



**City of Woodstock**  
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Roscoe C. Stelford III  
City Manager

**WOODSTOCK CITY COUNCIL**  
**City Council Chambers**  
**May 17, 2016**  
**7:00 p.m.**

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

*The complete City Council packet is available at the Woodstock Public Library,  
Woodstock City Hall, and via the City Council link on the City's website,  
[www.woodstockil.gov](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).*

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

**CALL TO ORDER**

**ROLL CALL:**

**A. FLOOR DISCUSSION: Proclamation Honoring Chief Robert Lowen**

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

1. Public Comments
2. Council Comments

**CONSENT AGENDA:**

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

**B. MINUTES OF PREVIOUS MEETINGS:**

May 3, 2016 Regular Meeting  
May 3, 2016 Executive Session Minutes

**C. WARRANTS:           3712       3713**

**D. MINUTES AND REPORTS:**

Public Works Report – April 2016  
Recreation Department Report – April 2016  
Economic Development Report – May 2016  
Economic Development Commission Minutes – March 8, 2016  
Environmental Commission Minutes – April 7, 2016  
Cultural and Social Awareness/Environmental Commission Joint Meeting Minutes- April 7, 2016  
Old Courthouse and Sheriff’s House Advisory Commission Minutes – April 18, 2016  
Cultural and Social Awareness/Environmental Commission Joint Meeting Minutes – May 5, 2016

**E. MANAGER'S REPORT NO. 68**

- 1. Award of Contract – Fine Screen Repair** – Approval of the following: (68a)
  - a.) To waive competitive bids and award of contract to the lowest responsible bidder, DPS Equipment Services, Inc. to repair the fine screen at the southwest side Water Treatment Plant.
  - b.) To waive competitive bids and award of contract to Ley & Associates for parts to repair the screen.
  
- 2. Purchase – Ice Control Salt** – Approval to purchase bulk Rock Salt from Compass Minerals America, Inc. for the FY16/17 winter season. (68b)
  
- 3. Award of Contract – HVAC Preventative Maintenance** – Approval of an award of contract for HVAC preventative maintenance to the lowest, responsible bidder, Geostar Mechanical, Inc. (68c)

4. **Award of Contract – Water Booster Station Repairs** – Approval of an award of contract to HydroAire Service for the replacement the rotating element and impellor for one of the pumps. (68d)
5. **UDO Amendment** – Adoption of an Ordinance approving text amendments to Chapter 13 of the Unified Development Ordinance. (68e)(Doc.1)
6. **Façade Improvement** – Approval of the allocation of Façade Improvement Funds for 100-108 N. Benton, 105-107 S. Jefferson and 216 Main Street. (68f)
7. **Sheriff’s House Historical Marker** – Approval of submitting an application to the Illinois Historical society for a historic marker with certain proposed language and the expenditure of \$1,700 for the purchase of the marker. (68g)

**EXECUTIVE SESSION:**

**Personnel (Open Meeting Act:5ILCS 120/2)(c)(1)**

The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

(68h)

City Manager’s Performance Evaluation

**RETURN TO OPEN SESSION:**

**FUTURE AGENDA ITEMS**

**ADJOURN**

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

PROCLAMATION  
Honoring  
***CHIEF ROBERT LOWEN***

***WHEREAS***, Chief Robert Lowen came to Woodstock in 2005 as a seasoned law enforcement professional, imparting valuable wisdom and experience with every new idea offered or program instituted; and

***WHEREAS***, over the next 10 years, Chief Robert Lowen implemented and expanded numerous community policing initiatives that laudably served the residents of Woodstock, among them: Permanent Beat Officer program; Canine Officer program; Coffee with the Chief and Coffee with the Merchants; Senior Citizen Call-in program; AARP Driver Safety; Drug Take Back with 24/7 MedReturn drop-off; Boy Scouts of America Explorer Post; College Intern Program; increased Community Service Officer and Bicycle Patrols; Neighborhood Watch program; and, #1 placement in the Illinois Traffic Safety Challenge; and

***WHEREAS***, ably assisted by Deputy Chief John Lieb and eight Sergeants, Chief Robert Lowen supervised a staff of 37 Sworn Officers, as well as Detectives, Telecommunicators, Records Clerks, Community Service Officers, seasonal School Crossing Guards, and Administrative personnel; and

***WHEREAS***, while facing every type of law enforcement challenge with patience, tolerance, fairness, and integrity, Chief Robert Lowen also demonstrated significant leadership as a Chili Cook-Off Master, frequently exhibiting an understated and widely-appreciated sense of humor; and

***WHEREAS***, few positions command as much respect, from both residents and co-workers, as does the title Chief of Police; and, few individuals have performed the duties of that office with as much professionalism, intelligence, character, and heart as has been shown to Woodstock by Chief Robert Lowen.

***NOW, THEREFORE, BE IT PROCLAIMED*** that the City Council of the City of Woodstock, on behalf of all citizens of Woodstock, congratulates and commends Chief Robert Lowen for faithfully serving the residents and businesses of the Woodstock community for over a decade, providing valued guidance to every employee, and safety and security to every citizen, with abundant charm and good will, and wishes him the very best of health and happiness in his well-deserved retirement years.

***APPROVED*** and ***ADOPTED*** by the City Council of the City of Woodstock, McHenry County, this 17<sup>th</sup> day of May, 2016.

Attest:

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Brian Sager, Ph.D., Mayor

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Cindy Smiley, City Clerk

**MINUTES**  
**WOODSTOCK CITY COUNCIL**

May 3, 2016  
City Council Chambers

The regular meeting of the Woodstock City Council was called to order at 7:00 PM by Mayor Brian Sager on Tuesday, May 3, 2016 in the Council Chambers at City Hall. Mayor Sager introduced student Max Parrish, explaining that he has spent the day helping the Mayor prepare for the meeting and will be assisting him this evening. Mayor Sager also introduced Max's parents and grandparents who are present this evening. Max Parrish welcomed those present making a few brief announcements. He then explained the consent calendar process and invited public participation.

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

A roll call was taken.

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

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford, City Attorney T.J. Clifton, Finance Director Paul Christensen, Economic Development Director Garrett Anderson, Public Works Director Jeff Van Landuyt, Planning and Zoning Department Director Joe Napolitano, Human Resources Director Deborah Schober, Chief of Police Robert Lowen, Assistant Public Works Director Tom Migatz, Parks Supervisor Ernie Nelson, City Engineer Al Wilson, Water Treatment Plant Supervisor Will Smith, Parks Foremen John Mecklenberg, Parks employee, Casey Reed, Police Sgt. Rob Pritchard, Police Sgt. Jeff Parsons, Police Sgt. Joshua Fourdyce, Police Officer Charles Vorderer, and Police Officer Fred Eiselstein.

**OTHERS PRESENT:** City Clerk Cindy Smiley and Max Parrish

**FLOOR DISCUSSION**

**1) National Police Week Proclamation**

M. Parrish stated there is a proclamation before the Council recognizing the City of Woodstock's professional Police Department and National Police Week.

Without objection, the Proclamation Honoring National Police Week 2016 and the Woodstock Police Department was approved and accepted by the City Council.

Mayor Sager stated the Council is very pleased to recognize the professional Police Department for the service it provides in terms of protecting the community. He asked those members of the Department present this evening to come forward and join him and M. Parrish at the podium. Mayor Sager expressed his heartfelt appreciation for the work the Police Department performs on behalf of the City and its residents.

Mayor Sager read the proclamation and presented it to Chief Lowen and the Woodstock Police Department with his gratitude. On behalf of the City, he also expressed gratitude to the family members of the employees of the Police Department.

The Police Department was acknowledged with hearty applause by all present.

## **2) National Public Works Week Proclamation**

M. Parrish then stated the City is also pleased to honor the employees of the Department of Public Works with a proclamation this evening.

Without objection, the Proclamation Honoring National Public Works Week 2016 and the Woodstock Department of Public Works was approved and accepted by the City Council.

Mayor Sager stated the City is fortunate to also proclaim National Public Works Week and to recognize the employees of that department for the many services they provide to the community. He mentioned a few of these services including fixing broken water mains in freezing winter temperatures; making sure there is clean, quality water available; and ensuring that all public facilities are taken care of and available for use by the community.

Mayor Sager invited those members of the Department of Public Works present to join him and M. Parrish at the podium. He read the proclamation for all to hear and presented it to Jeff Van Landuyt as the representative of the Department. On behalf of the City, he expressed his gratitude to the employees and their families for all they do for the community and its residents.

The Department of Public Works was acknowledged with hearty applause by all present.

## **Public Comments**

Lydia Baltalbos, 621 Dean Street, stated she appreciates all of the work that has been acknowledged this evening. She noted that May 3<sup>rd</sup> is recognized as World Press Day and quoted the Secretary General of the United Nations on the importance of a free press.

Ms. Baltalbos stated she would like to go back to a previous Council meeting noting she is interested in the process involved in the Consent Agenda, specifically around the issue of video gaming revenue. She stated she did not hear any Council member express interest in pulling this item from the Consent Agenda for discussion. Noting the recent article in the Woodstock Independent, she asked about the process involved in deciding that gaming revenue would be important to funding the Lighting of the Square.

Mayor Sager stated what was reported to the reporter is that this Council decided that it would be in the best interests of the City to utilize the revenue generated by video gaming for the purposes of Economic Development and Cultural Programming. He further stated the Lighting of the Square is something the City does fund so it was determined to be appropriate to utilize this revenue for the Lighting.

In response to a question from Ms. Baltalbos, Mayor Sager stated there was a resolution that stated the City would establish using video gaming revenue for the two previously-specified purposes.

In response to question as to who controls video gaming license issuance, Mayor Sager stated the state of Illinois developed the requirements that must be met by an entity to receive a video gaming license. If an entity wishes a video gaming license, it applies to the State and if requirements are met, the State issues a state video gaming license. Following receipt of the state license, the entity then may apply for a municipal license, issuance of which is rather perfunctory as the state has determined the entity has met the requirements for a license.

In response to a statement from Ms. Baltalbos that it is her impression that Mayor Sager has authority over who is issued a liquor license, Mayor Sager stated this is not correct. He noted he makes a recommendation to the City Council and it is that body which approves and extends the liquor license.

Quoting from the article in the Woodstock Independent, Ms. Baltalbos stated Mayor Sager seemed to introduce as his reasoning a concept that some people have had issues surrounding video gaming. Mayor Sager stated that is Ms. Baltalbos' interpretation.

Ms. Baltalbos asked now that video gaming has been put in such a position of importance to something that is such an iconic thing in Woodstock, will video gaming now be looked at as funding the Lighting of the Square and will this expand video gaming and make it necessary to the Lighting. Mayor Sager stated this is not saying that video gaming is necessary and that was not his quote nor what was intended. He stated what is being said is that video gaming was passed by the state and by Woodstock so if it exists in appropriately licensed businesses, the revenue produced should be dedicated to the two previously-identified areas. The Council then identified some activities associated with these two areas.

Ms. Baltalbos asked if a resolution can be in a review process if the public objects to this. She opined that people may say "let's do video gaming because it pays for the Lighting."

M. Turner stated it was simply a case of looking at a revenue stream and dedicating it to an area of the budget surrounding these events. He stated if video gaming should go away, that does not mean that the Lighting would no longer take place.

In response to a question from Ms. Baltalbos as to whether this can be disputed, M. Turner stated people can come to the meetings and dispute anything. In response to a question from Ms. Baltalbos as to whether this can be reversed, Mayor Sager stated it would take a majority of the City Council.

Ms. Baltalbos stated it concerns her that this may become an argument to increase video gaming in order to increase revenue for the Lighting of the Square noting she would like to look into the possibility of reversing the resolution.

### **Council Comments**

There were no Council comments forthcoming.

### **CONSENT AGENDA**

The following item was removed from the Consent Agenda:

- Item E-1 by Councilman D. Hart

Motion by M. Turner, second by M. Larson, to approve Consent Agenda Items B through D and items E-2 through E-4 as indicated.

**B. MINUTES OF PREVIOUS MEETINGS:**

April 12, 2016 Budget Workshop Minutes

April 19, 2016 Regular Meeting

**C. WARRANTS:            3710        3711**

**D. MINUTES AND REPORTS:**

Police Department Monthly Report – March 2016

Historic Preservation Commission – February 22, 2016

**E. MANAGER'S REPORT NO. 67**

**2. Variance – 312 Dean Street** – Adoption of Ordinance 16-O-29, identified as Document No. 2, varying Section 7A.3.E (Bulk and Area Requirements) of the Woodstock Unified Development Ordinance to allow the construction of a second story deck.

**3. Award of Contract – Softener Repair** – Approval of the following:

a) Waiver of the requirement for competitive bids and award of contract to Drydon Equipment to purchase materials to restore the softener at the Seminary Avenue Water Treatment Plant for a cost not to exceed \$29,669.90;

b) Waiver of the requirement for competitive bids and award of contract to Manusos General Contracting to make necessary repairs to softener #3 at the Seminary Avenue Water Treatment Plant for a cost not to exceed \$13,200.

**4. Traffic Ordinance – Community Events** - Approval of the following:

a) Ordinance No. 16-O-30, identified as Document No. 3, establishing temporary parking restrictions for the Girls on the Run 5K on Sunday, May 22, 2016;

b) Ordinance No. 16-O-31, identified as Document No. 4, establishing temporary traffic and parking restrictions for the annual Memorial Day parade and ceremony on Monday, May 30, 2016;

c) Ordinance No. 16-O-32, identified as Document No. 5, establishing temporary traffic and parking restrictions for the VFW Remember Our Heroes Car Show on Saturday, June 25, 2016;

d) Ordinance No. 16-O-33, identified as Document No. 6, establishing certain temporary parking restrictions in and near Emricson Park on Monday, July 4, 2016;

e) Ordinance No. 16-O-34, identified as Document No. 7, establishing certain temporary parking restrictions for the McHenry County Fair from Wednesday, August 3, 2016 thru Monday, August 8, 2016;

f) Ordinance No. 16-O-35, identified as Document No. 8, establishing certain temporary parking restrictions for the Woodstock on the Square Car Show on Saturday, August 20, 2016;

g) Ordinance No. 16-O-36, identified as Document No. 9, establishing certain

temporary parking restrictions for the Care4 Breast Cancer Walk on Sunday, October 16, 2016.

A roll call vote was taken to approve Consent Agenda items B through D and E-2 through E-4. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

**Item E-1 - Liquor License – ShopFresh**

Councilman Hart recused himself and left the Council Chambers at 7:33PM.

Motion by M. Turner, second by J. Starzynski, to approve issuance of a Class B-3 Liquor License to ShopFresh, 330 Eastwood Drive, Woodstock, Illinois, contingent upon all conditions identified in the Staff report including verification of receipt of all required documentation and appropriate fingerprinting.

A roll call vote was taken. Ayes: M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: D. Hart. Motion carried.

Councilman Hart returned to the Council Chambers at 7:35PM.

**DISCUSSION ITEMS**

**Home Rule Policy Discussion**

M. Parrish noted there is one item on the agenda for discussion, stating it is a discussion of a Home Rule Policy.

Mayor Sager stated at the request of a resident, the Council placed on the agenda the discussion of a Home Rule Policy that might be imposed if the City would attain Home Rule status, particularly as it pertains to the issue of taxes. He noted at a previous meeting the resident made a presentation of the Village of Downers Grove policy which was subsequently reviewed by City staff. Mayor Sager stated the staff also conducted research on other Home Rule communities in Illinois as to whether they had such a policy. He noted staff surveyed members of the Illinois Government Finance Officers Association, the Illinois City/County Management Association, and the International City/County Management Association and also sent an email to the Citizen Advocacy Center and found that out of the more than 200 existing Home Rule municipalities in Illinois, only two additional municipalities, beyond the Village of Downers Grove, were identified as having adopted a self-imposed tax limitation or a more extensive process for increasing taxes. Mayor Sager noted this information has been placed in the packet that was publicly available for this evening's meeting.

Mayor Sager stated it is also important to note that staff researched Downers Grove and had discussion with the staff of that community. During these discussions, it was learned that in 1971, Downers Grove adopted an ordinance required by the Illinois Constitutional Convention of 1971 establishing Home Rule status in a municipality of a population of 25,000 or more and also adopted and put into effect an initial policy identified by the resident as previously discussed.

Mayor Sager stated in 2006 a referendum question was placed on the ballot through resident petition requesting voters to revoke the Village of Downers Grove's Home Rule status, which was

defeated by a 3:1 margin. Mayor Sager noted in answer to some of the residents' concerns, however, the Village did adopt a policy that provides for enhanced communication and additional input. He stated that policy has subsequently been changed a couple of times and does contain some educational and public hearing opportunities and a time frame by which the residents must be notified of the public hearing. He stated the residents also have the opportunity of an advisory referendum but noted all of these things are discretionary in Downers Grove. Mayor Sager stated these are considered to be enhanced requirements above and beyond what is required by the state.

Mayor Sager stated that staff's research also found that two other communities have adopted ordinances modeled after the PTELL law essentially restricting their property tax power to the same power they held as non-Home Rule communities.

Mayor Sager explained that PTELL is limited to a 5% increase and states a community cannot extend the property tax more than 5%. Mayor Sager noted the PTELL law is already automatic for collar counties, including McHenry County and, therefore, already applies to the City of Woodstock. Further, he noted, the City of Woodstock has voluntarily determined that it would not extend this 5% increase in the last 5 years and has foregone this for the last 5 years because the City does not believe the residents should be burdened. Mayor Sager stated this has meant a \$3.2 million savings for the residents in the taxes which they would have paid associated with the City of Woodstock. He stated if the City had extended what it could have, the City would have had an additional 25% in taxes that it has foregone. Mayor Sager stated the City is proud of this and of the fact that the City still has a balanced budget.

Mayor Sager stated it is important to understand that the Downers Grove policy statement does not affect non-Home Rule taxes because these have been exempted from the policy. He stated these could include utility taxes and hotel/motel taxes which are available to all Illinois non-Home Rule communities, including the City of Woodstock. As Home Rule communities can implement a sales tax, Mayor Sager stated the Downers Grove policy did affect their Home Rule taxes, predominately sales taxes.

Mayor Sager opened the floor to Council comments.

J. Starzynski stated he is in favor of anything that would allow more information to be provided to the public such as the notification and public hearing provisions. He stated that concerning the advisory referendum, the 143 signature threshold is less than 1% of the population of the City and it is his opinion that 143 people is not a large enough group to keep him from representing the greater number of voters who voted for him. He opined that if the general public feels he is not acting responsibly in their interests, they can vote him out. Concerning the PTELL, Councilman Starzynski further stated the City has not taken the increase for five years but he would like to retain this contingency to look at in an emergency, such as the elimination of state-shared revenue for example.

M. Larson stated her agreement with Councilman Starzynski, including her agreement with the notification and public hearing elements, noting these are already in place. She noted the elections are in place to handle other things, including those imposed by Springfield, and it is the voters' choice. She stated she was vocally in favor of Home Rule and put that position out to the public and the election supported this. She stated she is not comfortable with imposing the other limitations.

In response to a request for clarification from M. Saladin, R. Stelford confirmed that the City would not be subjected to PTELL if Home Rule status is granted. M. Saladin noted PTELL was put in place in the time of rapid growth to hold property tax increases at 5%. He further stated now that has reversed and with the housing depression, PTELL allows the governmental units to take a cost-of-living percentage. M. Saladin stated he does not have a problem with the notification and public hearing elements, but that he doesn't believe an advisory referendum is advisable, noting they are expensive and take time. He stated his feeling that this is not a viable option, but that he would listen and be open to other perspectives.

Mayor Sager noted the City would still be obligated to provide proper notice on any anticipated action per the Open Meetings Act and also require a public hearing. He stated this is the standard process for the City of Woodstock, so this would not be that different from what is done currently.

M. Saladin stated the Council members are, too, affected by taxes as all are homeowners and are acutely aware of the situation. He stated that is why he is involved in economic development, to grow the tax base. He noted there are some fees and taxes allowed by Home Rule that he would be against, including a revenue transfer stamp.

M. Turner stated the root of the discussion by those present and others on this issue is the same as the Council, which is the universal agreement that the amount of taxes paid in McHenry County is too high. He stated he agrees with the focus on high taxes but disagrees with the focus on foregoing Home Rule. M. Turner stated there is also an important revenue component in completing the special census.

M. Turner stated regarding the concerns of possible action by future Councils, there is an advisory referendum every 24 months called an election. He further stated he does not agree with a 1% trigger and opined there are enough things that slow government and does not want to see an 18-month process that is expensive. He noted the accountability that people are focusing on is good, but this can be accomplished by people attending the Council meetings and voting in the elections.

M. Turner asked what would happen if the State cuts state-shared revenue and asked if we want to get in a situation that limits the Council. He wishes the voters to have the power to vote Council out, but does not want limitations placed on Council in case of an emergency.

M. Turner opined there are other ways to lower taxes in McHenry County including amendments to the Workers' Compensation laws and Prevailing Wage. He urged residents and others to pay attention to what other taxing bodies are doing, noting the City of Woodstock accounts for approximately 16% of the total tax bill and is holding that steady. He further noted that District 200 accounts for 56% to 60% of the tax bill and is the biggest taxing body. He stated the City of Woodstock has been prudent and has done a good job especially considering the constraints placed upon it. He stated he agrees with Home Rule and feels the City will be vigilant.

M. Saladin noted there are positives to Home Rule which have not been mentioned this evening including the ability of the City to address some of the issues with landlords and property conditions, including crime-free housing; the exemption from state unfunded mandates including the consolidation of police/emergency services dispatch centers which the City must pay for; the flexibility in the types and amount of fees such as video gaming; and the improvement in our bond

rating which would save money. He also noted the City would be able to look at local zoning and would be better able to address things that need to be addressed, stating there would be increased local control.

Mayor Sager concurred with many of the comments, stating there are many things already in place and that there are appropriate things the City could look at to strengthen the current procedures. He noted these could include:

- Notification:
  - Publication of a summary of the proposed ordinance in a local newspaper
  - Making copies of the proposed ordinance available at City Hall and the library
- Information
  - Providing an informational statement setting forth the intended use of the additional revenue to be derived from a proposed new tax and publication in a local newspaper
  - Making copies of the informational statement of intended use available at the City Library and City Hall
- Public Hearing
  - Providing a public hearing with respect to a proposed new tax
  - If such a hearing is scheduled, publication of the time and place in a local newspaper at least once, seven days or more in advance of the date of the hearing.
- Tax Extension Limitation
  - For existing taxes, limiting any increase in the amount of tax levied to 105% of the previous year's tax extension (limit to a 5% increase).
- Advisory Referendum
  - Allow for petitions to conduct an Advisory referendum regarding a proposed new tax.

Mayor Sager noted in the Downers Grove policy, it is stated the items regarding the informational statement and the publication of the public hearing may be done, not must be done.

Mayor Sager stated concerning the tax extension limitation, he probably would be ok with this as identified by the two other villages as this would be imposing what the City is already imposing upon itself. He noted, however, that he would agree there should be some type of emergency exemption as stated by other Councilmembers.

Mayor Sager stated he has concerns about the advisory referendum. He noted his concern about the number of individuals needed and the length of time that would be needed for this, noting there is a specific election schedule which would have to be followed. He stated he is also concerned about the expense of this action, noting there are required legal fees with a referendum. Mayor Sager stated he is also concerned about the potential challenges and FOIAs which are certainly permitted, but cost money. He stated that the other elements of an advisory referendum include that they are open to misunderstanding by the public which is of concern to him.

Mayor Sager noted he is supportive of the first four of the identified possibilities: Notification, Information, Public Hearing, and Tax Extension Limitation. He stated he is not supportive of item five, Advisory Referendum, for the reasons cited.

Mayor Sager opened the floor to Public Comment.

Scott Gessert, 810 Gerry Street, thanked Finance Director Paul Christensen for preparing the analysis. He noted when the Home Rule law was passed in 1970, it was implemented to let larger cities govern themselves more effectively.

Mr. Gessert noted Illinois taxpayers pay the highest tax in the country. He stated Woodstock's property tax is the 2<sup>nd</sup> highest in McHenry County. He opined that the Downers Grove resolution is one small compensation and that it will not handcuff the City Council.

Mr. Gessert stated one aspect of Home Rule that has not been brought up is that the limit on the amount of debt the City can incur goes away. He noted that taxes can always be raised or reduced by a future Council but the City could be saddled with debt for future generations. He stated there is a lot of good with Home Rule, but also some major concerns. He stated some citizens have reached out to an expert who is coming to Woodstock next Wednesday to speak at the public library at 7:00PM. He invited the City Council to attend.

Mr. Gessert asked the City Council to take another look at Home Rule and thanked them for considering this small measure. He again thanked City staff for preparing the report.

Mayor Sager thanked Mr. Gessert for bringing this forward. He stated his belief that there are things that can be done to express the Council's intent to be good stewards of the people's money.

Mayor Sager noted the City of Woodstock has a very strong debt position because the Council has not extended the City's debt beyond its ability to pay. Mayor Sager discussed debt and its impact on the economy, noting the City supports debt that can be repaid with dedicated sources. He noted that debt must be properly managed and secured and stated he joins Mr. Gessert in saying we don't want to over-extend the City's debt. Mayor Sager also noted the City has made many efforts to repay debt early to save the taxpayers interest dollars.

Mr. Gessert stated the opportunity to acquire more debt may be a fallback if state revenue should suddenly stop.

M. Turner stated he is opposed to funding operations out of debt and other solutions would be found for this.

Mr. Gessert then stated Bridgeview incurred great debt to build a soccer stadium which was unsuccessful and he is concerned that something like that could happen in Woodstock. He also noted that some might say there is an abuse of power regarding Home Rule in Harvey. He stated he is not accusing the City Council of this, but thinks the Downers Grove resolution is a small measure to offer some peace of mind for people.

Mayor Sager stated examples of abuse could be found in almost any public arena. He stated the City of Woodstock has worked very hard to protect and guard against this type of abuse.

Mayor Sager stated in terms of the municipal property tax being the 2<sup>nd</sup> highest in McHenry County, it should be noted that each community has its own set of services provided. He used the example of Crystal Lake which does not have a Parks & Recreation Department, but rather a Park District which is a second, separate taxing body which also charges taxes. He stated in

Woodstock, this service is provided by the City. He stated if you look at Crystal Lake, you must look at the taxes charged by both the City of Crystal Lake and the Crystal Lake Park District.

Mayor Sager noted many cities have a Library District that is its own separate taxing body while Woodstock's library is a department and part of the City.

Mayor Sager stated one must look at the organization of a community and the services which are provided so that everything is compared equitably.

Concerning debt, P. Christensen also noted that the City's debt limit as a non-Home Rule community is \$35 million and has only issued \$1.5 million in debt so that more than \$33 million in debt could still be incurred. He opined that attaining Home Rule status would not raise the amount of debt of the City.

Lydia Baltalbos, 621 Dean Street, expressed her appreciation for the interest and work that other people have brought to this issue, noting she will be attending the meeting at the library.

Ms. Baltalbos stated her impression that obligations put in place during Home Rule are there even if another Council doesn't want them, but noted she isn't sure what this means. She wondered if these obligations would continue even if people don't like the Council members and they are voted out.

M. Turner explained, from a debt perspective, Council could take on more debt, but noted Mr. Christensen's information makes this unlikely. He opined that this Council has made good decisions during a very difficult time period. He stated it bothers him to have it insinuated that the Council is making bad decisions to saddle future Councils with.

Ms. Baltalbos stated she has been around the block when a lot of programs were put into place. She stated she thinks about what happened in the past concerning a proposed development and the impact on water. She also discussed an encounter with a previous City Manager.

Ms. Baltalbos stated she has an opinion about what happened in the past when things were going so fast and things were approved without proper review. She stated the building never should have been built on the Raffel Road site. She asked how fast projects are going to be presented and reviewed.

Ms. Baltalbos stated the IML is very powerful in this state and has a lobby day tomorrow. She stated they are lobbying to be able to make communities Home Rule at 5,000 rather than 25,000. She asked how many citizens in small towns have a lot of influence noting this takes energy out of a community.

Mayor Sager stated the issue mentioned by Ms. Baltalbos is not being considered by the total legislature because it hasn't passed out of Committee. He stated that he does not favor this. He further noted just because a powerful group suggests something does not mean it will move forward, noting there are multiple things suggested which do not move forward. He again stated this is not out of Committee and is not moving forward in this legislative session.

Ms. Baltalbos stated this is what the citizens are up against.

Mayor Sager expressed his understanding, but stated the City Council does not make those decisions. He stated the City Council does not make decisions for the state legislature or the IML and that this evening's discussion is centered on the Downers Grove policy.

Ms. Baltalbos stated Mayor Daly pushed this through and it was good to see him go.

Mayor Sager noted this is not Chicago.

As there was no further public comment, Mayor Sager stated this item was on the agenda as a Discussion Item. He noted he has heard this evening that there is perhaps a willingness to put together a policy to appear as an action item on a future agenda that would put together the following previously discussed provisions:

- Notification
- Information
- Public Hearing

There was consensus of the City Council that this be done.

Mayor Sager noted there was also discussion of including a Tax Extension Limitation that would limit to 105% of the previous year with the possible exclusion of an emergency situation.

In response to a question from Mayor Sager, there was consensus to support this as long as there is an emergency provision included.

Mayor Sager noted there did not seem to be support for inclusion of an advisory referendum provision. In response to a question from Mayor Sager, it was the consensus of the City Council that this provision not be included.

In response to a question from Mayor Sager, it was the consensus of the City Council that this evening's discussion be crafted into a Home Rule policy to include those items on which consensus was achieved and place this on a future Council agenda.

Mayor Sager thanked Mr. Gessert for raising this issue.

### **EXECUTIVE SESSION**

M. Parrish noted it would now be appropriate to adjourn to Executive Session. Motion by M. Saladin, second by RB Thompson, to adjourn to Executive Session for the purpose of discussing:

#### **Collective Bargaining (Open Meetings Act: 5ILCS 120/2(c)(2))**

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

A roll call vote was taken. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

The Woodstock City Council adjourned to Executive Session at 8:33 PM.

**RETURN TO OPEN SESSION**

The City Council returned to Open Session at 9:05 PM.

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

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford, Finance Director Paul Christensen, Human Resources Director Deb Schober, Chief Robert Lowen, and City Attorney T.J. Clifton

**OTHERS PRESENT:** Max Parrish and Chief Deputy Clerk Cindy Smiley

**Item E-6 FOP Contract**

Motion by M. Larson, second by J. Starzynski, to approve a Collective Bargaining Agreement Between the City of Woodstock and the Illinois Fraternal Order of Police Labor Council/Woodstock Lodge #191 Unit A (Patrol Officers), identified as Document No. 10, and Unit B (Telecommunicators and Records Clerks), identified as Document No. 11.

A roll call vote was taken. Ayes: D. Hart, M Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

**FUTURE AGENDA ITEMS**

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

**ADJOURN**

Motion by M. Saladin, second by RB Thompson, to adjourn this regular meeting of the Woodstock City Council to the next regularly-scheduled City Council Meeting on Tuesday, May 18, 2016, at 7:00 PM in the Council Chambers at City Hall. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: none. Abstentions: none. Absentees: none. Meeting adjourned at 9:10 PM.

Respectfully submitted,

Cindy Smiley  
City Clerk

**MINUTES**  
**WOODSTOCK CITY COUNCIL**  
**EXECUTIVE SESSION**

May 3, 2016  
City Council Chambers

The Executive Session of the Woodstock City Council was called to order at by Mayor Brian Sager at 8:40 PM on Tuesday, May 3, 2016 in Council Chambers at Woodstock City Hall.

A roll call was taken.

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

**COUNCIL MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford, City Attorney T.J. Clifton, Human Resources Director Deb Schober, Finance Director Paul Christensen, and Police Chief Robert Lowen

**OTHERS PRESENT:** City Clerk Cindy Smiley

**DISCUSSION:**

**Collective Bargaining (Open Meetings Act: 5ILCS 120/2(c)(2))**

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

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

Those present discussed a matter of Collective Bargaining

**RETURN TO OPEN SESSION:**

Motion by M. Turner, second by M. Saladin, to adjourn from Executive Session and return to Open Session. Ayes: D. Hart, M. Larson, M. Saladin, J. Starzynski, RB Thompson, M. Turner, and Mayor Sager. Nays: None. Absentees: None. Abstentions: None. Motion carried.

Council adjourned to Open Session at 9:04 PM

Respectfully submitted,

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Cindy Smiley  
City Clerk

Name	Department	Total Gross
AMRAEN, MONICA	CITY MANAGER	1,620.00
HART, DANIEL T	CITY MANAGER	500.00
HOWIE, JANE	CITY MANAGER	2,646.80
LARSON, MAUREEN	CITY MANAGER	500.00
MCELMEEL, DANIEL	CITY MANAGER	2,824.23
SAGER, M BRIAN	CITY MANAGER	1,000.00
SALADIN, MARK	CITY MANAGER	500.00
SMILEY, CINDY	CITY MANAGER	616.00
STARZYNSKI, JOSEPH	CITY MANAGER	500.00
STELFORD III, ROSCOE	CITY MANAGER	5,961.56
THOMPSON, RB	CITY MANAGER	500.00
TURNER, MICHAEL	CITY MANAGER	500.00
WILLCOCKSON, TERESA	CITY MANAGER	2,382.40
JANIGA, JOSEPH	CROSSING GUARDS	315.60
LUCKEY JR, HARRY	CROSSING GUARDS	676.85
LUCKEY, DALE	CROSSING GUARDS	450.45
MONACK, KIM	CROSSING GUARDS	182.40
Anderson, Garrett D	ECONOMIC DEVELOPMENT	4,261.54
Coltrin, Krista E	ECONOMIC DEVELOPMENT	2,384.62
BAYER, PATRICIA	FINANCE	961.60
CHRISTENSEN, PAUL N	FINANCE	4,321.57
LIEB, RUTH ANN	FINANCE	2,138.40
STEIGER, ALLISON	FINANCE	320.25
STRACZEK, WILLIAM	FINANCE	2,576.92
WOODRUFF, CARY	FINANCE	1,833.60
DYER, JASON L	FLEET MAINTENANCE	1,744.00
GROH, PHILLIP	FLEET MAINTENANCE	2,077.49
LAMZ, ROBERT	FLEET MAINTENANCE	2,183.20
MAY, JILL E	HUMAN RESOURCES	1,727.20
SCHOBBER, DEBORAH	HUMAN RESOURCES	4,512.72
BERGESON, PATRICIA	LIBRARY	272.80
BRADLEY, KATHERINE	LIBRARY	902.99
Burton, Parker E	LIBRARY	115.50
CAMPBELL, SARAH JANE	LIBRARY	235.76
DAWDY, KIRK	LIBRARY	2,107.18
DREYER, TRUDIE	LIBRARY	459.60
FEE, JULIE	LIBRARY	2,516.88
HANSEN, MARTHA	LIBRARY	1,735.75
ICKES, RICHARD	LIBRARY	257.40
KAMINSKI, SARAH	LIBRARY	1,030.07
KNOLL, LINDA	LIBRARY	970.68
MILLER, LISA	LIBRARY	1,320.35
MOORHOUSE, PAMELA	LIBRARY	2,764.08
MORO, PAMELA	LIBRARY	535.63
OLEARY, CAROLYN	LIBRARY	1,871.20
PALMER, STEPHANIE	LIBRARY	1,312.80
PALMQUIST, PEGGY	LIBRARY	242.19
PUGA, MARIA	LIBRARY	692.76
REWOLDT, BAILEY S	LIBRARY	550.44
RYAN, ELIZABETH	LIBRARY	1,817.92
RYAN, MARY M	LIBRARY	1,783.06
SMILEY, BRIAN	LIBRARY	318.44
SUGDEN, MARY	LIBRARY	1,596.74

Name	Department	Total Gross
TOTTON SCHWARZ, LORA	LIBRARY	2,507.61
TRIPP, KATHRYN	LIBRARY	1,437.60
WEBER, NICHOLAS P	LIBRARY	3,861.90
ZAMORANO, CARRIE	LIBRARY	1,826.74
BETH, RAYMOND	OPERA HOUSE	432.53
BOURGEOIS-KUIPER, SAHARA	OPERA HOUSE	355.36
BROUILLETTE, RICHARD	OPERA HOUSE	101.76
CAMPBELL, DANIEL	OPERA HOUSE	2,386.54
CANTY, NANCY NOVY	OPERA HOUSE	316.06
GERVAIS, MARIANNE	OPERA HOUSE	193.80
GRANZETTO, GERALDINE	OPERA HOUSE	1,174.53
GREENLEAF, MARK	OPERA HOUSE	3,168.87
LETOURNEAU, THOMAS	OPERA HOUSE	86.79
LYON, LETITIA	OPERA HOUSE	113.09
MCCORMACK, JOSEPH	OPERA HOUSE	2,399.20
MONTES JR, MICHAEL	OPERA HOUSE	220.11
MYERS, MARVIN	OPERA HOUSE	250.25
PANNIER, LORI ANN	OPERA HOUSE	352.54
SCHARRES, JOHN	OPERA HOUSE	4,320.38
STELFORD, SAMANTHA	OPERA HOUSE	318.06
WELLS, GAIL	OPERA HOUSE	360.31
WHITE, CYNTHIA	OPERA HOUSE	384.70
WIEGEL, DANIEL M	OPERA HOUSE	1,389.60
BIRDSSELL, CHRISTOPHER	PARKS	2,073.34
EDDY, BRANDON	PARKS	1,647.20
LESTER, TAD	PARKS	1,947.20
MASS, STANLEY PHILIP	PARKS	2,116.00
MECKLENBURG, JOHN	PARKS	2,529.84
NELSON, ERNEST	PARKS	3,319.99
OLEARY, PATRICK	PARKS	2,384.59
SCHACHT, TREVOR	PARKS	1,792.48
SPRING, TIMOTHY	PARKS	1,395.20
STOLL, MARK T	PARKS	1,320.80
BAKER, NANCY	PLANNING & ZONING	3,201.66
BERTRAM, JOHN	PLANNING & ZONING	2,944.00
LIMBAUGH, DONNA	PLANNING & ZONING	2,365.60
NAPOLITANO, JOSEPH	PLANNING & ZONING	3,076.92
STREIT JR, DANIEL	PLANNING & ZONING	2,697.60
WALKINGTON, ROB	PLANNING & ZONING	2,955.20
AMATI, CHARLES	POLICE	3,913.63
BERNSTEIN, JASON	POLICE	3,311.19
BRANUM, ROBBY	POLICE	3,476.77
CARRENO, MARIA YESENIA	POLICE	2,576.26
CIPOLLA, CONSTANTINO	POLICE	3,831.20
DEMPSEY, DAVID	POLICE	3,311.19
Didier, Jonathan D	POLICE	781.65
DIFRANCESCA, JAN	POLICE	2,995.96
DOLAN, RICHARD	POLICE	3,564.70
EICHINGER, PATRICIA	POLICE	3,059.31
EISELSTEIN, FRED	POLICE	3,404.32
FINK, CORY	POLICE	3,311.19
FISCHER, ADAM D	POLICE	2,051.00
FOURDYCE, JOSHUA	POLICE	3,786.41

Name	Department	Total Gross
FREUND, SHARON L	POLICE	2,520.26
GALLAGHER, KATHLEEN	POLICE	2,576.25
GUSTIS, MICHAEL	POLICE	3,311.19
HAVENS, GRANT	POLICE	1,663.58
HENRY, DANIEL	POLICE	3,311.19
HESS, GLENN	POLICE	1,444.00
KARNATH, MICHAEL	POLICE	2,894.63
KAROLEWICZ, ROBIN	POLICE	3,155.92
KOPULOS, GEORGE	POLICE	3,607.15
KRYSIAK, KIMBERLY	POLICE	540.00
LANZ II, ARTHUR R	POLICE	3,696.00
LATHAM, DANIEL	POLICE	4,672.95
LEE, KEITH	POLICE	805.05
LIEB, JOHN	POLICE	4,275.02
LINTNER, WILLIAM	POLICE	3,311.19
LOWEN JR, ROBERT	POLICE	5,183.45
MARSHALL, SHANE	POLICE	3,476.77
MCKENDRY, AMY	POLICE	2,576.26
MORTIMER, JEREMY	POLICE	3,539.19
MRZLAK, CHRISTINE	POLICE	600.00
MUEHLFELT, BRETT	POLICE	3,311.19
NAATZ, CHRISTOPHER	POLICE	2,213.27
NIEDZWIECKI, MICHAEL	POLICE	2,537.77
PARSONS, JEFFREY	POLICE	4,074.10
PAULEY, DANIEL	POLICE	3,311.19
PETERSON, CHAD	POLICE	2,769.48
PRENTICE, MATTHEW	POLICE	2,213.27
PRITCHARD, ROBERT	POLICE	4,206.45
RAPACZ, JOSHUA	POLICE	3,311.19
REED, TAMARA	POLICE	2,048.00
REITZ JR, ANDREW	POLICE	5,918.75
SCHMIDTKE, ERIC	POLICE	3,311.19
SCHRAW, ADAM	POLICE	3,393.96
SHARP, DAVID	POLICE	2,268.60
SHEPHERD, NANCY	POLICE	240.00
SOTO, TAMI	POLICE	400.00
SYKORA, SARA	POLICE	600.00
Tabaka, Randall S	POLICE	474.39
VALLE, SANDRA	POLICE	3,311.18
VORDERER, CHARLES	POLICE	3,311.19
WALKER, NATALIE	POLICE	2,206.70
WESOLEK, DANIEL	POLICE	4,432.93
KEENAN, HEATHER	PUBLIC WORKS ADMIN	1,669.60
Migatz, Thomas B	PUBLIC WORKS ADMIN	3,769.23
VAN LANDUYT, JEFFREY J	PUBLIC WORKS ADMIN	4,615.38
WILSON, ALAN	PUBLIC WORKS ADMIN	4,030.44
AQUINO, EDUARDO	RECREATION CENTER	247.50
BEHRNS, LESLIE	RECREATION CENTER	228.42
BLONJARZ, JESSICA	RECREATION CENTER	356.11
CABRERA, LESLIE M	RECREATION CENTER	311.05
CANTO, MELISSA	RECREATION CENTER	385.70
CORTES, VICTOR M	RECREATION CENTER	417.66
DECHANT, LEAH E	RECREATION CENTER	50.76

Name	Department	Total Gross
DIAZ, ARTURO	RECREATION CENTER	121.62
Diaz, Elisa M	RECREATION CENTER	206.25
DUNKER, ALAN	RECREATION CENTER	2,269.63
FUENTES, KARINA	RECREATION CENTER	509.07
GARZA, ANNA	RECREATION CENTER	241.54
GUZMAN, AYESHAH	RECREATION CENTER	137.02
HICKS, MICHAEL S	RECREATION CENTER	379.26
KARAFI, JESSIE	RECREATION CENTER	295.49
KARAFI, JORIE	RECREATION CENTER	114.92
Keane, Eilish M	RECREATION CENTER	503.10
KOVAR, SHARON	RECREATION CENTER	330.00
LAYOFF, ANDREW	RECREATION CENTER	86.80
LEITZEN, ABBY-GALE	RECREATION CENTER	108.84
LISK, MARY LYNN	RECREATION CENTER	2,345.66
Parsons, Alyssa M	RECREATION CENTER	187.69
PIERCE, JAMIE	RECREATION CENTER	52.80
POWELL, EDEN L	RECREATION CENTER	92.89
READ, KELLY M	RECREATION CENTER	87.08
REESE, AIMEE	RECREATION CENTER	492.14
SALADIN, BRIDGET	RECREATION CENTER	119.43
SANTANA, RUBY	RECREATION CENTER	294.07
SCHMITT, RONALD	RECREATION CENTER	301.63
STROH, ELLIE	RECREATION CENTER	37.13
TORREZ, RENEE	RECREATION CENTER	2,135.60
VEPLEY, OLIVIA	RECREATION CENTER	90.19
VIDALES, REBECCA	RECREATION CENTER	2,424.07
ZAMORANO, GUILLERMO	RECREATION CENTER	436.10
ZINNEN, JOHN DAVID	RECREATION CENTER	4,030.59
DOPKE, LUKE	SEWER & WATER MAINTENANCE	660.40
MAJOR, STEPHEN	SEWER & WATER MAINTENANCE	461.44
MAXWELL, ZACHARY	SEWER & WATER MAINTENANCE	1,459.42
MCCAILL, NICHOLAS	SEWER & WATER MAINTENANCE	1,541.93
PARKER, SHAWN	SEWER & WATER MAINTENANCE	3,036.04
WEGENER, JAMES	SEWER & WATER MAINTENANCE	1,602.40
WILLIAMS, BRYANT P	SEWER & WATER MAINTENANCE	1,632.40
WOJTECKI, KEITH	SEWER & WATER MAINTENANCE	1,792.80
BURGESS, JEFFREY	STREETS	2,456.80
CHAUNCEY, JUDD T	STREETS	1,320.80
LECHNER, PHILIP A	STREETS	1,320.80
LOMBARDO, JAMES	STREETS	1,558.40
LYNK, CHRIS	STREETS	1,602.40
MARTINEZ JR, MAURO	STREETS	1,401.74
PIERCE, BARRY	STREETS	2,002.40
VIDALES, ROGER	STREETS	2,372.00
BAKER, WAYNE	WASTEWATER TREATMENT	2,571.20
BOLDA, DANIEL	WASTEWATER TREATMENT	1,842.40
GEORGE, ANNE	WASTEWATER TREATMENT	3,443.08
SHEAHAN, ADAM	WASTEWATER TREATMENT	1,947.20
VIDALES, HENRY	WASTEWATER TREATMENT	2,298.40
GARRISON, ADAM	WATER TREATMENT	2,179.20
HOFFMAN, THOMAS	WATER TREATMENT	2,260.92
SCARPACE, SHANE	WATER TREATMENT	1,983.71
SMITH, WILLIAM	WATER TREATMENT	3,237.73

Name	Department	Total Gross
WHISTON, TIMOTHY	WATER TREATMENT	1,894.40
Grand Totals:	213	388,648.07

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**City of Woodstock  
Warrant No. 3712**

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



Treasurer



City Manager

The Finance Director is hereby authorized to issue order on the City Treasurer covering the above listed obligations approved by the City Council this 17<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106575:						
106652	1ST AYD CORPORATION	SUPPLIES	252.68	GENERAL FUND	SUPPLIES	01-07-6-606
Total 106652:						
			252.68			
106653	A&A MAGNETICS	PACKING FLANGE	90.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 106653:						
			90.00			
106654	ADCO SIGNS	STRIPE & LETTER 2 VEHICLES	1,050.00	POLICE PROTECTION FUND	SERVICE TO MAINTAIN VEHICLES	03-00-5-553
Total 106654:						
			1,050.00			
106655	ALAN DUNKER	FOOD FOR REC DEPT DANCE	118.84	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106655:						
			118.84			
106656	ALIBRIS INC	BOOKS	65.40	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106656	ALIBRIS INC	BOOKS	43.75	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106656:						
			109.15			
106657	ANITA JOHNSON	RECREATION INSTRUCTOR	730.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106657:						
			730.00			
106658	ANNA GARZA	RECREATION INSTRUCTOR	220.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106658:						
			220.00			
106659	APPLE CREEK FLOWERS	FLOWERS	115.00	GENERAL FUND	SUPPLIES	01-01-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106659:			115.00			
106660	ARAMARK UNIFORM SERVICE	UNIFORMS	22.80	WATER & SEWER UTILITY FUND	UNIFORMS	60-51-4-453
106660	ARAMARK UNIFORM SERVICE	UNIFORMS	2.20	WATER & SEWER UTILITY FUND	UNIFORMS	60-50-4-453
Total 106660:			25.00			
106661	AUTO TECH CENTER INC	TIRES	164.98	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
106661	AUTO TECH CENTER INC	TIRES	259.50	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106661	AUTO TECH CENTER INC	RIGHT OF WAY TIRE DISPOSAL	37.50	ENVIRONMENTAL MANAGEMENT FU	WASTE DISPOSAL SERVICES	90-00-5-560
Total 106661:			461.98			
106662	BAXTER & WOODMAN, INC.	PLC PARTS	2,101.95	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
106662	BAXTER & WOODMAN, INC.	PLC SERVICE	993.10	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
Total 106662:			3,095.05			
106663	BEACON ATHLETICS	FREIGHT	101.28	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106663:			101.28			
106664	BOHN'S ACE HARDWARE	HARDWARE	4.40	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106664	BOHN'S ACE HARDWARE	BOLTS, NUTS	29.44	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
106664	BOHN'S ACE HARDWARE	HOSES, FUNNELS	42.96	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
106664	BOHN'S ACE HARDWARE	GLUE	7.99	GENERAL FUND	SUPPLIES	01-07-6-606
106664	BOHN'S ACE HARDWARE	MAINT SUPPLIES FOR REPAIRS @ E	33.45	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106664:			118.24			
106665	BOTTS WELDING SERVICE	ALUMINUM FOR DONATO WOODS PA	260.19	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
Total 106665:			260.19			
106666	BRUCKER COMPANY	REPLACEMENT MOTORS - ROOFTOP	675.00	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
Total 106666:			675.00			
106667	BSN SPORTS INC	BASKETBALL GOAL	202.39	GENERAL FUND	RECREATION EQUIPMENT	01-09-6-611

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106667:			202.39			
106668	BUCK BROS, INC.	DISCHARGE CHUTE	171.87	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106668	BUCK BROS, INC.	CREDIT	156.87-	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106668:			15.00			
106669	BURRIS EQUIPMENT COMPANY	PUMP PARTS - WATER TRUCK	283.19	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106669:			283.19			
106670	CARQUEST AUTO PARTS STORES	AIR FILTER	20.62	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106670	CARQUEST AUTO PARTS STORES	AIR FILTER	15.01	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106670	CARQUEST AUTO PARTS STORES	FILTERS	42.73	ENVIRONMENTAL MANAGEMENT FU	MATERIAL TO MAINT. EQUIPMENT	90-00-6-621
106670	CARQUEST AUTO PARTS STORES	FILTERS	45.86	ENVIRONMENTAL MANAGEMENT FU	MATERIAL TO MAINT. EQUIPMENT	90-00-6-621
106670	CARQUEST AUTO PARTS STORES	FILTERS	23.93	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
106670	CARQUEST AUTO PARTS STORES	HANDLE	79.16	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
106670	CARQUEST AUTO PARTS STORES	FILTERS	55.40	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106670:			282.71			
106671	CENTRAL PROGRAMS INC GUMDROP	LIBRARY BOOKS AND MATERIALS	5,774.61	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
Total 106671:			5,774.61			
106672	CENTURY SPRINGS	WATER SUPPLIES	42.80	GENERAL FUND	SUPPLIES	01-01-6-606
Total 106672:			42.80			
106673	CHEMSEARCH	HAND CLEANER	153.00	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
106673	CHEMSEARCH	MAXI-LUBE	836.58	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
Total 106673:			989.58			
106674	CHERYL REIMER	WATER AEROBICS	18.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106674:			18.00			
106675	CINTAS CORPORATION	FIRST AID KIT SUPPLIES	16.49	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106675	CINTAS CORPORATION	FIRST AID KIT SUPPLIES	35.24	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
106675	CINTAS CORPORATION	FIRST AID KIT SUPPLIES	66.29	GENERAL FUND	SERVICE TO MAINTAIN BUILDINGS	01-07-5-550
106675	CINTAS CORPORATION	FIRST AID KIT SUPPLIES	51.42	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106675:			169.44			
106676	COLUMBIA PIPE & SUPPLY COMPANY	FITTINGS SOFTENER REPAIR	377.21	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 106676:			377.21			
106677	COMCAST CABLE	REC CENTER TV	104.18	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 106677:			104.18			
106678	COMMONWEALTH EDISON	ELECTRIC	93.69	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106678	COMMONWEALTH EDISON	ELECTRIC	47.04	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106678	COMMONWEALTH EDISON	ELECTRIC -1ST GARAGE	315.52	PARKS FUND	ELECTRICITY	06-00-5-540
Total 106678:			456.25			
106679	COMMUNITY PLUMBING COMPANY	BATES PARK URINAL REPAIRS	107.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106679:			107.00			
106680	COMPASS MINERALS	BULK COARSE LA ROCK	2,578.75	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
106680	COMPASS MINERALS	COARSE ROCK SALT	2,609.07	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
106680	COMPASS MINERALS	BULK COARSE LA ROCK	2,642.63	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
106680	COMPASS MINERALS	BULK COARSE LA ROCK	2,591.74	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
106680	COMPASS MINERALS	COARSE ROCK SALT	2,799.60	WATER & SEWER UTILITY FUND	SALT	60-50-6-610
Total 106680:			13,221.79			
106681	CONSTELLATION NEWENERGY	ELECTRIC SERVICE	13,419.97	WATER & SEWER UTILITY FUND	UTILITIES	60-51-5-540
106681	CONSTELLATION NEWENERGY	ELECT - WELL #7	872.48	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106681	CONSTELLATION NEWENERGY	ELECTRIC - SEMINARY	8,003.11	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106681	CONSTELLATION NEWENERGY	ELECT - WELLS #8 & #12	1,707.63	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106681	CONSTELLATION NEWENERGY	ELECT - 1ST ST	3,158.62	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106681	CONSTELLATION NEWENERGY	ELECT - WELL #9	586.71	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540
106681	CONSTELLATION NEWENERGY	ELECT - BVBS	403.27	WATER & SEWER UTILITY FUND	UTILITIES	60-50-5-540

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106681:			28,151.79			
106682	CONTROL SERVICE INC	FLOW METER CALIBRATION	1,655.60	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
106682	CONTROL SERVICE INC	FLOW METER CALIBRATIONS	895.60	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
106682	CONTROL SERVICE INC	SERVICE ON INOVAIR BLOWERS	895.60	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-51-5-552
Total 106682:			3,446.80			
106683	DAHM ENTERPRISES INC	SLUDGE REMOVAL	8,472.00	WATER & SEWER UTILITY FUND	SLUDGE DISPOSAL	60-51-5-551
106683	DAHM ENTERPRISES INC	SLUDGE REMOVAL	4,992.00	WATER & SEWER UTILITY FUND	SLUDGE DISPOSAL	60-51-5-551
106683	DAHM ENTERPRISES INC	SLUDGE TRANSPORTED	8,526.00	WATER & SEWER UTILITY FUND	SLUDGE DISPOSAL	60-51-5-551
Total 106683:			21,990.00			
106684	DAN LORANZ	COMPUTER CLASS INSTRUCTION	1,400.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
Total 106684:			1,400.00			
106685	DANIELLE SOFIE	FACILITY RENTAL REFUND	50.00	RECREATION CENTER FUND	FACILITY RENTAL	05-00-3-328
Total 106685:			50.00			
106686	DENISE HOOVER	DEPOSIT REFUND - COMMUNITY RO	75.00	PERFORMING ARTS	MATERIALS AND SERVICES	07-00-2-365
Total 106686:			75.00			
106687	FIRSTMERIT BANKCARD CTR	SD CARDS	48.03	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
106687	FIRSTMERIT BANKCARD CTR	PLUMBING SEMINARS	150.00	GENERAL FUND	TRAVEL AND TRAINING	01-05-4-452
106687	FIRSTMERIT BANKCARD CTR	CLOTHES FOR WORK	79.97	GENERAL FUND	EQUIPMENT	01-05-7-720
106687	FIRSTMERIT BANKCARD CTR	WEB RECEIPTS	56.32	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106687	FIRSTMERIT BANKCARD CTR	WEBSITE RENEWAL	17.49	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
106687	FIRSTMERIT BANKCARD CTR	LUNCH - SPRINGFIELD	11.63	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
106687	FIRSTMERIT BANKCARD CTR	CAFÉ SUPPLIES	49.00	PERFORMING ARTS	SUPPLIES	07-11-6-606
106687	FIRSTMERIT BANKCARD CTR	WEBSITE	20.99	PERFORMING ARTS	COMMUNICATIONS	07-11-5-501
106687	FIRSTMERIT BANKCARD CTR	LIBRARY MATERIALS	43.99	LIBRARY	BOOKS & OTHER LIBRARY MATERIAL	08-00-7-740
106687	FIRSTMERIT BANKCARD CTR	SYMANTEC ENDPOINT PROTECT	600.00	LIBRARY	ELECTRONIC ACCESS	08-00-5-517
106687	FIRSTMERIT BANKCARD CTR	BATTERY BACKUP	182.95	PERFORMING ARTS	MATERIAL TO MAINT. EQUIPMENT	07-11-6-621
106687	FIRSTMERIT BANKCARD CTR	TRAINING	30.00	WATER & SEWER UTILITY FUND	TRAVEL AND TRAINING	60-53-4-452
106687	FIRSTMERIT BANKCARD CTR	MATLS - FIX WATER DAMAGE - OH	2,577.27	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106687	FIRSTMERIT BANKCARD CTR	SUPPLIES	32.97	LIBRARY	SUPPLIES	08-00-6-606
106687	FIRSTMERIT BANKCARD CTR	MEETING EXPENSE	34.96	GENERAL FUND	EXPANSION/RETENTION SERVICES	01-12-5-536
106687	FIRSTMERIT BANKCARD CTR	DISPLAY	460.95	LIBRARY	SUPPLIES	08-00-6-606
106687	FIRSTMERIT BANKCARD CTR	DANCE RECITAL	105.00	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106687	FIRSTMERIT BANKCARD CTR	TRAINING	40.00	LIBRARY	SICK LEAVE CONVERSION	08-00-4-451
106687	FIRSTMERIT BANKCARD CTR	DANCE RECITAL	53.18	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106687	FIRSTMERIT BANKCARD CTR	SUPPLIES	26.80	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
106687	FIRSTMERIT BANKCARD CTR	BACKUP HARD DRIVES	1,073.62	GENERAL FUND-CIP	COMPUTER NETWORK	82-01-7-704
106687	FIRSTMERIT BANKCARD CTR	MEETING SUPPLIES	79.45	LIBRARY	SICK LEAVE CONVERSION	08-00-4-451
106687	FIRSTMERIT BANKCARD CTR	GIFT CERT REC MEMBER OF MONTH	11.00	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
106687	FIRSTMERIT BANKCARD CTR	PLUMBING SEMINARS	3.53	GENERAL FUND	TRAVEL AND TRAINING	01-05-4-452
106687	FIRSTMERIT BANKCARD CTR	MEETING SUPPLIES	178.15	LIBRARY	SICK LEAVE CONVERSION	08-00-4-451
106687	FIRSTMERIT BANKCARD CTR	DRINKING FOUNTAIN SUPPLIES	153.64	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106687	FIRSTMERIT BANKCARD CTR	PLUMBING SEMINARS	20.00	GENERAL FUND	TRAVEL AND TRAINING	01-05-4-452
106687	FIRSTMERIT BANKCARD CTR	CHEMICALS	143.98	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
106687	FIRSTMERIT BANKCARD CTR	CLOTHES FOR WORK	192.54	GENERAL FUND	EQUIPMENT	01-05-7-720
106687	FIRSTMERIT BANKCARD CTR	MEETING SUPPLIES	38.52	LIBRARY	SUPPLIES	08-00-6-606
106687	FIRSTMERIT BANKCARD CTR	HANDLES FOR EXERCISE ROPES	239.60	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
106687	FIRSTMERIT BANKCARD CTR	WATER	51.79	LIBRARY	SUPPLIES	08-00-6-606
106687	FIRSTMERIT BANKCARD CTR	WEB RECEIPTS	15.00	GENERAL FUND	OFFICE SUPPLIES	01-09-6-606
106687	FIRSTMERIT BANKCARD CTR	DYN DNS RENEWAL	40.00	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
106687	FIRSTMERIT BANKCARD CTR	TICKET REVENUE	54.10	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
106687	FIRSTMERIT BANKCARD CTR	CAKE FOR VOLUNTERS - COUNCIL	29.98	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
106687	FIRSTMERIT BANKCARD CTR	PARK-IT	390.58	LIBRARY BUILDING FUND	FURNITURE & EQUIPMENT	09-00-7-720
106687	FIRSTMERIT BANKCARD CTR	SENIOR TRIP	54.00	GENERAL FUND	SENIORS @ STAGE LEFT	01-11-6-620
106687	FIRSTMERIT BANKCARD CTR	HOOKLESS	53.10	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
106687	FIRSTMERIT BANKCARD CTR	WEBINARS	199.00	GENERAL FUND	TRAVEL & TRAINING	01-08-4-452
106687	FIRSTMERIT BANKCARD CTR	WEBSITE RENEWAL	17.49	GENERAL FUND	SERVICE TO MAINTAIN EQUIPMENT	01-01-5-552
106687	FIRSTMERIT BANKCARD CTR	SHIPPING	22.81	LIBRARY	POSTAGE	08-00-6-601
106687	FIRSTMERIT BANKCARD CTR	VIDEO CONVERSION TO DVD	27.39	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
106687	FIRSTMERIT BANKCARD CTR	TRAINING	50.00	WATER & SEWER UTILITY FUND	TRAVEL AND TRAINING	60-53-4-452
Total 106687:			7,760.77			
106688	HAMPTON, LENZINI & RENWICK INC	ROUNABOUT	6,184.00	GENERAL FUND-CIP	Roundabout-South Street	82-08-7-726
Total 106688:			6,184.00			
106689	HD SUPPLY WATERWORKS, LTD.	PIPE PARTS	163.15	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
106689	HD SUPPLY WATERWORKS, LTD.	HYDRANT PARTS WELL #8	1,888.17	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106689	HD SUPPLY WATERWORKS, LTD.	HYDRANT PARTS WELL #8	2,465.00	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 106689:			4,516.32			
106690	ILLINOIS DEPARTMENT OF AGRICULT	PEST CONTROL LICENSE APPLICATI	15.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
106690	ILLINOIS DEPARTMENT OF AGRICULT	PEST CONTROL LICENSE APPLICATI	20.00	GENERAL FUND	DUES & SUBSCRIPTIONS	01-08-4-454
Total 106690:			35.00			
106691	INTERSTATE BATTERY	BATTERY	76.90	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
Total 106691:			76.90			
106692	INTERTRADE USA COMPANY	CAFE SUPPLIES	532.00	PERFORMING ARTS	SUPPLIES & MATERIALS	07-13-6-606
Total 106692:			532.00			
106693	JACLYN HANSHAW	RECREATION INSTRUCTOR	120.75	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106693:			120.75			
106694	JANET KAYSER	WATER AEROBICS	88.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106694:			88.00			
106695	JILL FLORES	RECREATION INSTRUCTOR	218.75	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106695:			218.75			
106696	JOHN HOCKERSMITH	MAINTENANCE SERVICE	172.50	RECREATION CENTER FUND	SERVICE TO MAINTAIN BUILDING	05-00-5-550
Total 106696:			172.50			
106697	JOSE M. ZAMORANO	MAINTENANCE SERVICE	185.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 106697:			185.00			
106698	JOSIE PALA	RECEATION INSTRUCTOR	70.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
106698	JOSIE PALA	RECEATION INSTRUCTOR	829.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106698:			899.00			
106699	JUDITH BROWN	RECREATION INSTRUCTION	138.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106699:			138.00			
106700	JULIE DOERR	RECREATION INSTRUCTOR	80.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106700:			80.00			
106701	JULIE TROPP	RECREATION INSTRUCTOR	60.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106701:			60.00			
106702	KATHLEEN ZANK	RECREATION INSTRUCTION	396.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106702:			396.00			
106703	LAURA POWELL	RECREATION INSTRUCTOR	349.50	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106703:			349.50			
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - POLICE DEPARTMENT	149.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - EMRICSON FOOTBALL	686.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - OLSON PARK	147.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - MCCONNELL RD PARK	1,047.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - APPLE CREEK PARK	81.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - SESQUICENTENNIAL P	43.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - PRAIRIE RIDGE PARK	105.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - DICK TRACY PARK	195.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - DAVIS ROAD PARK	1,620.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - BANFORD RD PARK	61.80	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT- CITY HALL	41.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - EMRICSON PARK	770.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - AQUATIC CENTER	98.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT- BATES PARK	277.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURM MAINT - MARY ANN ST PARK	43.20	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - PARK IN THE SQUARE	92.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - TARA DR PARK	48.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - PUBLIC WORKS	49.20	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - MERRYMAN PARK	2,500.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - TRAIN STATION	56.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
106704	LAWN DOCTOR OF MCHENRY COUNT	TURF MAINT - DREAM FIELD	250.00	PARKS FUND	SERVICE TO MAINTAIN GROUNDS	06-00-5-551
Total 106704:			8,359.20			
106705	LESLIE BEHRNS	CPR TRAINING	75.00	GENERAL FUND	TRAVEL & TRAINING	01-09-4-452
106705	LESLIE BEHRNS	GROUP SWIM LESSONS	375.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
106705	LESLIE BEHRNS	LG CLASS	662.50	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106705:			1,112.50			
106706	MARIA CAMPBELL	RECREATION INSTRUCTOR	252.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106706:			252.00			
106707	MCHENRY ANALYTICAL WATER LABO	SAMPLE TESTING	135.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-51-5-509
106707	MCHENRY ANALYTICAL WATER LABO	FLOURIDE TESTING	30.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-50-5-509
106707	MCHENRY ANALYTICAL WATER LABO	SAMPLE TESTING	135.00	WATER & SEWER UTILITY FUND	LABORATORY TESTING SERVICES	60-51-5-509
Total 106707:			300.00			
106708	MDC ENVIRONMENTAL SERVICES	GARBAGE STICKERS	4,020.00	ESCROW FUND	BAGS/STICKERS/BINS/TOTES	72-00-0-214
106708	MDC ENVIRONMENTAL SERVICES	YARD WASTE STICKERS	3,600.00	ESCROW FUND	BAGS/STICKERS/BINS/TOTES	72-00-0-214
Total 106708:			7,620.00			
106709	MENARDS	TOOLS	49.47	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
106709	MENARDS	BUILDING MAT"LS FOR MEZZANINE P	1,031.46	GENERAL FUND-CIP	EXISTING PUBLIC WORKS FACILTY	82-02-7-713
106709	MENARDS	BUILDING MAT"LS FOR MEZZANINE P	508.03	WATER & SEWER UTILITY FUND	DPW FACILITY EXPANSION & MAINT	60-54-7-713
106709	MENARDS	PIPE, BATTERIES	305.65	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
106709	MENARDS	INHOUSE INVESTIGATION WATER DA	29.98	GENERAL FUND-CIP	OPERA HOUSE	82-02-7-708
106709	MENARDS	ELECTRICAL REPAIRS & INTERIOR LI	48.80	PERFORMING ARTS	MATERIAL TO MAINTAIN BUILDING	07-11-6-620
106709	MENARDS	PLAYGROUND MAINTENANCE SUPPL	13.67	PARKS FUND	RECREATION SUPPLIES	06-00-6-611
106709	MENARDS	REC SUPPLIES	121.30	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106709	MENARDS	MERRYMAN PARK SUPPLIES	33.37	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106709	MENARDS	DE-WINTERIZING SUPPLIES	43.98	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106709	MENARDS	BUILDING MAT"LS FOR MEZZANINE P	496.46	GENERAL FUND-CIP	EXISTING PUBLIC WORKS FACILTY	82-02-7-713
106709	MENARDS	BUILDING MAT"LS FOR MEZZANINE P	244.53	WATER & SEWER UTILITY FUND	DPW FACILITY EXPANSION & MAINT	60-54-7-713

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106709	MENARDS	TOOLS	191.85	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
106709	MENARDS	TOOLS	125.58	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
106709	MENARDS	GARBAGE BAGS FOR POOP STATION	15.97	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106709	MENARDS	PW FLOOR	16.94	GENERAL FUND	MATERIAL TO MAINTAIN BUILDINGS	01-07-6-620
106709	MENARDS	PATH	66.38	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
106709	MENARDS	WEED WHIP, OIL, CAR WASH SUPPLI	87.54	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
106709	MENARDS	SOUTH PLANT OFFICE SUPPLIES	51.88	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
106709	MENARDS	MATERIALS	253.18	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-51-6-621
106709	MENARDS	TOOLS	65.83	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
106709	MENARDS	TOOLS	253.19	WATER & SEWER UTILITY FUND	TOOLS	60-51-6-605
Total 106709:			4,055.04			
106710	MODERN SIGN DESIGN INC	SIGN FOR RYDER'S WOODS	3,450.00	GENERAL FUND-CIP	RYDER WOODS	82-06-7-726
Total 106710:			3,450.00			
106711	MOLLY O'CONNOR	RECREATION INSTRUCTOR	550.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
106711	MOLLY O'CONNOR	RECREATION INSTRUCTOR	302.80	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106711:			852.80			
106712	MUNICIPAL FLEET MANAGERS ASSO	2016 ANNUAL DUES	30.00	GENERAL FUND	SUPPLIES	01-07-6-606
Total 106712:			30.00			
106713	NEVA E. LISS	RECREATION INSTRUCTOR	420.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106713:			420.00			
106714	NICOR	GAS WELL #8 GEN	27.78	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
106714	NICOR	GAS FOR EMERGENCY GENERATOR	28.26	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106714	NICOR	GAS FOR EMERGENCY GENERATOR	27.76	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106714	NICOR	UTILITY - GAS	270.99	WATER & SEWER UTILITY FUND	FUEL-HEATING	60-50-6-603
106714	NICOR	GAS FOR EMERGENCY GENERATOR	28.00	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106714	NICOR	GAS FOR EMERGENCY GENERATOR	26.72	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
106714	NICOR	GAS FOR EMERGENCY GENERATOR	40.02	WATER & SEWER UTILITY FUND	UTILITIES- LIFT STATIONS	60-52-5-540
Total 106714:			449.53			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106715	NORTHERN KEY & LOCK, INC.	KEYS FOR ELECTRICAL BOX	21.00	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106715:			21.00			
106716	PAMELA MCDONALD	RECREATION INSTRUCTION	721.50	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106716:			721.50			
106717	POOLBLU	LABOR - SERVICE TO LEAKING SPA J	186.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
106717	POOLBLU	MATERIALS - LEAKING SPA JET PUM	23.72	RECREATION CENTER FUND	MATERIAL TO MAINTAIN EQUIPMENT	05-00-6-621
106717	POOLBLU	ACID MAGIC	177.60	RECREATION CENTER FUND	POOL CHEMICALS	05-00-6-607
Total 106717:			387.32			
106718	QUILL CORPORATION	OFFICE SUPPLIES	52.91	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
106718	QUILL CORPORATION	INK CARTRIDGE	87.29	GENERAL FUND	SUPPLIES	01-01-6-606
Total 106718:			140.20			
106719	RAFAEL ARRELLANO	COMPUTER CLASS INSTRUCTION	525.00	LIBRARY	LIBRARY PROGRAMS	08-00-8-812
Total 106719:			525.00			
106720	REICHERT CHEVROLET & BUICK	SHIFTER	81.37	WATER & SEWER UTILITY FUND	MATERIALS TO MAINT. VEHICLES	60-52-6-622
106720	REICHERT CHEVROLET & BUICK	LATCH	126.54	GENERAL FUND	MATERIALS TO MAIN. VEHICLES	01-06-6-622
Total 106720:			207.91			
106721	REMAX PLAZA	REFUND WATER & CONNECTION FEE	99.29	WATER & SEWER UTILITY FUND	WATER & SEWER SALES	60-00-3-371
Total 106721:			99.29			
106722	RICH'S FOXWILLOW PINES NURSERY	RYDER WOODS TREES & VIBURNUM	5,400.00	GENERAL FUND-CIP	RYDER WOODS	82-06-7-726
Total 106722:			5,400.00			
106723	ROCK 'N' KIDS, INC	TOT ROCK/KID ROCK	840.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106723:			840.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106724	SHAW MEDIA	ADVERTISING	464.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
106724	SHAW MEDIA	ADVERTISING	474.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
106724	SHAW MEDIA	ADVERTISING	464.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
Total 106724:			1,402.00			
106725	SHERMAN MECHANICAL, INC.	FURNISH AND INSTALL NEW FITTING	3,141.00	AQUATIC CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	04-00-5-552
Total 106725:			3,141.00			
106726	SHERWIN-WILLIAMS CO ACCOUNTS	DREAM FIELD BENCH PAINTING SUP	131.44	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
Total 106726:			131.44			
106727	SHIRLEY A. KOCH	RECREATION INSTRUCTOR	136.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106727:			136.00			
106728	STANDARD EQUIPMENT COMPANY	SWEEPER RUBBER	316.89	ENVIRONMENTAL MANAGEMENT FU	MATERIAL TO MAINT. EQUIPMENT	90-00-6-621
Total 106728:			316.89			
106729	STAN'S OFFICE TECHNOLOGIES, IN	COPIER MAINTENANCE AGREEMENT	38.51	WATER & SEWER UTILITY FUND	SUPPLIES	60-51-6-606
Total 106729:			38.51			
106730	STEINER ELECTRIC COMPANY	LIGHTS	8,323.83	TAX INCREMENT FINANCING FUND	STREETSCAPE IMPROVEMENTS	41-00-7-721
Total 106730:			8,323.83			
106731	TAMMY DUNN	RECREATION INSTRUCTOR	105.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106731:			105.00			
106732	TIM HICKS	RECREATION INSTRUCTOR	693.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106732:			693.00			
106733	TODAYS BUSINESS SOLUTIONS INC	FAX PROGRAM	112.40	LIBRARY	COMMUNICATIONS	08-00-5-501

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106733:			112.40			
106734	TOTAL SYSTEMS ROOFING	ROOF REPAIR	417.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN BUILDING	60-51-5-550
106734	TOTAL SYSTEMS ROOFING	LEAK SERVICE CALL LOCATE & REPA	840.00	WATER & SEWER UTILITY FUND	SERVICE TO MAINTAIN EQUIPMENT	60-50-5-552
Total 106734:			1,257.00			
106735	VIKING CHEMICAL COMPANY	CREDIT	225.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
106735	VIKING CHEMICAL COMPANY	CHEMICALS	1,590.75	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
106735	VIKING CHEMICAL COMPANY	CHLORINE	551.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
106735	VIKING CHEMICAL COMPANY	CHEMICALS	2,226.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
106735	VIKING CHEMICAL COMPANY	DEPOSIT RETURN	1,435.00-	WATER & SEWER UTILITY FUND	CHEMICALS	60-51-6-607
Total 106735:			2,707.75			
106736	WATER SOLUTIONS UNLIMITED	PHOSPHATE	5,220.00	WATER & SEWER UTILITY FUND	CHEMICALS	60-50-6-607
Total 106736:			5,220.00			
106737	WILL ENTERPRISES	BASKETBALL JERSEYS	65.10	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
106737	WILL ENTERPRISES	BASKETBALL JERSEYS	79.30	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106737:			144.40			
106738	WOODSTOCK INDEPENDENT	ADVERTISEMENT	420.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
Total 106738:			420.00			
106739	WOODSTOCK LUMBER COMPANY	LUMBER	225.00	GENERAL FUND-CIP	DONATA CONSERVATION AREA	82-06-7-725
Total 106739:			225.00			
106740	WOODSTOCK POWER EQUIPMENT, I	HARDWARE	4.96	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106740	WOODSTOCK POWER EQUIPMENT, I	FILTER	47.36	WATER & SEWER UTILITY FUND	MATERIAL TO MAINTAIN EQUIP.	60-50-6-621
Total 106740:			52.32			
106741	WOODSTOCK ROTARY FOUNDATION	TABLE SPONSOR REC CENTER	320.00	RECREATION CENTER FUND	ADVERTISING	05-00-5-538

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106741:			320.00			
106742	YOUNG MASTERS MARTIAL ARTS	ROOM RENTAL	420.00	GENERAL FUND	BUILDING RENTAL	01-09-5-544
Total 106742:			420.00			
106743	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL SERVICES	1,567.50	GENERAL FUND	LEGAL SERVICES	01-01-5-502
106743	ZUKOWSKI ROGERS FLOOD MCARDL	LEGAL SERVICES - POLICE	6,263.29	POLICE PROTECTION FUND	LEGAL EXPENSES	03-00-5-502
Total 106743:			7,830.79			
106791	A. D. STARR	BASEBALL/SOFTBALL SCOREBOOK,	419.04	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106791:			419.04			
106792	APPLE CREEK FLOWERS	FLOWERS - ARTURA & ELISA DIAZ'S F	44.99	GENERAL FUND	PROGRAM SUPPLIES	01-09-6-612
Total 106792:			44.99			
106793	ARAMARK UNIFORM SERVICE	UNIFORM CLEANING	25.00	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106793:			25.00			
106794	BACKGROUNDS ONLINE	BACKGROUND, DRIVING CHECKS FO	374.95	GENERAL FUND	TESTING	01-04-5-509
Total 106794:			374.95			
106795	BILLY'S CUSTOM FLOORING	REPAIRS TO TRENCH DRAIN AT PW	300.00	GENERAL FUND-CIP	EXISTING PUBLIC WORKS FACILTY	82-02-7-713
Total 106795:			300.00			
106796	CITY OF WOODSTOCK	PETTY CASH - RECORDING FEES	3.50	GENERAL FUND	LEGAL SERVICES	01-05-5-502
106796	CITY OF WOODSTOCK	PETTY CASH - RECORDING FEES	10.50	GENERAL FUND	LEGAL SERVICES	01-05-5-502
106796	CITY OF WOODSTOCK	PETTY CASH - RETIREMENT BOXES	6.29	GENERAL FUND	EMPLOYEE RECOGNITION	01-04-8-811
106796	CITY OF WOODSTOCK	PETTY CASH - SUPPLIES	5.33	GENERAL FUND	SUPPLIES	01-05-6-606
106796	CITY OF WOODSTOCK	PETTY CASH - DISH SOAP.	5.67	GENERAL FUND	SUPPLIES	01-04-6-606
106796	CITY OF WOODSTOCK	PETTY CASH - HOT CHOC, WATER M	23.00	GENERAL FUND	SUPPLIES	01-01-6-606
106796	CITY OF WOODSTOCK	PETTY CASH - RUBBER STAMPS, INK	16.89	GENERAL FUND	SUPPLIES	01-03-6-606
106796	CITY OF WOODSTOCK	PETTY CASH - BOWS	15.73	GENERAL FUND	EMPLOYEE RECOGNITION	01-04-8-811

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106796	CITY OF WOODSTOCK	PETTY CASH - GIFT CARD	20.00	GENERAL FUND	SUPPLIES	01-03-6-606
106796	CITY OF WOODSTOCK	PETTY CASH - CONFERENCE	46.48	GENERAL FUND	TRAVEL & TRAINING	01-12-4-452
106796	CITY OF WOODSTOCK	PETTY CASH - MAGNETS	8.43	TAX INCREMENT FINANCING FUND	STREETSCAPE IMPROVEMENTS	41-00-7-721
106796	CITY OF WOODSTOCK	PETTY CASH - TRAVEL REIMBURSEM	18.50	GENERAL FUND	TRAVEL AND TRAINING	01-04-4-452
Total 106796:			180.32			
106797	CITY OF WOODSTOCK	PETTY CASH - CLEANING SUPPLIES	11.40	GENERAL FUND	SUPPLIES	01-08-6-606
Total 106797:			11.40			
106798	CROWN RESTROOMS	MARCH OR DIMES	160.00	GENERAL FUND	OTHER COMMUNITY EVENTS	01-11-6-615
Total 106798:			160.00			
106799	EXCAVATING CONCEPTS, INC.	RAINTREE PARK SILT REMOVAL	10,960.00	GENERAL FUND-CIP	I & I IMPROVEMENTS	82-09-7-709
Total 106799:			10,960.00			
106800	FARM AND FLEET C/O SYNCHRONY B	SOCKET	22.99	GENERAL FUND	SUPPLIES	01-07-6-606
106800	FARM AND FLEET C/O SYNCHRONY B	PEST. SPRAYER PARTS	67.99	PARKS FUND	MATERIAL TO MAINTAIN GROUNDS	06-00-6-623
106800	FARM AND FLEET C/O SYNCHRONY B	FITTINGS	22.54	PARKS FUND	MATERIAL TO MAINTAIN EQUIPMENT	06-00-6-621
106800	FARM AND FLEET C/O SYNCHRONY B	MATERIALS	62.92	WATER & SEWER UTILITY FUND	SUPPLIES	60-50-6-606
Total 106800:			176.44			
106801	FIRSTSPEAR LLC	EQUIPMENT	377.59	POLICE PROTECTION FUND	EQUIPMENT	03-00-7-720
Total 106801:			377.59			
106802	HEALTH AS WE AGE	WELLNESS PROGRAM FEES	302.00	HEALTH/LIFE INSURANCE FUND	WELLNESS PROGRAM FEES	75-00-5-505
Total 106802:			302.00			
106803	INDEPTH GRAPHICS & PRINTING	SUMMER 2016 CITY SCENE	7,563.55	GENERAL FUND	REC. SUPPLEMENT TO NEWS. (60%)	01-09-5-536
106803	INDEPTH GRAPHICS & PRINTING	SUMMER 2016 CITY SCENE	5,041.00	GENERAL FUND	CITY SCENE (40%)	01-01-5-536
Total 106803:			12,604.55			
106804	JOHN P. BYARD	KARATE SERVICES	255.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106804	JOHN P. BYARD	KARATE SERVICES	510.00	GENERAL FUND	INSTRUCTOR CONTRACTS	01-09-5-512
Total 106804:			765.00			
106805	JOSE M. ZAMORANO	MAINTENANCE SERVICE	100.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
106805	JOSE M. ZAMORANO	MAINTENANCE SERVICE	65.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN EQUIPMENT	05-00-5-552
Total 106805:			165.00			
106806	JOYCE A NARDULLI LLC	LEGISLATIVE ADVOCATE	5,000.00	GENERAL FUND	LEGISLATIVE ADVOCARTE	01-01-5-562
Total 106806:			5,000.00			
106807	JUDITH BROWN	RECREATION INSTRUCTION	138.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431
Total 106807:			138.00			
106808	LOGAN FRASER	FACILITY RENTAL REFUND	50.00	RECREATION CENTER FUND	FACILITY RENTAL	05-00-3-328
Total 106808:			50.00			
106809	MARY LYNN LISK	REC CENTER SUPPLIES	34.80	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 106809:			34.80			
106810	MCHENRY COUNTY DIV OF TRANSP	MCRIDE SERVICES - APRIL	2,703.58	PARATRANSIT FUND	PACE REIMBURSEMENT	26-00-5-503
Total 106810:			2,703.58			
106811	MENARDS	MATERIALS	79.17	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106811	MENARDS	DRANO	13.47	RECREATION CENTER FUND	MATERIAL TO MAINTAIN BUILDING	05-00-6-620
106811	MENARDS	BBBALL REPAIR	63.80	GENERAL FUND	EQUIPMENT MAINTENANCE	01-09-6-621
Total 106811:			156.44			
106812	MONICA AMRAEN	SENIOR SUPPLIES	27.54	GENERAL FUND	SENIORS @ STAGE LEFT	01-11-6-620
Total 106812:			27.54			
106813	MUZAK LLC	MUZAK LLC SERVICES	33.83	AQUATIC CENTER FUND	COMMUNICATIONS	04-00-5-501

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106813:			33.83			
106814	NICOR	UTILITY - GAS	638.26	RECREATION CENTER FUND	FUEL - HEATING	05-00-6-603
Total 106814:			638.26			
106815	NORTHERN PUBLIC RADIO	CORKY SIEGEL	800.00	PERFORMING ARTS	PROGRAMMING FUND - ADVERTISIN	07-11-5-526
Total 106815:			800.00			
106816	POOLBLU	STATE BOILER INSPECTION REQUIR	240.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN POOL	05-00-5-558
106816	POOLBLU	STATE BOILER INSPECTION REQUIR	533.14	RECREATION CENTER FUND	MATERIAL TO MAINTAIN POOL	05-00-6-622
106816	POOLBLU	TROUBLE SHOT SPA HEATER	138.00	RECREATION CENTER FUND	SERVICE TO MAINTAIN POOL	05-00-5-558
106816	POOLBLU	TROUBLE SHOT SPA HEATER	133.26	RECREATION CENTER FUND	MATERIAL TO MAINTAIN POOL	05-00-6-622
Total 106816:			1,044.40			
106817	POWER SYSTEMS	FLAT BAND	86.11	RECREATION CENTER FUND	PROGRAM SUPPLIES	05-00-6-612
Total 106817:			86.11			
106818	QUILL CORPORATION	INK CARTRIDGE, SUPPLIES	59.21	GENERAL FUND	SUPPLIES	01-08-6-606
106818	QUILL CORPORATION	INK CARTRIDGE, SUPPLIES	59.20	WATER & SEWER UTILITY FUND	SUPPLIES	60-53-6-606
106818	QUILL CORPORATION	WALL POCKETS, LETTER SIZE	26.99	GENERAL FUND	SUPPLIES	01-08-6-606
106818	QUILL CORPORATION	STRING & BUTTON BOXES	76.49	POLICE PROTECTION FUND	SUPPLIES	03-00-6-606
Total 106818:			221.89			
106819	ROBERT M STOLZMAN	"BACH 2 ROCK" APRIL 29, 2016	6,086.68	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106819:			6,086.68			
106820	ROBERT M STOLZMAN	"NEW COLONY SIX" APRIL 30, 2016	8,958.35	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106820:			8,958.35			
106821	SALLY LESCHER	WATER AEROBICS	147.00	RECREATION CENTER FUND	INSTRUCTORS/PERSONAL TRAINERS	05-00-3-431

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
Total 106821:			147.00			
106822	SCHMIDT PRINTING	SCHOOL FLYERS	408.00	GENERAL FUND	PRINTING SERVICES/ ADVERTISING	01-09-5-537
Total 106822:			408.00			
106823	SWISS MAID BAKERY	CAKE - NATIONAL PW WEEK LUNCHE	67.50	GENERAL FUND	SUPPLIES	01-08-6-606
Total 106823:			67.50			
106824	TIMOTHY HICKS MUSIC IN MOTION	DJ FOR TWEEN NIGHTS - DEPOSIT	600.00	AQUATIC CENTER FUND	PROFESSIONAL SERVICES	04-00-5-504
Total 106824:			600.00			
106825	TODAY'S UNIFORMS	UNIFORM	45.95	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
106825	TODAY'S UNIFORMS	UNIFORM	45.95	POLICE PROTECTION FUND	UNIFORM ALLOWANCE	03-00-4-453
Total 106825:			91.90			
106826	TRANS UNION RISK & ALTERNATIVE	SUBSCRIPTION	25.00	POLICE PROTECTION FUND	DUES & SUBSCRIPTIONS	03-00-4-454
Total 106826:			25.00			
106827	WI SCTF	PAYROLL LIABILITY	350.76	GENERAL FUND	PAYROLL W/H ADJUSTMENTS	01-00-0-211
Total 106827:			350.76			
106828	WOODSTOCK CHAMBER OF COMME	HYDRANT FLUSHING SIGN - FALL 201	50.00	WATER & SEWER UTILITY FUND	EDUCATION PROGRAMS	60-53-6-604
Total 106828:			50.00			
106829	WOODSTOCK COUNTRY CLUB	MEETING EXPENSE	28.50	GENERAL FUND	TRAVEL & TRAINING	01-01-4-452
Total 106829:			28.50			
106830	WOODSTOCK INDEPENDENT	SUMMER 2016 CITY SCENE AD	600.00	GENERAL FUND	PROFESSIONAL SERVICES	01-09-5-502
Total 106830:			600.00			

Check #	Payee	Description	Amount	Fund	GL Account Title	GL Account
106831	WOODSTOCK MUSICAL THEATRE CO	"INTO THE WOODS"	2,290.77	ESCROW FUND	OPERA HOUSE TICKETS	72-00-0-215
Total 106831:			2,290.77			
Grand Totals:			232,138.85			

City of Woodstock  
Warrant No. 3713

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



Treasurer



City Manager

The Finance Director is hereby authorized to issue order on the City Treasurer covering the above listed obligations approved by the City Council this 17<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

**City of Woodstock**  
**Credit Card Activity (FirstMerit Bank)**  
**Closing Date 5-1-16**

ACCOUNT	VENDOR	DESCRIPTION	Amount	Date	Vendor	Invoice
01-00-5-380	REBATE	REBATE				
<b>Lowen</b>						
<b>Stelford</b>						
01014452	WAL-MART	CAKE FOR VOLUNTEERS - COUNCIL	\$ 29.98	04/06/16	2343	4616
<b>Christensen</b>						
72000215	PAYFLOW/PAYPAL	TICKET REVENUE	\$ 54.10	04/05/16	2647	4516
<b>Sager</b>						
<b>Napolitano</b>						
01057720	FARM & FLEET	UNIFORMS	\$ 192.54	04/27/16	2679	42716
01057720	FARM & FLEET	UNIFORMS	\$ 79.97	04/27/16	2679	042716
01054452	SIUE	PLUMBING SEMINARS	\$ 20.00	04/26/16	1912	42616
01054452	IL EPAY/FORTE	PLUMBING SEMINARS	\$ 3.53	04/25/16	3138	42516
01054452	IL EPAY/FORTE	PLUMBING SEMINARS	\$ 150.00	04/25/16	3138	042516
<b>Scharres</b>						
07116606	SHOPKEEP	CAFÉ' SUPPLIES	\$ 49.00	03/11/16	2672	31116
07115501	HOMESTEAD	WEBSITE	\$ 20.99	03/23/16	2684	32316
82027708	GEOPROBE SYSTEMS	MATLS - FIX WATER DAMAGE - OH	\$ 2,577.27	04/14/16	3139	41416
<b>Schober</b>						

**City of Woodstock**  
**Credit Card Activity (FirstMerit Bank)**  
**Closing Date 5-1-16**

<b>ACCOUNT</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>Amount</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>
<b>Weber</b>						
08007740	NETFLIX	LIBRARY MATERIALS	\$ 43.99	04/11/16	2677	41116
08006606	DS SERVICES STANDARD	WATER	\$ 51.79	04/04/16	3140	4416
09007720	BARCO PRODUCTS	PARK-IT	\$ 390.58	04/06/16	3141	4616
08006601	UPS	SHIPPING	\$ 22.81	04/07/16	2296	4716
08005517	TECHSOUP	SYMANTEC ENDPOINT PROTECT	\$ 600.00	04/12/16	2845	41216
08006606	JEWEL	SUPPLIES	\$ 32.97	04/14/16	2844	41416
08006606	DISPLAYS2GOCOM	DISPLAY	\$ 460.95	04/19/16	2747	41916
08004451	EB BEST OF THE BEST	TRAINING	\$ 40.00	04/20/16	3142	42016
08004451	PANERA BREAD	MEETING SUPPLIES	\$ 79.45	04/24/16	2894	42416
08004451	ROSATIS PIZZA	MEETING SUPPLIES	\$ 178.15	04/25/16	1877	42516
08006606	DOMINO'S	MEETING SUPPLIES	\$ 38.52	04/27/16	3040	42716
<b>Zinnen</b>						
01096606	PLUG N PAY INC	WEB RECEIPTS	\$ 15.00	04/04/16	2660	4416
01096606	PLUG N PAY INC	WEB RECEIPTS	\$ 56.32	04/04/16	2660	40416
01016620	KANE COUNTY COUGARS	SENIOR TRIP	\$ 54.00	04/06/16	3143	4616
01096612	DUNKIN	DANCE RECITAL	\$ 105.00	04/19/16	2750	41916
01096612	OFFICE MAX	DANCE RECITAL	\$ 53.18	04/20/16	1643	42016
05006612	OPENSKY PROJECT INC	SUPPLIES	\$ 26.80	04/20/16	3144	42016
05006612	RST RESTAURANT.COM	GIFT CERT REC MEMBER OF MONTH	\$ 11.00	04/24/16	3145	42416
05006612	DIRECT FITNESS	HANDLES FOR EXERCISE ROPES	\$ 239.60	04/27/16	594	42716
05006607	IN THE SWIM	CHEMICALS	\$ 143.98	04/26/16	1067	42616
<b>McElmeel</b>						
01015552	DYN.COM	DYN DNS RENEWAL	\$ 40.00	04/04/16	3146	4416
07116621	AMAZON MKTPLACE	BATTERY BACKUP	\$ 182.95	04/12/16	2654	41216
03006606	AMAZON MKTPLACE	SD CARDS	\$ 48.03	04/12/16	2654	041216
82017704	PROVATAGE	BACKUP HARD DRIVES	\$ 1,073.62	04/21/16	2652	42116
01015552	DOTSTER	WEBSITE RENEWAL	\$ 17.49	03/07/16	2847	3716
01015552	DOTSTER	WEBSITE RENEWAL	\$ 17.49	03/07/16	2847	30716

**City of Woodstock**  
**Credit Card Activity (FirstMerit Bank)**  
**Closing Date 5-1-16**

<b>ACCOUNT</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>Amount</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>
<b>Lieb</b>						
03006606	AMAZON	HOOKLESS	\$ 53.10	04/06/16	2654	4616
03006606	IN AVRESTORE	VIDEO CONVERSION TO DVD	\$ 27.39	04/08/16	3147	4816
<b>Van Landuyt</b>						
01084452	CLEARLAWNINSTITUTE	WEBINARS	\$ 199.00	04/06/16	3148	4616
60534452	UNIVERSITY OF ILLINOIS	TRAINING	\$ 50.00	04/08/16	3123	4816
60534452	CITY OF AURORA	TRAINING	\$ 30.00	04/13/16	3149	41316
06006623	MOST DEPENDABLE FOUNTAINS	DRINKING FOUNTAIN SUPPLIES	\$ 153.64	04/26/15	1542	42615
<b>Anderson</b>						
01014452	SUBWAY	LUNCH - SPRINGFIELD	\$ 11.63	04/10/16	2148	41016
01125536	D C COBBS	MEETING EXPENSE	\$ 34.96	04/15/16	3150	41516
<b>Total</b>			<b>\$ 7,760.77</b>			



**CITY OF WOODSTOCK  
DEPARTMENT OF PUBLIC WORKS  
APRIL 2016 ACTIVITY REPORT**

<b>Compliments</b>	<b>Page 2</b>
<b>City Engineer</b>	<b>Page 3</b>
<b>Office Manager</b>	<b>Pages 4-6</b>
<b>Fleet Maintenance</b>	<b>Pages 7-8</b>
<b>Parks &amp; Facilities</b>	<b>Pages 9-10</b>
<b>Sewer &amp; Water Maintenance</b>	<b>Pages 11-12</b>
<b>Street Maintenance</b>	<b>Page 13</b>
<b>Wastewater Treatment</b>	<b>Pages 14-18</b>
<b>Water Treatment</b>	<b>Pages 19-20</b>

**COMPLIMENTS AND THANK YOU'S**

**DEPARTMENT OF PUBLIC WORKS**

April 2016

*Due to the efforts of each employee, attitude, and attention to the importance of QUALITY SERVICE to our residents, we have received the following compliments during the month. These residents/customers took the time to call, send a note, or stop in at the Public Works Office to say "thank you":*

<b>Employee/Div</b>	<b>From</b>	<b>Location</b>	<b>Activity</b>
Parks & Facilities	Vicki Smith	2940 Brahms Ln.	Resident called at the end of March concerned about her remaining Ash stump. She was told it would be about 2 weeks, and "the employees were out as promised and did a great job."
Sewer & Water	Councilperson Saladin	1267 Amber Ct.	Employee completed a water meter change out. Councilperson commented it was an "enjoyable experience."
Streets	Steve Sowa	836 Hickman Dr.	He called to say thanks for fixing the hole next to the grated manhole. The employees were out in "short order and did a great job fixing it."
Parks & Facilities	Glen Wilson	Bates Park	"I just wanted to say thank you for the extra efforts Parks crew put in this weekend for our tournament at Bates. The fields were prepped on Friday, yet there were teams practicing on them Friday evening, and the Parks crew came back on Saturday morning to re-prepare them for our tournament. The extra effort is greatly appreciated."
Parks & Facilities	Joy Kottra	Downtown	"I was down on the Square for the first time since returning from FL and I can't tell you how much I enjoyed seeing the new bump-outs. They are just beautiful!!! Congratulations on a thoroughly wonderful addition to that part of town."

Your hard work and special efforts are recognized by our residents and appreciated by the City.

c: Mayor & City Council  
Roscoe Stelford



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To: Jeff Van Landuyt, Public Works Director  
From: Al Wilson, City Engineer  
Re: Engineering Division Monthly Report-April 2016  
Date: May 4, 2016

- Reviewed multiple utility permit applications
- Reviewed proposed site improvement plans for Porkies
- Attended meeting with Centegra Hospital and the MCCD regarding maintenance of Rt. 14 recreation path at Doty Road
- Reviewed proposed site improvement plans for Bull Valley Ford
- Reviewed progress of AT & T fiber optic improvements on Cass / Main / and Benton Street
- Reviewed and discussed proposed conservation easement at Dakota Ridge – Phase 3 with The Land Conservancy
- Prepared partial draft of pavement management/cost saving ideas for inclusion into City Council pavement management report
- Worked with Baxter & Woodman on revisions to storm water permit migration program
- Attended roundtable discussion regarding development opportunities on Rt. 14 from West Lake Shore Drive to Doty Road
- Met with IEPA and the McHenry-Lake County Soil & Water Conservation District on Rose Farm Road regarding a possible wetland encroachment concern
- Prepared documentation to be submitted to the State regarding the Main Street retrofit lighting project
- Met with property owners and City administration regarding development opportunities on Washington Street near the intersection of Rose Farm Road and Rt. 14
- Attended Pavement Task Force meeting in Cary to discuss potential County GIS participation
- Reviewed crack sealing bid documentation for joint partnering bid with Cary, McHenry and Algonquin



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To: Jeff Van Landuyt, Public Works Director  
From: Heather Keenan, Office Manager  
Re: Department of Public Works Office Monthly Report-April 2016  
Date: May 4, 2016

### **Bid Advertisings, Mailings, & Openings**

- HVAC Preventative Maintenance & Rate Guarantee (Bid opening: 04/29/16)

### **Collaborative Newsletter Articles**

- Getting To Know Your Water Service
- ComEd Tree Trimming
- Public Works Equipment You Should Know
- Spring Hydrant Flushing
- What Are Those Flags For Anyway?
- Leaves, Limbs, and Grass...Oh My!
- Where in Woodstock is This?
- Know What You're Feeding Your Lawn
- Downtown Bump-outs-Worth A Look

### **Adopt-A-Highway**

- Set up AAH events with the WNHS Student Council, WNHS Life Connections Program, Cub Scout Pack #350, WHS Choral Program, and the Claypools

### **Community Events**

- Coordinated signage needs with Streets Division for Little Angels event at Harley Davidson scheduled for Sunday, May 15, 2016
- Updated event details for Girls on the Run scheduled for Sunday, May 22, 2016
- Finalized task list (copy included) for the Woodstock North High School Senior Service Day project (May 13, 2016)



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### **Hydrant Flushing**

- Created newspaper press releases, posts for Facebook, and signage to alert residents of spring hydrant flushing program dates
- Mailed spring hydrant flushing program letter to 156 businesses and schools

### **Miscellaneous**

- Processed six Right-of-Way Opening Permits and four refund requests, rescheduled two refund inspections for lack of visible grass growing in the Right-of-Way
- Started re-vamping Right-of-Way Opening Permit application
- Processed/invoiced for seven Oversize/Overweight Permits
- Finished Department of Public Works Administration file inventory spreadsheet, started inventory of boxes for archive
- Continued preparations for National Public Works Week employee luncheon taking place on Tuesday, May 17, 2016
- Started paperwork for prevailing wage staff report and ordinance (tentatively scheduled for June 21, 2016 council meeting)

**Department of Public Works Projects for  
Woodstock High School Senior Service Day  
Friday, May 13, 2016, 12:00 – 3:00 pm**

Tentative tasks list for approximately 165 students:

- Paint dug out benches @ Dream Field (paint, brushes, scrapers, & disposable medical gloves provided)
- Paint following entrance signs (paint, brushes, scrapers, disposable medical gloves, & sandpaper provided):
  - 1) Banford Rd. Park
  - 2) Bates Park
  - 3) Northside Wastewater Treatment Plant (1965 Tappan St.)
  - 4) Southside Wastewater Treatment Plant (800 Dieckman St.)
- Hydrant painting (safety vests, brushes, paint, disposable medical gloves, & map provided)
- Roadway cleanup (safety vests, bags, disposable medical gloves provided ):
  - 1) Irving Ave.
  - 2) Brown St.
  - 3) Washburn St.
  - 4) East Lake St.
  - 5) Queen Anne Rd.
  - 6) Zimmerman Rd.
  - 7) Rose Farm Rd. (will need map)
  - 8) Lamb Rd. (will need map)
- Southview & Edgewood path mulching w/ The Land Conservancy (mulch & rakes provided – The Land Conservancy is providing any other equipment needed)
- William C. Donato Conservation path mulching & invasive species removal w/ The Land Conservancy (mulch & rakes provided – The Land Conservancy is providing any other equipment needed) and paint supplies for deck railing

To: Jeff Van Landuyt, Public Works Director  
From: Rob Lamz, Fleet Division Foreman  
Re: Fleet Division Monthly Report-April 2016  
Date: May 4, 2016

In the month of April, Fleet Division staff repaired or maintained over one-hundred vehicles and pieces of equipment completing more than two hundred-fifty job tasks. Some tasks were as simple as checking into a noise while others were more complicated and involved additional diagnostic efforts.

Staff reviewed and approved final drawings for the storage mezzanine in Fleet this month. Efforts to gather information on replacement of the overhead door on the interior of the building is complete and needs reevaluation after estimated costs came in higher than expected. Materials necessary for the resulting build-out were procured and ready to install once the mezzanine is in place.

Research and demonstrations are underway for replacement of the aging loader for the wastewater treatment plant. In April, Fleet received a Kubota R630 wheel loader as a demonstration piece through Burris Equipment in Ingleside. While compact in size, the loader performed well and operators found the ride quality favorable. In an effort to collect as much information as possible, Fleet is scheduling the use of a Case 321F and Wacker-Neuson WL60 for the same purpose.

Fleet staff serviced Streets truck nine and installed the watering tank this month. In years past, the only way to fill the large-capacity water tank was to scale the side of the truck and drop a fire hose into the tank. Fleet revised the plumbing at the bottom of the tank to accept a hose line to fill from ground level to improve efficiency and minimize potential exposure to injury. Parks staff, after consulting with both the Water Treatment and Wastewater Treatment divisions are now irrigating with non-potable water from the Southside Wastewater plant. This provides a cost effective and environmentally friendly alternative to past practices.



Staff diagnosed and replaced a faulty propane shut-off solenoid on pickup truck #1 after receiving reports of intermittent issues. Fleet road-tested the unit to verify the issue and discovered a problem with the propane system. The unit was either not converting or was switching back to gasoline at random intervals. A new shut-off solenoid pack corrected the situation and the truck returned to service.

In cooperation with the Assistant Director, Fleet staff prepared documents, photos, and videos of surplus equipment for listing with GovDeals.com. All of the equipment was sold prior to the end of the 2015-

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2016 fiscal year with only three pieces awaiting pickup by the new owners. Staff feels this approach to eliminating surplus stock from inventory has proven effective as it provided a larger bidder pool, minimized staff efforts through elimination of transport, and provides an opportunity to sell surplus stock at any time throughout the year. Some units exceeded projected sale values and were destined for locations as far as Florida.



Fleet staff also responded to a request by representatives of Crystal Lake Public Works to borrow a plow for the upcoming American Public Works Association snowplow rodeo competition. This competition tests the skills of plow operators pitted against each other on an obstacle course. This long-standing practice continues the good relations between our two communities and results in the sharing of operational information between both.



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To: Jeff Van Landuyt, Public Works Director  
From: Ernie Nelson, Parks and Facilities Superintendent  
Re: Parks and Facilities Division Monthly Report-April 2016  
Date: May 4, 2016

### **Parks**

- Soil in the large downtown planters was removed in preparation for new product to be installed by the Jaycees
- The practice football field at Emricson Park was slit seeded in two directions
- Dog waste stations were installed at Sweetwater and the Sonatas park sites
- Removed winter cabs from equipment in preparation for summer operations
- Fleet Services serviced all of the Divisions summer equipment
- Staff built two sections of path for the William C. Donato Conservation Area
- Completed repairs to the pond restrooms at Emricson Park
- Repaired irrigation systems at the South St. and Bigelow soccer fields
- Summer field supplies have been received and stored for summer ball field maintenance
- Coordinated turf maintenance services with Lawn Doctor for multiple City-owned sites
- Staff evaluations have been completed and reviewed with each employee
- Spring banners were hung around the TIF District
- Staff re-measured and reset three soccer fields at Davis Park, which will allow the areas to grow & establish new turf
- Staff planted 2,444 perennials in bump-outs around the Downtown TIF District
- Classic Fence started removing and installing the new backstop for Field 'A' at Emricson Park
- The outfield to infield transition at Field 'A' was re-cut to accommodate the new infield measurements
- Bases were set at 60', 65', and 70' on Field 'A' at Emricson Park
- Replacement backstop field netting at Bates Park was measured & ordered
- Leaf mulch was delivered and staff started installing it in downtown bump outs
- Staff is working on turning on water at park sites

### **Forestry**

- Rights-of-way Ash tree stumps were ground down in preparation for restoration following a coordination meeting between the Assistant Director, City Arborist, and Parks Foreman
- Crews removed a tree at 1033 Jefferson St. due to high winds, and trimmed the two remaining right-of-way trees
- A hazardous Silver Maple tree was removed at 1937 Hilltop
- Staff responded to tree damage on Saturday, April 2, 2016 as a result of high winds

### **Facilities**

- Shingle damage on the PW storage building and pavilions at Emricson Park caused by high winds was repaired
- Various building maintenance tasks were completed at the Old Courthouse and Sheriff's House on the Square
- The following building maintenance was completed at the Library
  - 1) Replaced bulbs in meeting room & story room
  - 2) Debris clogs removed from downspouts
  - 3) Bike rack installed near main entrance
- A contractor is painting the playground feature in the main pool area at Woodstock Water Works
- Billy Custom Floor finished re-forming the drain in the main garage at PW

### **Training**

- John Mecklenburg conducted mower training for the entire Street Division staff

To: Jeff Van Landuyt, Public Works Director  
From: Shawn Parker, Sewer and Water Utilities Superintendent  
Re: Sewer & Water Division Monthly Report-April 2016  
Date: May 4, 2016

### **Water Distribution System**

- No water main breaks during the month of April
- Turned water off at 1813 Sebastian Way
- Turned water on at 147 South Hill Street and 1706 Butterfield
- Dug up b-box and turned water off at 468 West Judd Street (service leak vacant property)
- Repaired hydrant in the 600 block of McHenry Avenue
- Assisted resident with turning off b-box 1608 Walnut Street
- Inspected water service leak at 590 St. Johns Road, (letter sent to property owner)
- Assisted with brown water issues throughout city (situation at Water Treatment Plant)
- Assisted with replacement of valve at 780 Carol Avenue
- Checked out possible water leak at 1044 Castleshire Lane (ground water)
- Checked on discolored water at 350 Leah Lane (internal problem)
- Checked the two (2) water booster stations five days a week

### **Sanitary Sewer System**

- Responded to two (2) backup calls: 128 East Beech Street, 523 Fremont Street
- Videotaped sanitary sewer main on Benton Street for ongoing grease control problem
- Poured grease-controlling chemicals at several locations every Friday
- Cleaned float balls at several lift stations
- Cleaned impellers at Wanda Lane every Friday
- Inspected twenty (20) sanitary sewer lift stations five days a week



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### **Monthly Activities**

- Completed water meter readings, final readings, and 110 new meter installations
- Determined locations and completed inspections of water and sewer mains, buffalo boxes, and service lines for homeowners, contractors, plumbers, and Community & Economic Development.
- Monthly shut-offs – 6
- Leak inspections – 3
- Postings for non-payment - 35
- Assisted Parks Division with turning on water at several parks
- Welcomed new Meter Tech employee, Luke Dopke, 4/25/2016
- Assisted with repairs to floor drain at Public Works

**JULIE REQUESTS: 409**



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To: Jeff Van Landuyt, Public Works Director  
From: Roger Vidales, Street Division Foreman  
Re: Street Division Monthly Report-April 2016  
Date: May 4, 2016

**Street Division Items of Importance**

- Conversion of old streetlights on Main St. was completed to the new LED style (one remaining due to manufacturer part defect)
- A hole in one of the Vactor's suction tube elbows was discovered and replaced. The hole formed due to normal usage and was non-repairable
- Continued replacement of traffic control signs within snow route #7
- The Apple Creek Subdivision retention area was drained to an appropriate level and maintenance handed over to the HOA
- Lucas Road drainage was opened again and monitoring of the culvert will continue in May to make sure it is consistently flowing
- Two complete rounds of street sweeping have been completed
- One load of sweepings totaling 23.48 tons was hauled away to close out for fiscal year 15/16
- Storm intake repairs and rebuilds completed on Gerry St., Maple Ave., and Blakely St.



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To: Jeff Van Landuyt

From: Anne George, Wastewater Treatment Superintendent

Re: Wastewater Treatment Division Monthly Report-April 2016

Date: May 4, 2016

**South Plant:**

- 190,348 gallons of liquid sludge produced
- The oil and sight glasses were changed on all four aerators
- The door on the raw composite sampler was repaired
- Excess water from the flow pond was drained back to the plant
- Division employees collaborated with the Parks Division to start up the Davis Road soccer field irrigation system
- A riser was replaced in the south digester
- All other activity was routine in nature, preventive maintenance on equipment, buildings and grounds and plant operation

**North Plant:**

- Northern Key and Lock replaced the door handle and hardware on a door at Olson Park lift station
- Fleet coordinated testing of a demo loader from Kubota at the plant
- Prepared chemicals and equipment at both plants for chlorination season which begins May 1<sup>st</sup>
- Collected and analyzed samples from the discharge pipe outside of Claussen Pickle
- TSR on site to make roof repairs to the belt press building
- Division employees removed dams along Silver Creek on the north side of the plant and removed several dead trees
- All other activity was routine in nature, preventative maintenance on equipment, buildings and grounds, and plant operation

**Personnel**

- All division employees received and signed their annual evaluations



**CITY OF WOODSTOCK**  
**NORTHSIDE WASTEWATER TREATMENT PLANT**  
**MONTHLY REPORT OF DISCHARGE - FINAL EFFLUENT**  
**April, 2016**

<b>FLOW CONDITIONS</b>					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Average Daily Flow (MGD)	3.500	2.590	2.400	2.690	2.110
Maximum Daily Flow (MGD)	10.500	5.693	5.693	8.816	8.816
Minimum Daily Flow (MGD)	not applicable	1.879	1.770	1.825	1.260
Rain/Snow Amount (inches)	not applicable	3.30	8.60	3.93	7.14

<b>COMPLIANCE PARAMETERS AND PERMIT REQUIREMENTS</b>					
	Permit Limits	This Month	Year To Date	This Month Last Year	Year to Date Last Year
<b>CBOD<sub>5</sub> (mg/l)</b>					
monthly average	10	3	2.25	2	2
daily maximum	20	9	4.75	5	3.8
# of violations		0	0	0	0
<b>Suspended Solids (mg/l)</b>					
monthly average	12	7	9.25	8	6.75
daily maximum	24	14	17.25	11	12
# of violations		0	0	0	0
<b>Fecal Coliform (colonies/100 ml)</b>					
daily maximum	400	n/a	n/a	n/a	n/a
# of violations		0	0	0	0
<b>pH</b>					
minimum	6	7.6	7.4	7.7	7.6
maximum	9	7.9	7.9	8	8
# of violations		0	0	0	0
<b>Chlorine Residual (mg/l)</b>					
maximum	0.05	n/a	0	n/a	0
# of violations		0	0	0	0
<b>Ammonia Nitrogen (mg/l)</b>					
monthly average*	1.5*	0.86	0.93	0.57	0.6
daily maximum	3.0*	1.24	n/a	0.85	n/a
# of violations		0	0	0	0

\* April through October is 1.5 and 3.0. November through March is 2.2 and 5.6

**MONTHLY REPORT OF DISCHARGE - NORTHSIDE WASTEWATER TREATMENT PLANT**

April, 2016

Page - 2 -

<b>POPULATION EQUIVALENCY</b>					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Based on Flow @ 125 gal/capita/day	28,000	20,720	19,190	21,520	16,920
Based on BOD <sub>5</sub> @ 0.17 lb/capita/day	27,988	13,977	17,074	20,719	20,288
Based on TSS @ 0.20 lb/capita/day	27,996	19,224	21,208	21,874	24,716

<b>PLANT EFFICIENCY</b>					
		This Month	Year To Date	This Month Last Year	Year to Date Last Year
Measured with BOD <sub>5</sub> removal (%)		97.3	98.4	98.7	98.9
Measured with TSS removal (%)		96.1	95.6	95.9	97.5
Measured with NH <sub>3</sub> N removal (%)		92.8	93.3	96.4	97



# City of WOODSTOCK

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**CITY OF WOODSTOCK**  
**SOUTHSIDE WASTEWATER TREATMENT PLANT**  
**MONTHLY REPORT OF DISCHARGE - FINAL EFFLUENT**  
**April, 2016**

FLOW CONDITIONS					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Average Daily Flow (MGD)	1.750	2.062	1.850	1.356	1.110
Maximum Daily Flow (MGD)	5.400	2.711	2.711	2.791	2.791
Minimum Daily Flow (MGD)	not applicable	1.799	1.390	1.035	0.831
Rain/Snow Amount (inches)	not applicable	2.96	7.86	3.73	6.73

COMPLIANCE PARAMETERS AND PERMIT REQUIREMENTS					
	Permit Limits	This Month	Year To Date	This Month Last Year	Year to Date Last Year
<b>CBOD<sub>5</sub> (mg/l)</b>					
monthly average	10	1	1.5	2	4
daily maximum	20	2	n/a	3	n/a
# of violations		0	0	0	0
<b>Suspended Solids (mg/l)</b>					
monthly average	12	2	3	6	7.5
daily maximum	24	5	n/a	8	n/a
# of violations		0	0	0	0
<b>Fecal Coliform (colonies/100 ml)</b>					
daily maximum	400	n/a	n/a	n/a	n/a
# of violations		0	0	0	0
<b>pH</b>					
minimum	6	7.6	7.6	7.6	7.5
maximum	9	7.8	7.8	7.7	7.8
# of violations		0	0	0	0
<b>Chlorine Residual (mg/l)</b>					
maximum	0.05	n/a	0	n/a	0
# of violations		0	0	0	0
<b>Ammonia Nitrogen (mg/l)</b>					
monthly average	1.1	0.12	0.13	0.14	0.425
weekly average max	4.8	0.32	n/a	0.21	n/a
daily maximum	5.5	0.46	n/a	0.78	n/a
# of violations		0	0	0	0



**MONTHLY REPORT OF DISCHARGE - SOUTHSIDE WASTEWATER TREATMENT PLANT**

April, 2016

Page - 2 -

POPULATION EQUIVALENCY					
	Design Capacity	This Month	Year To Date	This Month Last Year	Year to Date Last Year
Based on Flow @ 100 gal/capita/d	17,500	20,620	18,503	13,560	11,150
Based on BOD <sub>5</sub> @ 0.17 lb/capita/d	15,605	10,419	10,039	8,715	8,092
Based on TSS @ 0.20 lb/capita/d	13,964	11,780	12,497	9,839	9,366

PLANT EFFICIENCY					
		This Month	Year To Date	This Month Last Year	Year to Date Last Year
Measured with BOD <sub>5</sub> removal (%)		99.0	98.6	98.5	97.4
Measured with TSS removal (%)		98.5	98.2	96.6	96.3
Measured with NH <sub>3</sub> N removal (%)		99.2	99.3	99.2	98.1

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

SOLIDS HANDLING					
		This Month	Year To Date	This Month Last Year	Year to Date Last Year
Gallons Produced (MG)		0.190	0.966	0.220	0.827
Dry Tons		11.35	54.79	13.63	43.06
Removed from facility	Land application	0	0	0	0
Dry Tons		0	0	0	0
	N. Plant Press	0.000	0.618	0.342	0.738
Dry Tons		0	43.66	29.57	52.44
cubic yards removed	Drying Beds	0	0	0	0
Dry Tons		0	0	0	0

To: Jeff Van Landuyt

From: Will Smith, Water Superintendent

Re: Water Treatment Division Monthly Report-April 2016

Date: May 4, 2016

**Seminary Ave. Water Treatment Plant softener malfunction overview:**

- Plant over pressurized during a filter backwash sequence during April
- Staff flushed the underdrain and softening operations returned to normal
- Following day, post chlorine injector plugged
- Upon investigation, softener media was discovered in a Y strainer prior to the injector
- Media was removed and operations returned to normal
- Staff performed water hardness tests on each of the softeners and determined softener #3 was underperforming
- Softener #3 was immediately isolated and taken out of service
- At the directive of the Public Works Director, new media was ordered and Manusos General Contractor was contacted to provide a repair cost estimate (Manusos repaired softener #4 in 2013 after a similar failure)
- Replacement media was ordered and the repair to softener #3 will be scheduled upon receiving the materials

**WATER TREATMENT PLANTS REPORT**

April 2016

Zeolite Treatment		First Street Plant		Seminary Avenue Plant		Total	Total	
		2016	2015	2016	2015	2016	2015	
Total water pumped & treated	gal.	22,598,000	25,378,000	44,544,000	46,372,000	67,142,000	71,750,000	
Total water for softener backwash	gal.	623,000	712,000	995,000	1,073,000	1,618,000	1,785,000	
Total water for iron removal backwash	gal.	826,000	905,000	1,250,000	1,441,000	2,076,000	2,346,000	
Total water distributed	gal.	20,560,000	22,976,000	41,641,000	43,365,000	62,201,000	66,341,000	
Total raw water for blending	gal.	5,761,000	4,018,000	16,166,000	16,245,000	21,927,000	20,263,000	
Average daily pumping rate (dist.)	gpd.	685,333	741,161	1,388,033	1,398,871	2,073,367	2,140,032	
Salt used	lbs.	125,300	143,200	220,050	242,870	345,350	386,070	
Chlorine used	lbs.	688	866	1,567	1,697	2,255	2,563	
Hydrofluosilicic Acid used	lbs.	340	427	860	1,172	1,200	1,599	
Sodium Polyphosphate used	lbs.	2,237	2,613	4,823	4,946	7,060	7,559	
WATER QUALITY - DISTRIBUTION		WATER QUALITY INFORMATION			WATER QUALITY INFORMATION		PEAK FLOW COMBINED	
HARDNESS	11.00 GPG	HARDNESS	8.12 GPG	HARDNESS	12.8 GPG	2,352,000 gals	April 18th	
IRON	0.03 PPM	IRON	0.06 PPM	IRON	0.04 PPM			
RESIDUAL CHLORINE	1.03 PPM	RESIDUAL CHLORINE	1.95 PPM	RESIDUAL CHLORINE	1.07 PPM			
pH	7.4	pH	7.4	pH	7.2			
FLUORIDE	0.88 PPM	FLUORIDE	0.91 PPM	FLUORIDE	0.89 PPM			
PO 4	1.35 PPM	PO 4	1.39 PPM	PO 4	1.40 PPM			
SODIUM	60.92 PPM							

REMARKS:

Will Smith: Water Treatment Superintendent



**Recreation Department**

Dave Zinnen, Director  
820 Lake Avenue  
Woodstock, Illinois 60098  
815/338-4363 • fax 815/334-2279  
dzinnen@woodstockil.gov  
www.woodstockil.gov

TO: Parks & Recreation Commission  
FROM: Dave Zinnen  
DATE: May 6, 2016  
RE: **APRIL RECREATION DIRECTOR'S REPORT**

**ADMINISTRATION**

**Woodstock Recreation Center**

I just received the year-end numbers from Finances so I will review and send an addendum to this report.

Lost some of our New Year's resolution members resulting in our full-time membership dropping below the 1,200 goal to 1,196 with 50 punch-card members, 31 temporary members, and 175 youth memberships. As you may recall, children under 14 are free for full-time members. Although we don't receive membership fees from the children, we believe it is a good marketing tool to entice the parents to join.

Now that the weather has improved, we are trying to get the parking lot and grounds back in shape planting grass seed, flowers, and adding mulch around the bushes and trees.

Starting to plan for the annual summer maintenance shutdown in August and other projects for the new fiscal year. I'm getting prices on the following projects- recoating the epoxy floors in the men's and women's locker rooms, and portions of the pool deck; painting the cardio room; continuing to update the circuit and free weight areas; replacing the carpet in the multi-purpose room; replacing the security camera system; and installing a streaming digital information TV monitor. Obviously we can't do all these projects this year so we will have to prioritize based on available funding.

**Summer City Scene**

The Summer City Scene was direct mailed to over 15,000 residents in the 60098 zip code and the west side of Wonder Lake (District 200 boundaries) and also distributed to students at Harrison School in East Wonder Lake.

The City Scene is compiled by the Recreation Department with submittals from various City departments. In addition to the general information about City services that are published in each edition, there is also program information for the Challenger Learning Center, Opera House, Library, NISRA, Woodstock Water Works, the Recreation Center, and the Recreation Department.

**Woodstock Water Works**

Water Treatment, Parks, and Woodstock Water Works staff are preparing for the opening of the fourteenth season of the facility on Saturday, May 28.

In April, Pool Manager Leslie Behrns taught a last minute Lifeguard Training Course to increase job applicants for this summer at Woodstock Water Works. The course is a 40-hour course that is held over a two-week period and includes CPR/AED Certification. The class was filled with nine candidates who will help fill vacant summer positions.

The Water Treatment staff has begun filling the three pools, will test the play features and slides, and will start adding chemicals and turn on the boilers next week.

The Parks division has filled the sand play area and has been maintaining the facility's green spaces.

Outside contractors have painted the play features and will be finished with resurfacing the men's locker room, the guard's office, and the manager's office this week.

Once the college staff gets home and the high school staff is finished with school, they will start cleaning, painting, and prepping in the bathhouse; clean and prep the pavilions, food courts, outside restroom, walkways, and decks; and will mulch and plant flowers.

During the next two weeks, the 75-member staff will undergo training that will include discussing personnel policies, training with the Woodstock Fire Department and the Woodstock Police Department to review emergency procedures, and holding CPR recertification trainings to update returning staff in CPR and First Aid.

**CITY COUNCIL BUDGET APPROVAL**

The City Council approved the Rec Fund, Rec Center, WWW, and NISRA budgets as submitted. In summary, the total operating budget of the Recreation Department which includes the Recreation Fund, Aquatic Center, and Rec Center, is over \$1,400,000.

The Rec Center continues to operate profitably and if we experience warmer temperatures this summer than we have the past three summers, we are confident that we can return to operating the Aquatic Center in the black leaving the Recreation Department as our only subsidized operation.

In essence, the General Fund subsidy for the Recreation Department covers the salaries of four and a half full-time Rec staff- the Director, Rec Center Manager, and two Program Coordinators (the third Program Coordinator is funded jointly by the Recreation Fund and the Rec Center) and

the Recreation Department's share of the front counter personnel. All other expenses including instructors, program aides, sports officials, program supplies, equipment, office expenses, marketing materials, transportation, and personal services are all paid for by program fee revenues and sponsorship income. Combining all three funds, for FY16/17, the Department is projected to offset 72% of its operating expenses with fee based revenues.

WWW was allocated \$30,000 from the CIP to replace the boat slide this fall. This is the first time since FY01/02 that the Department will receive funding from the General Fund CIP. With the exception of the boat slide, all capital improvements for the Department have been funded by revenues generated through operation of the Aquatic Center and Recreation Center.

## **RECREATION**

The Program Activity Report for the Winter/Spring session is attached.

Special events and other notable dates that have occurred since we last met in February include:

The twelfth annual Daddy/Daughter Dance was Saturday, Feb 27 at the Rec Center gym and multi-purpose room with a record 97 couples participating.

The post season tournament for the 1<sup>st</sup> - 6<sup>th</sup> grade boys and girls developmental basketball leagues finished in mid-March in time for Spring Break. We ended up with close to 380 kids in the program and 42 teams.

Discounted season pool passes and picnic pavilion reservations went on sale on March 1.

The NISRA Recognition Banquet was March 16.

The annual Dance Recital was April 20 at Woodstock High's auditorium. Over 120 dancers representing twelve dance classes participated. The event drew a crowd of over 600 and ticket sales netted over \$2,000 for the department.

The SEDOM Recognition Breakfast was May 3.

Planning is underway for the upcoming summer special events:

Woodstock Challenge on Saturday, June 11

The Rec Dept/Heatwave Girls Softball Tournament July 8-10 (already 65 teams entered)

Summer in the Park July 13-17

We.can.tri Triathlon on Aug 7

Touch A Truck on August 28

Run Date: 05/06/16

## Activity Listing

Run Time: 9:19A

## Detail

User: MLL

Beg Date	Time Period	Actv #	Description	Sec	End Date	Meeting Days	Min	Max	Res	N/R	Tot	Status	W>List
01/02/2016	6:30P- 8:30P	328021	Tween Night at Rec	A	01/02/2016	Sa	8	40	0	0	0	Open	0
01/04/2016	9:00A-10:00P	325201	Private Tap Lessons	A	05/01/2016	Every Day	1	99	0	0	0	Open	0
	9:00A- 2:00P	327171	Girls 1st & 2nd	A	03/12/2016	Sa	5	75	9	6	15	Open	0
	9:00A- 2:00P	327171	Girls 3rd & 4th	B	03/12/2016	Su,W,Sa	5	75	37	16	53	Open	0
	9:00A- 2:00P	327172	Girls 5th & 6th	A	03/12/2016	Sa	5	75	21	9	30	Open	0
	9:00A- 2:00P	327173	Boys 1st & 2nd	A	03/12/2016	Sa	5	80	56	22	78	Open	0
	9:00A- 2:00P	327173	Boys 3rd	B	03/12/2016	Sa	5	60	31	17	48	Open	0
01/11/2016	10:00A- 6:00P	316041	Trotting Tots	A	05/01/2016	M,Tu,W,Th,F,Sa	1	10	3	0	3	Open	0
	4:00P- 5:00P	327011	Horseback Riding Jan	A	02/01/2016	M	2	5	1	0	1	Open	0
01/12/2016	5:15P- 6:15P	327012	Horseback Riding Jan	A	02/02/2016	Tu	2	5	0	0	0	Open	0
01/13/2016	5:30P- 6:30P	332331	Adult Horseback Jan	A	02/03/2016	W	2	5	0	0	0	Open	0
01/18/2016	9:00A- 2:00P	328161	Snow Tubing	A	01/18/2016	M	10	21	11	2	13	Open	0
	9:15A-10:00A	316141	ParentTot Gymnastics	A	02/22/2016	M	4	8	1	1	2	Open	0
	4:30P- 5:30P	323071	Youth Volleyball	A	02/29/2016	M	10	20	9	2	11	Open	0
	5:45P- 6:45P	323010	Yellow Belt & Up M&W	C	05/11/2016	M,W	15	22	12	1	13	Open	0
	6:45P- 7:45P	323010	Yellow Belt & Up Mon	D	05/09/2016	M	8	15	5	0	5	Open	0
	6:45P- 7:45P	332081	Tae Kwon Do/Karate	A	05/02/2016	M	10	15	7	1	8	Open	0
	7:30P- 8:30P	323201	Tumbling	A	02/22/2016	M	4	8	0	0	0	Open	0
01/19/2016	9:15A-10:00A	316161	Mighty Twisters	A	02/23/2016	Tu	4	8	1	0	1	Open	0
	4:30P- 5:20P	323252	Floor Hockey 7-8 yrs	A	02/16/2016	Tu	10	14	10	2	12	Open	0
	4:45P- 5:45P	323171	Beginning Gymnastics	A	02/23/2016	Tu	4	8	6	1	7	Open	0
	5:30P- 6:20P	323252	Floor Hockey 9-11yrs	B	02/16/2016	Tu	10	14	11	1	12	Open	0
	5:40P- 6:55P	323191	Intermed Gymnastics	A	02/23/2016	Tu	4	8	0	0	0	Open	0
01/20/2016	9:15A- 9:55A	316071	Tot Rock-Winter	A	03/09/2016	W	4	12	6	1	7	Open	0
	10:00A-10:40A	316081	Kid Rock-Winter	A	03/09/2016	W	4	12	6	3	9	Open	0
	10:45A-11:25A	316091	Kid Rock II-Winter	A	03/09/2016	W	4	12	5	1	6	Open	0
	6:45P- 7:15P	316101	Little Dragons Karat	A	05/04/2016	W	7	10	6	2	8	Open	0
01/21/2016	4:30P- 5:30P	316162	Mighty Twisters	A	02/25/2016	Th	4	8	0	0	0	Open	0
01/23/2016	9:00A- 9:45A	316191	Super Striker 3-4 yr	A	02/27/2016	Sa	8	20	13	4	17	Open	0
	10:00A-10:45A	316191	Super Striker 5-6 yr	B	02/27/2016	Sa	8	20	8	3	11	Open	0
01/27/2016	4:45P- 5:30P	323010	Wed Beginner	B	05/11/2016	W	15	22	14	2	16	Open	0
02/02/2016	4:15P- 4:55P	325060	Mini Poms I	A	04/12/2016	Tu	6	10	5	2	7	Open	0
	5:00P- 5:45P	325061	Mini Poms II	A	04/12/2016	Tu	6	12	13	1	14	W'LIST	1
	6:00P- 6:45P	315011	Little Dancers	B	04/12/2016	Tu	6	8	6	3	9	W'LIST	1
	6:00P- 6:45P	325191	Mini Hip Hop	A	04/12/2016	Tu	6	10	5	1	6	Open	0
	6:45P- 7:30P	325051	Hip Hop	B	04/12/2016	Tu	6	12	6	1	7	Open	0
	6:45P- 7:30P	325081	Poms	A	04/12/2016	Tu	6	12	7	1	8	Open	0
02/04/2016	5:00P- 5:45P	315011	Little Dancers	C	04/14/2016	Th	6	9	9	0	9	FULL	0
	5:00P- 5:45P	325051	Hip Hop	A	04/14/2016	Th	6	13	11	2	13	FULL	0
	5:45P- 6:30P	315021	Little Dancers II	C	04/14/2016	Th	6	9	9	0	9	W'LIST	1
	6:30P- 7:15P	315031	Ballet	A	04/14/2016	Th	6	10	8	3	11	W'LIST	2
02/06/2016	9:30A-10:15A	315031	Ballet	B	04/16/2016	Sa	6	10	9	1	10	FULL	0
	10:45A-11:45A	325171	Advanced Poms	A	04/16/2016	Sa	6	12	10	0	10	Open	0
	6:30P- 8:30P	328021	Tween Night at Rec	B	02/06/2016	Sa	8	40	0	0	0	Open	0
02/08/2016	4:00P- 5:00P	327011	Horseback Riding Feb	B	02/29/2016	M	2	5	1	0	1	Open	0
02/09/2016	5:15P- 6:15P	327012	Horseback Riding Feb	B	03/01/2016	Tu	2	5	0	0	0	Open	0

Run Date: 05/06/16

## Activity Listing

Run Time: 9:19A

## Detail

User: MLL

Beg Date	Time Period	Actv #	Description	Sec	End Date	Meeting Days	Min	Max	Res	N/R	Tot	Status	W>List
02/10/2016	5:30P- 6:30P	332331	Adult Horseback Feb	B	03/02/2016	W	2	5	0	3	3	Open	0
02/15/2016	6:00P- 7:00P	327262	STEM Programming	A	03/21/2016	M	6	16	6	2	8	Open	0
02/23/2016	4:30P- 5:20P	323251	Dodgeball 7-8 years	A	03/15/2016	Tu	10	20	14	2	16	Open	0
	5:30P- 6:20P	323251	Dodgeball 9-11 years	B	03/15/2016	Tu	10	20	11	1	12	Open	0
02/24/2016	6:30P- 8:30P	332281	DARE Card Making Fun	A	02/24/2016	W	10	100	0	1	1	Open	0
02/27/2016	9:00A- 9:40A	321011	Level I-Sat	A	04/23/2016	Sa	6	10	8	2	10	FULL	0
	9:45A-10:25A	321021	Level II-Sat	A	04/23/2016	Sa	6	10	9	1	10	W'LIST	3
	10:30A-11:10A	321031	Level III-Sat	A	04/23/2016	Sa	6	10	6	1	7	Open	0
	11:15A-12:00P	321041	Level IV-Sat	A	04/23/2016	Sa	6	10	3	2	5	Open	0
	6:00P- 8:00P	327081	Daddy/Daughter Dance	A	02/27/2016	Sa	40	85	84	14	98	W'LIST	2
02/28/2016	9:30A-10:00A	311161	Parent-Tot Swim	A	04/24/2016	Su	6	10	8	2	10	W'LIST	5
	10:00A-10:25A	311161	Parent-Tot Swim	B	05/01/2016	Su	6	10	8	2	10	W'LIST	1
02/29/2016	6:00P- 6:40P	321011	Level I/II-Mon	B	04/25/2016	M	6	10	8	2	10	W'LIST	5
	6:45P- 7:25P	321031	Level III-Mon	B	04/25/2016	M	6	10	6	0	6	Open	0
	7:30P- 8:15P	321041	Level IV, V, VI-Mon	B	04/25/2016	M	6	10	4	0	4	Open	0
03/05/2016	6:30P- 8:30P	328021	Tween Night at Rec	C	03/05/2016	Sa	8	40	0	0	0	Open	0
03/07/2016	4:00P- 5:00P	327011	Horseback Riding Mar	C	03/28/2016	M	2	5	0	0	0	Open	0
03/08/2016	5:15P- 6:15P	327012	Horseback Riding Mar	C	03/29/2016	Tu	2	5	0	0	0	Open	0
03/09/2016	5:30P- 6:30P	332331	Adult Horseback Mar	C	03/30/2016	W	2	5	0	0	0	Open	0
03/12/2016	10:30A-12:30P	327051	Canvas Craze Worksho	A	03/12/2016	Sa	8	12	10	1	11	Open	0
03/14/2016	9:15A-10:00A	316141	ParentTot Gymnastics	B	04/18/2016	M	4	8	0	0	0	Open	0
	7:30P- 8:30P	323201	Tumbling	B	04/18/2016	M	4	8	1	3	4	Open	0
03/15/2016	9:15A-10:15A	316161	Mighty Twisters	B	04/19/2016	Tu	4	8	0	0	0	Open	0
	4:45P- 5:45P	323171	Beginning Gymnastics	B	04/19/2016	Tu	4	8	4	0	4	Open	0
	5:40P- 6:55P	323191	Intermed Gymnastics	B	04/19/2016	Tu	4	8	0	0	0	Open	0
03/17/2016	4:30P- 5:30P	316162	Mighty Twisters	B	04/21/2016	Th	4	8	0	1	1	Open	0
03/28/2016	9:00A- 2:00P	327263	Stem Progamming Camp	A	04/01/2016	M,Tu,W,Th,F	6	16	5	0	5	Open	0
04/02/2016	6:30P- 8:30P	328021	Tween Night at Rec	D	04/02/2016	Sa	8	40	0	0	0	Open	0
04/04/2016	4:00P- 5:00P	327011	Horseback Riding Apr	D	04/25/2016	M	2	5	0	0	0	Open	0
	6:00P- 7:00P	327261	Lego Robotics	A	05/09/2016	M	6	16	12	3	15	Open	0
04/05/2016	5:15P- 6:15P	327012	Horseback Riding Apr	D	04/26/2016	Tu	2	5	0	0	0	Open	0
04/06/2016	9:15A- 9:55A	316071	Tot Rock-Spring	B	05/25/2016	W	4	12	6	2	8	Open	0
	10:00A-10:40A	316081	Kid Rock -Spring	B	05/25/2016	W	4	12	6	1	7	Open	0
	5:30P- 6:30P	332331	Adult Horseback Apr	D	04/27/2016	W	2	5	0	2	2	Open	0
04/11/2016	4:30P- 5:30P	323071	Youth Volleyball	B	05/16/2016	M	10	20	11	3	14	Open	0
04/25/2016	3:00P- 4:00P	332011	Womens Golf	B	05/23/2016	M	3	10	1	3	4	Open	0
	4:00P- 5:00P	323111	Golf 5-9 years	A	05/23/2016	M	3	15	9	6	15	FULL	0
	6:00P- 7:00P	332011	Adult Beg-Win	A	05/23/2016	M	3	10	8	2	10	FULL	0

Run Date: 05/06/16

# Activity Listing

Run Time: 9:19A

## Detail

User: MLL

Beg Date	Time Period	Actv #	Description	Sec	End Date	Meeting Days	Min	Max	Res	N/R	Tot	Status	W>List
05/07/2016	10:30A-12:30P	327051	Canvas Craze Worksho	B	05/07/2016	Sa	10	15	10	4	14	Open	0
	6:30P- 8:30P	328021	Tween Night at Rec	E	05/07/2016	Sa	8	40	0	0	0	Open	0

Total Classes In Selected Range: 86

Total Max Counts In Selected Range: 1,655

Total Residents Enrolled In Selected Range: 646

Total Non-Residents Enrolled In Selected Range: 178

Total Enrollments In Selected Range: 824

Total Slots Available In Selected Range: 831

Note: (\*) Indicates that this section has custom dates

**Selection Criteria:**

Date Range: 01/01/2016 Thru 06/01/2016

Sort Option: Date

Reg Option: All

Limit To Entered Age Range: No - Not Applicable

Actv Range: 300000 Thru 399999 Wildcard:

Type Range: Thru ZZZZZ Wildcard:

Days: Mon, Tue, Wed, Thu, Fri, Sat, Sun

Day Match: Any Day

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Cener Aero Room AT WDSTK REC CENTER

User: MLL

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Woodstock Recreation 5:30A- 6:20A Cize	2 Woodstock Recreation 8:00A- 9:15A Instructor Choice
					Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 9:30A-10:30A PiYO
					Woodstock Recreation 9:15A-10:15A Step	
					Woodstock Recreation 11:00A-11:45A Gentle Exercise	
					Woodstock Recreation 5:00P- 6:00P Vinyasa Flow	
3 Woodstock Recreation 9:00A- 9:30A Barbell Express	4 Woodstock Recreation 5:30A- 6:20A Turbo Kick	5 Woodstock Recreation 5:30A- 6:20A Muscle in the Morning	6 Woodstock Recreation 5:30A- 6:20A PiYO	7 Woodstock Recreation 5:30A- 6:30A RIP Barbell Strength	8 Woodstock Recreation 5:30A- 6:20A Cize	9 Woodstock Recreation 8:00A- 9:15A Instructor Choice
Woodstock Recreation 9:30A-10:30A Piloxing	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 4:30P- 5:15P Kids Yoga	Woodstock Recreation 7:45A- 8:45A Line Dancing	Woodstock Recreation 9:15A-10:20A Barbell Strength	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 9:30A-10:30A PiYO
	Woodstock Recreation 9:15A-10:15A Turbo Kick	Woodstock Recreation 5:30P- 6:30P Strength & Flexibility	Woodstock Recreation 9:15A-10:20A Explosive Circuit	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 9:15A-10:15A Step	
	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 6:45P- 7:45P Mixedfit	Woodstock Recreation 10:30A-11:30A Zumba Gold	Woodstock Recreation 4:15P- 5:15P Circuit Blast	Woodstock Recreation 11:00A-11:45A Gentle Exercise	
	Woodstock Recreation 4:15P- 5:15P Pilates Fit		Woodstock Recreation 4:15P- 5:15P Piloxing and Piyo	Woodstock Recreation 5:30P- 6:30P Zumba	Woodstock Recreation 5:00P- 6:00P Vinyasa Flow	
	Woodstock Recreation 5:30P- 6:30P Step		Woodstock Recreation 5:30P- 6:30P Barbell Strength	Woodstock Recreation 6:45P- 7:45P PiYo		
	Woodstock Recreation 6:45P- 7:45P Barbell Strength		Woodstock Recreation 6:45P- 7:45P Cize			
10 Woodstock Recreation 9:00A- 9:30A Barbell Express	11 Woodstock Recreation 5:30A- 6:20A Turbo Kick	12 Woodstock Recreation 5:30A- 6:20A Muscle in the Morning	13 Woodstock Recreation 5:30A- 6:20A PiYO	14 Woodstock Recreation 5:30A- 6:30A RIP Barbell Strength	15 Woodstock Recreation 5:30A- 6:20A Cize	16 Woodstock Recreation 8:00A- 9:15A Instructor Choice
Woodstock Recreation 9:30A-10:30A Piloxing	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 4:30P- 5:15P Kids Yoga	Woodstock Recreation 7:45A- 8:45A Line Dancing	Woodstock Recreation 9:15A-10:20A Barbell Strength	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 9:30A-10:30A PiYO

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Cener Aero Room AT WDSTK REC CENTER

User: MLL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10	11	12	13	14	15	16
	Woodstock Recreation 9:15A-10:15A Turbo Kick	Woodstock Recreation 5:30P- 6:30P Strength & Flexibility	Woodstock Recreation 9:15A-10:20A Explosive Circuit	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 9:15A-10:15A Step	
	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 6:45P- 7:45P Mixxedfit	Woodstock Recreation 10:30A-11:30A Zumba Gold	Woodstock Recreation 4:15P- 5:15P Circuit Blast	Woodstock Recreation 11:00A-11:45A Gentle Exercise	
	Woodstock Recreation 4:15P- 5:15P Pilates Fit		Woodstock Recreation 4:15P- 5:15P Piloxing and Piyo	Woodstock Recreation 5:30P- 6:30P Zumba	Woodstock Recreation 5:00P- 6:00P Vinyasa Flow	
	Woodstock Recreation 5:30P- 6:30P Step		Woodstock Recreation 5:30P- 6:30P Barbell Strength	Woodstock Recreation 6:45P- 7:45P PiYo		
	Woodstock Recreation 6:45P- 7:45P Barbell Strength		Woodstock Recreation 6:45P- 7:45P Cize			
17	18	19	20	21	22	23
Woodstock Recreation 9:00A- 9:30A Barbell Express	Woodstock Recreation 5:30A- 6:20A Turbo Kick	Woodstock Recreation 5:30A- 6:20A Muscle in the Morning	Woodstock Recreation 5:30A- 6:20A PIYO	Woodstock Recreation 5:30A- 6:30A RIP Barbell Strength	Woodstock Recreation 5:30A- 6:20A Cize	Woodstock Recreation 8:00A- 9:15A Instructor Choice
Woodstock Recreation 9:30A-10:30A Piloxing	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 4:30P- 5:15P Kids Yoga	Woodstock Recreation 7:45A- 8:45A Line Dancing	Woodstock Recreation 9:15A-10:20A Barbell Strength	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 9:30A-10:30A PIYO
	Woodstock Recreation 9:15A-10:15A Turbo Kick	Woodstock Recreation 5:30P- 6:30P Strength & Flexibility	Woodstock Recreation 9:15A-10:20A Explosive Circuit	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 9:15A-10:15A Step	
	Woodstock Recreation 10:30A-11:20A Lite n Lively	Woodstock Recreation 6:45P- 7:45P Mixxedfit	Woodstock Recreation 10:30A-11:30A Zumba Gold	Woodstock Recreation 4:15P- 5:15P Circuit Blast	Woodstock Recreation 11:00A-11:45A Gentle Exercise	
	Woodstock Recreation 4:15P- 5:15P Pilates Fit		Woodstock Recreation 4:15P- 5:15P Piloxing and Piyo	Woodstock Recreation 5:30P- 6:30P Zumba	Woodstock Recreation 5:00P- 6:00P Vinyasa Flow	
	Woodstock Recreation 5:30P- 6:30P Step		Woodstock Recreation 5:30P- 6:30P Barbell Strength	Woodstock Recreation 6:45P- 7:45P PiYo		
	Woodstock Recreation 6:45P- 7:45P Barbell Strength		Woodstock Recreation 6:45P- 7:45P Cize			
24	25	26	27	28	29	30
Woodstock Recreation 9:00A- 9:30A Barbell Express	Woodstock Recreation 5:30A- 6:20A Turbo Kick	Woodstock Recreation 5:30A- 6:20A Muscle in the Morning	Woodstock Recreation 5:30A- 6:20A PIYO	Woodstock Recreation 5:30A- 6:30A RIP Barbell Strength	Woodstock Recreation 5:30A- 6:20A Cize	Woodstock Recreation 8:00A- 9:15A Instructor Choice
Woodstock Recreation 9:30A-10:30A Piloxing	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 4:30P- 5:15P Kids Yoga	Woodstock Recreation 7:45A- 8:45A Line Dancing	Woodstock Recreation 9:15A-10:20A Barbell Strength	Woodstock Recreation 7:45A- 8:45A Zumba	Woodstock Recreation 9:30A-10:30A PIYO

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Cener Aero Room AT WDSTK REC CENTER

User: MLL

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

24

25

26

27

28

29

30

Woodstock Recreation  
9:15A-10:15A  
Turbo Kick

Woodstock Recreation  
5:30P- 6:30P  
Strength & Flexibility

Woodstock Recreation  
9:15A-10:20A  
Explosive Circuit

Woodstock Recreation  
10:30A-11:20A  
Lite n Lively

Woodstock Recreation  
9:15A-10:15A  
Step

Woodstock Recreation  
10:30A-11:20A  
Lite n Lively

Woodstock Recreation  
6:45P- 7:45P  
Mixedfit

Woodstock Recreation  
10:30A-11:30A  
Zumba Gold

Woodstock Recreation  
4:15P- 5:15P  
Circuit Blast

Woodstock Recreation  
11:00A-11:45A  
Gentle Exercise

Woodstock Recreation  
4:15P- 5:15P  
Pilates Fit

Woodstock Recreation  
4:15P- 5:15P  
Piloxing and Piyo

Woodstock Recreation  
5:30P- 6:30P  
Zumba

Woodstock Recreation  
5:00P- 6:00P  
Vinyasa Flow

Woodstock Recreation  
5:30P- 6:30P  
Step

Woodstock Recreation  
5:30P- 6:30P  
Barbell Strength

Woodstock Recreation  
6:45P- 7:45P  
PiYo

Woodstock Recreation  
6:45P- 7:45P  
Barbell Strength

Woodstock Recreation  
6:45P- 7:45P  
Cize

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center Gym AT WDSJK REC CENTER

User: MLL

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

					1 Woodstock Recreation 8:30A- 9:15A High Intensity Fusion  Woodstock N Feeder 5:30P- 9:00P woostock north feeder basketball	2 Thunder Woodstock 9:00A-10:00A Flag Football practice (Ed Carroll)  Woodstock Recreation 5:00P- 9:00P Tween Night
3	4 Woodstock Recreation 8:15A- 9:00A High Intensity Fusion  Woodstock Recreation 6:45P- 9:00P 16 & older Open Volleyball	5 Woodstock Recreation 7:00P- 9:00P 16 & older Open Basketball	6 Thresholds 10:00A-11:00A WALKING GROUP-STILL OPEN TO THE PUBLIC  Roxane Tillman 7:00P- 9:00P Private Volleyball Rental	7 Woodstock Recreation 4:15P- 5:00P Zumba Kids  Woodstock Recreation 5:30P- 6:30P Kick, Strike, HIIT	8 Woodstock Recreation 8:30A- 9:15A High Intensity Fusion	9 Belinda Strebel 5:30P- 7:30P birthday party
10	11 Woodstock Recreation 8:15A- 9:00A High Intensity Fusion  Youth Volleyball 4:15P- 5:30P 323071-B  Woodstock Recreation 6:45P- 9:00P 16 & older Open Volleyball	12 Woodstock Recreation 7:00P- 9:00P 16 & older Open Basketball	13 Thresholds 10:00A-11:00A WALKING GROUP-STILL OPEN TO THE PUBLIC  Edward Carroll 6:00P- 7:00P Private football practice  Roxane Tillman 7:00P- 9:00P Private Volleyball Rental	14 Woodstock Recreation 4:15P- 5:00P Zumba Kids  Woodstock Recreation 5:30P- 6:30P Kick, Strike, HIIT	15 Woodstock Recreation 8:30A- 9:15A High Intensity Fusion	16 Aimee Reese 5:30P- 9:30P BSA event
17 Melissa Hernandez 5:30P- 7:30P birthday party	18 Woodstock Recreation 8:15A- 9:00A High Intensity Fusion  Youth Volleyball 4:15P- 5:30P 323071-B  Woodstock Recreation 6:45P- 9:00P 16 & older Open Volleyball	19 Woodstock Recreation 7:00P- 9:00P 16 & older Open Basketball	20 Thresholds 10:00A-11:00A WALKING GROUP-STILL OPEN TO THE PUBLIC  Roxane Tillman 7:00P- 9:00P Private Volleyball Rental	21 Woodstock Recreation 4:15P- 5:00P Zumba Kids  Woodstock Recreation 5:30P- 6:30P Kick, Strike, HIIT	22 Woodstock Recreation 8:30A- 9:15A High Intensity Fusion	23 Danielle Sofie 5:00P- 7:00P birthday party
24	25 Woodstock Recreation 8:15A- 9:00A High Intensity Fusion	26 Woodstock Recreation 7:00P- 9:00P 16 & older Open Basketball	27 Thresholds 10:00A-11:00A WALKING GROUP-STILL OPEN TO THE PUBLIC	28 Woodstock Recreation 4:15P- 5:00P Zumba Kids	29 Woodstock Recreation 8:30A- 9:15A High Intensity Fusion	30

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center Gym AT WDSTK REC CENTER

User: MLL

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

24

Youth Volleyball  
4:15P- 5:30P  
323071-B

Woodstock Recreation  
6:45P- 9:00P  
16 & older Open Volleyball

25

26

Edward Carroll  
6:00P- 6:59P  
thunder football private  
rental

Roxane Tillman  
7:00P- 9:00P  
Private Volleyball Rental

27

28

Woodstock Recreation  
5:30P- 6:30P  
Kick, Strike, HIIT

29

30

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center MP Room A AT WDSTK REC CENTER

User: MLL

Sunday                      Monday                      Tuesday                      Wednesday                      Thursday                      Friday                      Saturday

					1 STEM Program Camp 9:00A- 2:00P 327262-B	2 Woodstock Recreation 5:00P- 9:00P Tween Night
					Woodstock N Feeder 5:00P- 9:00P woodstock north feeder basketball	
3 Woodstock Recreation 10:00A-12:00P Scrapbooking Jess B	4 Mon Beginner 4:15P- 5:30P 323010-A	5 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga	6 Tot Rock-Spring 9:15A- 9:55A 316071-B	7 Woodstock Recreation 7:45A- 9:00A Core Centric	8 Woodstock Recreation 1:45P- 4:30P ml/allen meetings	9 Advanced Poms 10:45A-11:45A 325171-A
	Yellow Belt & Up M&W 5:45P- 6:45P 323010-C	Woodstock Recreation 9:30A-10:45A Basic Yoga	Kid Rock -Spring 10:00A-10:40A 316081-B	Hip Hop 5:00P- 5:45P 325051-A	Danielle Sofie 4:30P- 7:00P birthday party (party starts at 5pm setup in mp room ok 4:30p)	Belinda Strebel 5:30P- 7:30P bday party
	Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	Little Dancers 6:00P- 6:45P 315011-B	Kid Rock II-Spring 10:45A-11:25A 316091-B			
		Hip Hop 6:45P- 7:30P 325051-B	Wed Beginner 4:15P- 5:30P 323010-B			
			Yellow Belt & Up M&W 5:45P- 6:45P 323010-C			
			Little Dragons Karat 6:45P- 7:15P 316101-A			
10	11 Mon Beginner 4:15P- 5:30P 323010-A	12 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga	13 Tot Rock-Spring 9:15A- 9:55A 316071-B	14 Woodstock Recreation 7:45A- 9:00A Core Centric	15	16 Advanced Poms 10:45A-11:45A 325171-A
	Yellow Belt & Up M&W 5:45P- 6:45P 323010-C	Woodstock Recreation 9:30A-10:45A Basic Yoga	Kid Rock -Spring 10:00A-10:40A 316081-B	Hip Hop 5:00P- 5:45P 325051-A		Aimee Reese 5:30P- 9:30P BSA event
	Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	Little Dancers 6:00P- 6:45P 315011-B	Kid Rock II-Spring 10:45A-11:25A 316091-B			
		Hip Hop 6:45P- 7:30P 325051-B	Woodstock Recreation 3:15P- 4:00P dz ml meeting			
			Wed Beginner 4:15P- 5:30P 323010-B			

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center MP Room A AT WDSJK REC CENTER

User: MLL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10	11	12	13 Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	14	15	16
17 Melissa Hernandez 5:30P- 7:30P birthday party	18 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	19 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga	20 Tot Rock-Spring 9:15A- 9:55A 316071-B  Kid Rock -Spring 10:00A-10:40A 316081-B  Kid Rock II-Spring 10:45A-11:25A 316091-B  Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	21 Woodstock Recreation 7:45A- 9:00A Core Centric	22	23
24	25 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	26 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga	27 Tot Rock-Spring 9:15A- 9:55A 316071-B  Kid Rock -Spring 10:00A-10:40A 316081-B  Kid Rock II-Spring 10:45A-11:25A 316091-B  Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	28 Woodstock Recreation 7:45A- 9:00A Core Centric	29	30

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center MP Room B AT WSTK REC CENTER

User: MLL

Sunday                      Monday                      Tuesday                      Wednesday                      Thursday                      Friday                      Saturday

					1 Woodstock N Feeder 5:00P- 9:00P woodstock north feeder basketball	2 Woodstock Recreation 5:00P- 9:00P Tween Night
3	4 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	5 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga  Mini Poms I 4:15P- 4:55P 325060-A  Mini Poms II 5:00P- 5:45P 325061-A  Mini Hip Hop 6:00P- 6:45P 325191-A  Poms 6:45P- 7:30P 325081-A	6 Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	7 Woodstock Recreation 7:45A- 9:00A Core Centric  Little Dancers 5:00P- 5:45P 315011-C  Little Dancers II 5:45P- 6:30P 315021-C  Ballet 6:30P- 7:15P 315031-A	8 Danielle Sofie 4:30P- 7:00P birthday party (party starts at 5pm setup in mp room ok 4:30p)	9 Ballet 9:30A-10:15A 315031-B  Belinda Strebel 5:30P- 7:30P bday party
10	11 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	12 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga  Mini Poms I 4:15P- 4:55P 325060-A  Mini Poms II 5:00P- 5:45P 325061-A  Mini Hip Hop 6:00P- 6:45P 325191-A  Poms 6:45P- 7:30P 325081-A	13 Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	14 Woodstock Recreation 7:45A- 9:00A Core Centric  Little Dancers 5:00P- 5:45P 315011-C  Little Dancers II 5:45P- 6:30P 315021-C  Ballet 6:30P- 7:15P 315031-A	15	16 Ballet 9:30A-10:15A 315031-B  Aimee Reese 5:30P- 9:30P BSA event
17	18	19	20	21	22	23

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center MP Room B AT WDSTK REC CENTER

User: MLL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
17 Melissa Hernandez 5:30P- 7:30P birthday party	18 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	19 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga	20 Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	21 Woodstock Recreation 7:45A- 9:00A Core Centric	22	23
24	25 Mon Beginner 4:15P- 5:30P 323010-A  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Yellow Belt & Up Mon 6:45P- 7:45P 323010-D	26 Woodstock Recreation 7:45A- 9:00A Multi Level Yoga  Woodstock Recreation 9:30A-10:45A Basic Yoga	27 Wed Beginner 4:15P- 5:30P 323010-B  Yellow Belt & Up M&W 5:45P- 6:45P 323010-C  Little Dragons Karat 6:45P- 7:15P 316101-A	28 Woodstock Recreation 7:45A- 9:00A Core Centric	29	30

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center Pool AT WDSTK REC CENTER

User: MLL

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Woodstock Recreation 8:00A- 9:00A Aquacise	2 Woodstock Recreation 8:00A- 9:00A Aquacise
					Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm
					Woodstock Recreation 10:00A-11:00A WaterBall	Woodstock Recreation 5:00P- 9:00P Tween Night
3 Parent-Tot Swim 9:30A-10:00A 311161-A	4 Woodstock Recreation 8:00A- 9:00A Aquacise	5 Woodstock Recreation 6:30A- 7:30A Aquacise	6 Woodstock Recreation 8:00A- 9:00A Aquacise	7 Woodstock Recreation 6:30A- 7:30A Aquacise	8 Woodstock Recreation 8:00A- 9:00A Aquacise	9 Woodstock Recreation 8:00A- 9:00A Aquacise
Parent-Tot Swim 10:00A-10:25A 311161-B	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm
Woodstock Recreation 10:30A-11:30A Aqua Zumba	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	
Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm	Woodstock Recreation 6:00P- 7:00P Aquacise			Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		
Woodstock Recreation 5:00P- 8:00P pool/whirlpool maintenance				Woodstock Recreation 6:00P- 7:00P Aquacise		
10 Parent-Tot Swim 9:30A-10:00A 311161-A	11 Woodstock Recreation 8:00A- 9:00A Aquacise	12 Woodstock Recreation 6:30A- 7:30A Aquacise	13 Woodstock Recreation 8:00A- 9:00A Aquacise	14 Woodstock Recreation 6:30A- 7:30A Aquacise	15 Woodstock Recreation 8:00A- 9:00A Aquacise	16 Woodstock Recreation 8:00A- 9:00A Aquacise
Parent-Tot Swim 10:00A-10:25A 311161-B	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm
Woodstock Recreation 10:30A-11:30A Aqua Zumba	NISRA 10:30A-11:30A NISRA Aquacise	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	Aimee Reese 5:30P- 9:30P BSA event
Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		NISRA 7:15P- 8:15P Adult Aquatics	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		

Run Date: 05/09/16

# APRIL 2016 CALENDAR

Run Time: 4:15P

## Rec Center Pool AT WDSJK REC CENTER

User: MLL

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10 Woodstock Recreation 5:00P- 8:00P pool/whirlpool maintenance	11 Woodstock Recreation 6:00P- 7:00P Aquacise	12	13	14 Woodstock Recreation 6:00P- 7:00P Aquacise	15	16
17 Parent-Tot Swim 9:30A-10:00A 311161-A	18 Woodstock Recreation 8:00A- 9:00A Aquacise	19 Woodstock Recreation 6:30A- 7:30A Aquacise	20 Woodstock Recreation 8:00A- 9:00A Aquacise	21 Woodstock Recreation 6:30A- 7:30A Aquacise	22 Woodstock Recreation 8:00A- 9:00A Aquacise	23 Woodstock Recreation 8:00A- 9:00A Aquacise
Parent-Tot Swim 10:00A-10:25A 311161-B	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm
Woodstock Recreation 10:30A-11:30A Aqua Zumba	NISRA 10:30A-11:30A NISRA Aquacise	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	
Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		Woodstock Recreation 7:15P- 8:15P Adult Aqua - NISRA	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		
Melissa Hernandez 5:30P- 7:30P birthday party	Woodstock Recreation 6:00P- 7:00P Aquacise			Woodstock Recreation 6:00P- 7:00P Aquacise		
24 Parent-Tot Swim 9:30A-10:00A 311161-A	25 Woodstock Recreation 8:00A- 9:00A Aquacise	26 Woodstock Recreation 6:30A- 7:30A Aquacise	27 Woodstock Recreation 8:00A- 9:00A Aquacise	28 Woodstock Recreation 6:30A- 7:30A Aquacise	29 Woodstock Recreation 8:00A- 9:00A Aquacise	30 Woodstock Recreation 8:00A- 9:00A Aquacise
Parent-Tot Swim 10:00A-10:25A 311161-B	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 7:30A- 8:30A Aquacise	Woodstock Recreation 9:00A-10:00A Aquacise	Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm
Woodstock Recreation 10:30A-11:30A Aqua Zumba	NISRA 10:30A-11:30A NISRA Aquacise	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	Woodstock Recreation 8:30A- 9:30A Aquacise	Woodstock Recreation 10:00A-11:00A WaterBall	
Westwood School (ent) 12:00P-12:45P Westwood School	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		Woodstock Recreation 7:15P- 8:15P Adult Aqua - NISRA	Woodstock Recreation 2:00P- 3:00P Arthritic Aquatic Class		
Woodstock Recreation 4:45P- 5:00P pool not available after 4:45pm	Woodstock Recreation 6:00P- 7:00P Aquacise			Woodstock Recreation 6:00P- 7:00P Aquacise		
Woodstock Recreation 5:00P- 8:00P pool/whirlpool maintenance						

## Project Activity Report

Presented to the Woodstock Economic Development Commission

Tuesday, May 10, 2016

### PROJECT PIPELINE

The projects pipeline represents the totals for various measures for all projects listed on the Project Activity Reports. This list does NOT imply that these jobs, payroll, or investment will all be locating in Woodstock, but instead measures the total capacity of the potential pipeline.

Industry Classification	Potential Impact (YTD Est.)
12 <b>Manufacturing</b>	235 <b>New Jobs</b>
1 <b>Financial/Business Services</b>	633 <b>Retained Jobs</b>
2 <b>Medical Research &amp; Services</b>	\$ 10,680,000 <b>New Payroll</b>
- <b>IT, Innovation</b>	\$ 63,020,900 <b>New investment</b>
25 <b>Retail, Restaurant</b>	158 <b>Impacted Acreage</b>
1 <b>Attractions, Lodging</b>	1,969,900 <b>Impacted Square Footage</b>
3 <b>Service Businesses</b>	Type
3 <b>Housing</b>	18 <b>New Local Operation</b>
- <b>Undisclosed</b>	6 <b>Local Relocation</b>
Lead Generated by	10 <b>Local Expansion</b>
32 <b>Company</b>	Project Rating
5 <b>Consulting Firm</b>	4 *
2 <b>MCEDC</b>	14 **
8 <b>Staff</b>	5 ***
Incentives	3 ****
\$ 755,500 <b>Potential Incentive</b>	9 <b>Announced</b>
\$ - <b>Incentives Offered</b>	6 <b>Inactive Project</b>
\$ 913,410 <b>Incentives Approved</b>	6 <b>Open for Business</b>

### PROJECT RATING

- \* **Lead.** Nothing more than initial interest has been conveyed. Unable to determine Woodstock as a solid contender.
- \*\* **Potential.** Strong interest in Woodstock has been conveyed. Still unknown number of locations being considered. Proposal has not been delivered.
- \*\*\* **Prospect.** Woodstock has been selected as one of a few locations. Have current steady contact with company/consultants. Proposal has been presented.
- \*\*\*\* **Strong Prospect.** Location in Woodstock is expected to occur soon. Property negotiations are underway.

### PROJECTS OPEN FOR BUSINESS

Industry	Economic Impact (YTD Est.)
1 <b>Manufacturing</b>	34 <b>New Jobs</b>
1 <b>Financial/Business Services</b>	23 <b>Retained Jobs</b>
- <b>Medical Research &amp; Services</b>	\$ 1,175,000 <b>New Payroll</b>
- <b>Supply Chain Management</b>	\$ 1,375,000 <b>New investment</b>
- <b>IT, Innovation</b>	6 <b>Acreage</b>
4 <b>Retail, Restaurant</b>	48,500 <b>Square Footage</b>
- <b>Attractions, Lodging</b>	\$ - <b>Approved Incentives</b>
- <b>Housing</b>	2 <b>New Local Operation</b>
- <b>Agriculture</b>	2 <b>Local Relocation</b>
- <b>Undisclosed</b>	2 <b>Local Expansion</b>

## ANNOUNCED PROJECTS

<b>Project Green</b>	<b>ShopFresh Market</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	20
<b>Investment:</b>	\$750,000	<b>New Jobs:</b>	20
<b>New Payroll:</b>	\$700,000	<b>Size (acres):</b>	4.66
<b>Incentives Approved:</b>	\$200,000	<b>Size (sq. ft.):</b>	30,000
<b>Current Status:</b>	2-year 100% sales tax incentive granted, also EZ	<b>Notes:</b>	Second user of Enterprise Zone incentives
<b>Project Gemini</b>	<b>DNA Salon</b>	<b>Date Initiated:</b>	February 2016
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	0
<b>Investment:</b>	\$100,000	<b>New Jobs:</b>	2
<b>New Payroll:</b>	\$80,000	<b>Size (acres):</b>	0.05
<b>Potential Incentive:</b>	\$0	<b>Size (sq. ft.):</b>	2,000
<b>Current Status:</b>	Opening soon on Benton Street (old Green Box)	<b>Notes:</b>	
<b>Project Saggitarius</b>	<b>Charter Dura-Bar</b>	<b>Date Initiated:</b>	February 2016
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Staff	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	354
<b>Investment:</b>	\$3,395,900	<b>New Jobs:</b>	3
<b>New Payroll:</b>	\$105,000	<b>Size (acres):</b>	26.33
<b>Incentives Approved:</b>	\$15,410	<b>Size (sq. ft.):</b>	430,000
<b>Current Status:</b>	Wrapping up major 2015 expansion	<b>Notes:</b>	First user of Enterprise Zone incentives
<b>Project Libra</b>	<b>The Thoughtfulness Shop</b>	<b>Date Initiated:</b>	February 2016
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	5
<b>Investment:</b>	\$150,000	<b>New Jobs:</b>	2
<b>New Payroll:</b>	\$80,000	<b>Size (acres):</b>	0.05
<b>Incentives Approved:</b>	\$50,000	<b>Size (sq. ft.):</b>	2,000
<b>Current Status:</b>	\$60,000 in Revolving Loan approved by the City Council	<b>Notes:</b>	Seeking to freshen up retail and inventory

<b>Project Orange</b>	<b>Guy's E.Paper - EW Training</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	30
<b>Investment:</b>	\$250,000	<b>New Jobs:</b>	4
<b>New Payroll:</b>	\$160,000	<b>Size (acres):</b>	1.00
<b>Potential Incentive:</b>	\$4,500	<b>Size (sq. ft.):</b>	93,000
<b>Current Status:</b>	Renovations in portion of former DB Hess Buildings	<b>Notes:</b>	EW Training is new tenant on McConnell Rd.

<b>Project Blue</b>	<b>Bull Valley Ford</b>	<b>Date Initiated:</b>	December 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	30
<b>Investment:</b>	\$2,200,000	<b>New Jobs:</b>	19
<b>New Payroll:</b>	\$1,140,000	<b>Size (acres):</b>	5.80
<b>Incentives Approved:</b>	\$470,000	<b>Size (sq. ft.):</b>	24,200
<b>Current Status:</b>	Construction bidding is underway	<b>Notes:</b>	Incentives approved by City Council 2/2/2016

<b>Project Purple</b>	<b>Lucky Bernie's</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	-
<b>Investment:</b>	\$100,000	<b>New Jobs:</b>	6
<b>New Payroll:</b>	\$240,000	<b>Size (acres):</b>	0.25
<b>Potential Incentive:</b>	\$0	<b>Size (sq. ft.):</b>	3,000
<b>Current Status:</b>	Under construction. New signage is up.	<b>Notes:</b>	Liquor Lic (A6-catering) approved 2/2/2016

<b>Project Cider</b>	<b>Cal-Atlantic (Ryland)</b>	<b>Date Initiated:</b>	September 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Housing
<b>Local Project Manager:</b>	Joe	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$22,500,000	<b>New Jobs:</b>	
<b>New Payroll:</b>	\$0	<b>Size (acres):</b>	30.00
<b>Incentives Approved:</b>	\$118,000	<b>Size (sq. ft.):</b>	300,000
<b>Current Status:</b>	Building model homes now	<b>Notes:</b>	Annex Agmt Amended by City Council - 2/2/16 School Board - 4/12/16

<b>Project Rita</b>	<b>Red Mill Tavern</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>Announced</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	20
<b>Investment:</b>	\$150,000	<b>New Jobs:</b>	5
<b>New Payroll:</b>	\$400,000	<b>Size (acres):</b>	1.20
<b>Incentives Offered:</b>	\$0	<b>Size (sq. ft.):</b>	4,000
<b>Current Status:</b>	Foundation has been poured	<b>Notes:</b>	Restaurant Expansion

## ACTIVE PROJECTS

<b>Name:</b>	<b>Project Aquarius</b>	<b>Date Initiated:</b>	January 2016
<b>Project Rating:</b>	<b>****</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Staff	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	54
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	40
<b>New Payroll:</b>	\$1,600,000	<b>Size (acres):</b>	2.00
<b>Potential Incentive:</b>	\$30,000	<b>Size (sq. ft.):</b>	16,000
<b>Current Status:</b>	Buildign purchase plans fell through. Looking at on-site expansion.	<b>Notes:</b>	Located in Enterprise Zone
<b>Name:</b>	<b>Project Clover</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>****</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Staff	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Krista	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$200,000	<b>New Jobs:</b>	3
<b>New Payroll:</b>	\$120,000	<b>Size (acres):</b>	0.20
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	2,000
<b>Current Status:</b>	Establish permanent retail location for trade show business	<b>Notes:</b>	Unique retail tenant - good fit for Downtown
<b>Name:</b>	<b>Project Yellow</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>****</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Medical Research & Services
<b>Local Project Manager:</b>	Krista	<b>Jobs Retained:</b>	-
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	8
<b>New Payroll:</b>	\$320,000	<b>Size (acres):</b>	1.00
<b>Potential Incentive:</b>	\$25,000	<b>Size (sq. ft.):</b>	17,500
<b>Current Status:</b>	Owner lives in county - wanting to move business closer to home	<b>Notes:</b>	
<b>Name:</b>	<b>Project Lily</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>***</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	15
<b>Investment:</b>	\$300,000	<b>New Jobs:</b>	
<b>New Payroll:</b>		<b>Size (acres):</b>	0.50
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	1,500
<b>Current Status:</b>	Looking for site to downsize existing restaurant	<b>Notes:</b>	Staff recommended several locations.

<b>Name:</b>	<b>Project Blossom</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>***</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$200,000	<b>New Jobs:</b>	20
<b>New Payroll:</b>	\$600,000	<b>Size (acres):</b>	0.65
<b>Potential Incentive:</b>	\$4,000	<b>Size (sq. ft.):</b>	10,000
<b>Current Status:</b>	Site identified, weighing renovation vs. new construction	<b>Notes:</b>	Discussed EZ benefits

<b>Name:</b>	<b>Project Scorpio</b>	<b>Date Initiated:</b>	March 2016
<b>Project Rating:</b>	<b>***</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	30
<b>Investment:</b>		<b>New Jobs:</b>	
<b>New Payroll:</b>		<b>Size (acres):</b>	
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	100,000
<b>Current Status:</b>	Local business seeking warehouseing space	<b>Notes:</b>	

<b>Name:</b>	<b>Project Pisces</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>***</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Service Businesses
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	3
<b>Investment:</b>	\$600,000	<b>New Jobs:</b>	2
<b>New Payroll:</b>	\$80,000	<b>Size (acres):</b>	4.66
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	30,000
<b>Current Status:</b>	In process of purchasing property	<b>Notes:</b>	

<b>Name:</b>	<b>Project Tip-Top</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>***</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$450,000	<b>New Jobs:</b>	20
<b>Payroll:</b>	\$400,000	<b>Size (acres):</b>	1.68
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	3,500
<b>Current Status:</b>	Inquired about City incentives	<b>Notes:</b>	New Restaurant

<b>Name:</b>	<b>Project Orchid</b>	<b>Date Initiated:</b>	December 2015
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Service Businesses
<b>Local Project Manager:</b>	Krista	<b>Jobs Retained:</b>	2
<b>Investment:</b>		<b>New Jobs:</b>	
<b>Payroll:</b>	\$80,000	<b>Size (acres):</b>	
		<b>Size (sq. ft.):</b>	10,000
<b>Current Status:</b>	Local service business, seeking re-relocate to smaller location	<b>Notes:</b>	

<b>Name:</b>	<b>Project Marigold</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Consulting Firm	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Krista	<b>Jobs Retained:</b>	
<b>Investment:</b>		<b>New Jobs:</b>	
<b>Payroll:</b>		<b>Size (acres):</b>	
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	
<b>Current Status:</b>	May buy vacant buiding, then repurpose to sell again	<b>Notes:</b>	

<b>Name:</b>	<b>Project Iris</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	20
<b>Investment:</b>		<b>New Jobs:</b>	
<b>Payroll:</b>	\$800,000	<b>Size (acres):</b>	
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	
<b>Current Status:</b>	Seeking to tenant vacant building in town with new restaurant	<b>Notes:</b>	

<b>Name:</b>	<b>Project Daisy</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Staff	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	15
<b>Payroll:</b>	\$450,000	<b>Size (acres):</b>	3.72
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	4,500
<b>Current Status:</b>	Buyer's attorney contacted City, confirming potential sale	<b>Notes:</b>	

**Name:** **Project Zodiac** **Date Initiated:** March 2016  
**Project Rating:** \*\* **Type:** Local Expansion  
**Lead Generated by:** Staff **Industry:** Manufacturing  
**Local Project Manager:** Garrett **Jobs Retained:**  
**Investment:** **New Jobs:**  
**New Payroll:** **Size (acres):**  
**Potential Incentive:** **Size (sq. ft.):** 10,000  
**Current Status:** Pondering on-site expansion vs. second location **Notes:** Incentives Discussed

**Name:** **Project Virgo** **Date Initiated:** March 2016  
**Project Rating:** \*\* **Type:** New Local Operation  
**Lead Generated by:** Staff **Industry:** Service Businesses  
**Local Project Manager:** Garrett **Jobs Retained:**  
**Investment:** **New Jobs:** 5  
**New Payroll:** **Size (acres):**  
**Potential Incentive:** **Size (sq. ft.):** 10,000  
**Current Status:** Inquiring about available local buildings **Notes:** Incentives Discussed

**Name:** **Project Taurus** **Date Initiated:** March 2016  
**Project Rating:** \*\* **Type:** Local Expansion  
**Lead Generated by:** Company **Industry:** Manufacturing  
**Local Project Manager:** Garrett **Jobs Retained:**  
**Investment:** **New Jobs:** 11  
**New Payroll:** \$440,000 **Size (acres):** 0.68  
**Potential Incentive:** **Size (sq. ft.):** 15,000  
**Current Status:** Local business seeking room to grow **Notes:**

**Name:** **Project Leo** **Date Initiated:** February 2016  
**Project Rating:** \*\* **Type:** New Local Operation  
**Lead Generated by:** Staff **Industry:** Retail, Restaurant  
**Local Project Manager:** Garrett **Jobs Retained:**  
**Investment:** \$1,000,000 **New Jobs:** 20  
**New Payroll:** \$600,000 **Size (acres):** 2.00  
**Potential Incentive:** \$50,000 **Size (sq. ft.):** 10,000  
**Current Status:** Seeking location in Woodstock or Crystal Lake - no proposal **Notes:** Incentives Discussed

<b>Name:</b>	<b>Project Cancer</b>	<b>Date Initiated:</b>	February 2016
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Attractions, Lodging
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	0
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	2
<b>New Payroll:</b>	\$120,000	<b>Size (acres):</b>	0.30
<b>Potential Incentive:</b>	\$0	<b>Size (sq. ft.):</b>	3,700
<b>Current Status:</b>	Seeking Location	<b>Notes:</b>	Indoor Sports Coaching

<b>Name:</b>	<b>Project Black</b>	<b>Date Initiated:</b>	January 2016
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	25
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	0
<b>New Payroll:</b>	\$0	<b>Size (acres):</b>	2.60
<b>Potential Incentive:</b>	\$55,000	<b>Size (sq. ft.):</b>	20,000
<b>Current Status:</b>	Incentives negotiation occurring now. Late spring construction.	<b>Notes:</b>	Located in Enterprise Zone

<b>Name:</b>	<b>Project Red</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	-
<b>Investment:</b>	\$2,000,000	<b>New Jobs:</b>	10
<b>New Payroll:</b>	\$250,000	<b>Size (acres):</b>	2.70
<b>Potential Incentive:</b>	\$40,000	<b>Size (sq. ft.):</b>	4,500
<b>Current Status:</b>	Multiple parties seeking to redevelop the site	<b>Notes:</b>	Located in Enterprise Zone

<b>Name:</b>	<b>Project Doris</b>	<b>Date Initiated:</b>	November 2015
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$100,000	<b>New Jobs:</b>	3
<b>New Payroll:</b>	\$120,000	<b>Size (acres):</b>	0.07
<b>Potential Incentive:</b>	\$0	<b>Size (sq. ft.):</b>	3,000
<b>Current Status:</b>	Inquired about Revolving Loan Fund - seeking Square location	<b>Notes:</b>	

<b>Name:</b>	<b>Project Volcano</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	Local Relocation
<b>Lead Generated by:</b>	Consulting Firm	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	20
<b>Investment:</b>	\$1,000,000	<b>New Jobs:</b>	-
<b>New Payroll:</b>		<b>Size (acres):</b>	1.00
<b>Potential Incentive:</b>	\$50,000	<b>Size (sq. ft.):</b>	3,000
<b>Current Status:</b>	Evaluating site options. Would like to open by summer 2016	<b>Notes:</b>	Prefer new building, considering both greenfield

<b>Name:</b>	<b>Project Phoenix</b>	<b>Date Initiated:</b>	April 2016
<b>Project Rating:</b>	<b>*</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	MCEDC	<b>Industry:</b>	Manufacturing
<b>Local Project Manager:</b>	Joe	<b>Jobs Retained:</b>	
<b>Investment:</b>		<b>New Jobs:</b>	
<b>New Payroll:</b>		<b>Size (acres):</b>	
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	100,000
<b>Current Status:</b>	Lead from the State of Illinois - seeking 100,000 SF with rail	<b>Notes:</b>	

<b>Name:</b>	<b>Project Hibiscus</b>	<b>Date Initiated:</b>	April 2015
<b>Project Rating:</b>	<b>*</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Consulting Firm	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>		<b>New Jobs:</b>	10
<b>New Payroll:</b>	\$300,000	<b>Size (acres):</b>	
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	7,000
<b>Current Status:</b>	National brand retail - looking at Woodstock	<b>Notes:</b>	

<b>Name:</b>	<b>Project White</b>	<b>Date Initiated:</b>	January 2016
<b>Project Rating:</b>	<b>*</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Housing
<b>Local Project Manager:</b>	Joe	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$18,200,000	<b>New Jobs:</b>	
<b>New Payroll:</b>	\$0	<b>Size (acres):</b>	9.50
<b>Potential Incentive:</b>	\$490,000	<b>Size (sq. ft.):</b>	270,000
<b>Current Status:</b>	Seeking extension to downtown TIF for further consideration	<b>Notes:</b>	140 new homes

<b>Name:</b>	<b>Project Ned</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>*</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	5
<b>Investment:</b>		<b>New Jobs:</b>	5
<b>New Payroll:</b>	\$200,000	<b>Size (acres):</b>	6.90
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	50,000
<b>Current Status:</b>	Exploring expansion and relocation to high-traffic site	<b>Notes:</b>	Projected move in Spring 2017.

### INACTIVE PROJECTS - THIS MONTH:

<b>Name:</b>	<b>Project Phil</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>**</b>	<b>Type:</b>	New Local Operation
<b>Lead Generated by:</b>	Consulting Firm	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Garrett	<b>Jobs Retained:</b>	
<b>Investment:</b>	\$2,000,000	<b>New Jobs:</b>	10
<b>New Payroll:</b>	\$250,000	<b>Size (acres):</b>	2.70
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	4,500
<b>Current Status:</b>	Gas Station - Stated could not make it work w/o liquor sales	<b>Notes:</b>	

### OPEN FOR BUSINESS - THIS MONTH:

<b>Project Larry</b>	<b>Woodstock Power Sports</b>	<b>Date Initiated:</b>	October 2015
<b>Project Rating:</b>	<b>Open for Business</b>	<b>Type:</b>	Local Expansion
<b>Lead Generated by:</b>	Company	<b>Industry:</b>	Retail, Restaurant
<b>Local Project Manager:</b>	Joe	<b>Jobs Retained:</b>	5
<b>Investment:</b>	\$100,000	<b>New Jobs:</b>	
<b>New Payroll:</b>	\$0	<b>Size (acres):</b>	1.43
<b>Potential Incentive:</b>		<b>Size (sq. ft.):</b>	13,500
<b>Current Status:</b>	Opened April 4th at their new location - 2055 S. Eastwood Dr.	<b>Notes:</b>	

**MINUTES  
CITY OF WOODSTOCK  
ECONOMIC DEVELOPMENT COMMISSION  
March 8, 2016  
Council Chambers**

**CALL TO ORDER:** A meeting of the City of Woodstock Economic Development Commission was called to order by Acting Chairman R. Francois at 8:00 AM on Tuesday, March 8, 2016 in the Council Chambers, Woodstock City Hall, 121 W. Calhoun Street, Woodstock. A roll call was taken.

**COMMISSION MEMBERS PRESENT:** John Buckley, Craig Hallenstein, Ryan O'Connor, Henry Patel, and Rick Francois.

**COMMISSION MEMBERS ABSENT:** None.

**STAFF PRESENT:** Economic Development Director Garrett Anderson, Economic Development Coordinator Krista Coltrin, and Chief Deputy Clerk Jane Howie.

**OTHERS PRESENT:** Ken Schroeder and Ceal Schroeder.

**APPROVAL OF MINUTES:**

Motion was made by J. Buckley, second by H. Patel, to approve the Minutes of the January 12, 2016 meeting as presented. Ayes: John Buckley, Craig Hallenstein, Ryan O'Connor, Henry Patel, and Rick Francois. Nays: None. Absentees: None. Abstentions: None. Minutes were approved.

**PUBLIC COMMENT:** None.

**GENERAL BUSINESS/DISCUSSION:**

1. Revolving Loan Fund Application – The Thoughtfulness Shop, 104 Cass Street G. Anderson. Said this opportunity was recently created. Ken & Ceal wish to re-invest in Woodstock. Loan request is for \$60,000, 50% of owners cost to renovate / upgrade. Materials were presented to detail project and illustrate how the funding would be spent. Ken said not just improvements, but also new lines & inventory to help promote their store in Woodstock. They're looking to increase inventory to keep people shopping in Woodstock. Trying to create a total package of what people are looking for. Letter entails their plans. New lighting, ceiling tiles, etc. to update the store along with the new products.

Ceal thanked the Commission for considering their request. They believe these changes are necessary to evolve and keep up with the competition. C. Hallenstein asked about what types of newer items the store sells. Ken said a lot of their items appeal to women; fashion, jewelry, interior design, Pandora. They want to attract customers by staying current. Updating window displays, show variety of products. R. Francois, the Commission can recommend that the City Council consider and approve this revolving loan. The Thoughtfulness Shop has been an anchor and a great business in Woodstock

for many, many years. This is a great opportunity for the City to support this business in moving forward with their plan. R. Francois believes that the Schroeders meet the criteria for this plan.

C. Hallenstein asked if there's a continuity plan, in the event of the Schroeders' retirement. Ken said they do not have a plan for retirement as they plan to work for at least 3-7 more years. Ken enjoys the interior design; Ceal enjoys working in the store. The trends are changing so it is their plan to reinvent themselves. They would like to keep the store for at least five more years. G. Anderson said the pay back term is five years with 2% interest. Ken said they had a line of credit with Amcore Bank, and they no longer provide this type of loan. The Schroeders are doing what they can to stay current with the changing times, and the revolving loan will help them with their business plan.

Motion to recommend that City Council approve this revolving loan for The Thoughtfulness Shop. Motion made by C. Hallenstein, second by H. Patel. Ayes: J. Buckley, C. Hallenstein, R. O'Connor, H. Patel, and R. Francois. Nays: None. Absentees: None. Abstentions: None.

## 2. Business Contact Report – March 2016

G. Anderson said last month there was a bit of change in the reporting numbers. Added 'Realtors' and 'Not Contacted Before'.

## 3. Project Activity Report – March 2016

G. Anderson said the report has been slightly modified, Potential Incentives that have been offered to the business. Some businesses have dropped off the list because the businesses have already opened. R. O'Connor asked for a definition of retained jobs. G. Anderson said it doesn't mean that they were threatened. A business may have existing jobs or may be growing and adding jobs.

C. Hallenstein asked about the winery. G. Anderson said someone is looking at doing something totally different on that site.

Another change, the list now focuses on three main categories. Dura-Bar is working with the City; they'll be the first company to utilize the Enterprise Zone. There are four main elements, the first being a property tax component; just the amount that the City collects – 16%. This is for investments that result in new growth for determination of property taxes, not for companies that are expanding within their existing facilities. Whatever the taxes generated from the new growth amount is, that amount will be abated for a period of time. The School District is reviewing their potential involvement and possible incentive levels. New construction going forward will represent a significant improvement for the City, with new jobs, local spending and additional tax generation. It will also be good when the School District does decide to join in with some level of incentive. The City is currently offering an incentive for the new growth portion only that will provide 100% abatement over the first four years, with the next two years at 50%, and the final two years at 25%.

New building supplies / materials receive the benefit of being sales tax free as long as they are purchased anywhere in Illinois. They'll receive a certificate in advance of the purchase. The underlying improvements must be within the geographic area of the Enterprise Zone. New construction is included.

The State Income Tax credit is based on the entire project cost, and businesses can receive .5% credit against future State Income Tax.

Building Permits that are issued by the City receive a 50% discount.

Two more benefits are available to projects which require \$5.0 million of investment, retains 1,000 employees, or adds 200 new jobs. These projects are eligible for a multi-year exemption on State utility taxes and a sales tax reduction for the purchase of machinery and equipment.

Right now, Dura-Bar is wrapping up a major expansion. G. Anderson explained what Dura-Bar manufactures. Their \$3.5 million project will benefit from the .5% credit for future State Income Tax when all the capital is placed into service.

G. Anderson is talking with Guys E Paper about benefiting from the Enterprise Zone. Bull Valley Ford utilized a sales tax rebate incentive with the City; which will benefit the Ford dealership more than what the Enterprise Zone would have.

*Project Purple*, Lucky Bernie's, already has a lease on a building out near American Community Bank and Studio 2015, along with their Liquor License. The business owners are working on permitting with the City's Building & Zoning Department. It is their hope to open for business this spring.

G. Anderson said that *Project Cider*, Cal-Atlantic, will be building approximately 30 homes per year in Woodstock's Apple Creek subdivision. G. Anderson was informed that Cal-Atlantic also purchased some land in a stagnant Huntley subdivision. R. Francois asked how many active home builders are currently in Woodstock. G. Anderson will check with the City's Building & Zoning Department. K. Coltrin mentioned that this is just in-fill, where infrastructure is already in place.

G. Anderson shared updates for the Project Activity Report. *Project Aquarius* is local business owner that is looking for a larger space for the manufacturing portion of their business. *Project Gemini* is a potential new retail business that is looking for space on the Square. The company has already registered with the State of Illinois. *Project Pisces* is a current business just outside of the city limits of Woodstock. They are looking to move their business into the City. *Project Green* is a grocery store that is interested in the Wisted's building/location.

While Wisted's was performing below the average of Woodstock's other grocery stores, it is the hope of City staff that a new grocer will be better able to compete and address a niche need. R. O'Connor asked if this store is anything like Joseph's in Crystal Lake or

Caputo's in Lake in the Hills. These types of stores provide fresh produce, deli items and prepared foods and do a great business. It would be nice to have a store like that in Woodstock so that residents don't have to leave town to shop. C. Hallenstein said he hopes the City will work aggressively to bring a new grocery store into this facility. He added that stores like Joseph's & Caputo's have a welcoming atmosphere compared to stores like Jewel and Walmart. G. Anderson said the applicant needs to provide their graphic demonstration, a list of improvements, and a business plan detailing how they are going to turn the business around. It is the City's hope that this information will be submitted in the next couple of weeks; G. Anderson can share the details with the Commission at next month's meeting.

There was much discussion about the City's three Bed and Breakfasts, all of which are currently for sale. K. Coltrin said that this is a very tough business to be in as there are a lot of regulations by the county and the state along with strict insurance rules depending on how many bedrooms are available. K. Coltrin has talked with many of the B & B owners and they all mention that Woodstock doesn't have enough shopping or restaurants to bring people to town. R. O'Connor asked if there's anything the City can do to assist these businesses. These businesses help to anchor the image of what Woodstock is all about. J. Buckley said the state has recently loosened some of their guidelines for B & B's, however, he's not sure if the county has followed suit, yet. C. Hallenstein said it would be great if a realtor could find a young couple that has a passion of owning and running a B & B in Woodstock.

*Project Leo* is a grocery store that is more of a food co-op which would provide locally grown foods and would be owned by local residents; mostly from Crystal Lake and Woodstock. *Project Cancer* is a small indoor sports facility.

#### 4. Economic Development Plan

- a. Business Forums: To be discussed at a future Commission meeting.
- b. Area / Corridor Plans: To be discussed at a future Commission meeting.
- c. City of Woodstock Incentives Policy Manual: To be discussed at a future Commission meeting.

**COMMISSION COMMENTS / UPDATES:** None.

H. Patel excused himself from this meeting at 9:28 AM.

**ADJOURNMENT:**

Motion by J. Buckley, second by R. O'Connor to adjourn to the next regular meeting of the Economic Development Commission on Tuesday, April 12, 2016 at 8:00 AM in the Council Chambers at City Hall. R. Francois said that he won't be available on April 12<sup>th</sup>. It was agreed by the Commission members and City staff that the next meeting will be held one week later on April 19, 2016. Ayes: J. Buckley, C. Hallenstein, R. O'Connor, and R. Francois. Nays: None. Absentees: H. Patel. Abstentions: None. Motion carried. Meeting adjourned.at 9:38 AM.

Respectfully submitted,

Jane Howie  
Chief Deputy Clerk

**MINUTES  
JOINT MEETING OF  
THE CULTURAL & SOCIAL AWARENESS COMMISSION  
AND ENVIRONMENTAL COMMISSION**

April 7, 2016  
City Council Chambers

The Special Joint Meeting of the City of Woodstock Cultural & Social Awareness Commission and Environmental Commission was called to order at 6:00 PM on Thursday, April 7, 2016 in the Council Chambers at City Hall.

**I. CALL TO ORDER AND ROLL CALL:**

**COMMISSION MEMBERS PRESENT:** W. Donato, J. Hudson, I. Sagrado, E. Ellinghausen, L. Kacmar, S. Wenzel, Chairwoman E. Poremba, and Chairwoman L. Crain.

**COMMISSION MEMBERS ABSENT:** J. Krandel and J. Rivera.

**STAFF PRESENT:** Human Resources Director Debbie Schober, Assistant Public Works Director Tom Migatz and Chief Deputy Clerk Jane Howie

**OTHERS PRESENT:** None

Correction to February 11, 2016 Minutes. Page 2, 4<sup>th</sup> paragraph, L. Kacmar didn't mean "people," she meant ALDI, in reference to boxes, such as Sam's Club offers boxes to the consumer.

**II. APPROVAL OF MINUTES from the February 11, 2016 Joint Meeting of the Cultural & Social Awareness Commission and Environmental Commission:**

Motion by W. Donato, second by L. Kacmar to approve the February 11, 2016 Meeting Minutes as presented. Ayes: W. Donato, J. Hudson, I. Sagrado, E. Ellinghausen, L. Kacmar, S. Wenzel, E. Poremba, and L. Crain. Nays: None. Absentees: J. Krandel and J. Rivera. Abstentions: None. Minutes were approved with the above correction.

Note: no meeting was held on March 3, 2016 due to lack of majority of quorum.

**III. PUBLIC COMMENT:** None

**IV. DISCUSSION ITEMS:**

- a. **Clarification of the initiative and further definition of end goal (Mayor Sager)**
- b. **New name for this effort - The Woodstock Reusable Bag Community Initiative (D. Schober)**

Clarification from Mayor Sager regarding the efforts of the Commission and representing the community. Mayor assumes responsibility for what the Commission wanted, although there are some varying thoughts and conversations with Commission members and staff. Mayor Sager indicated that these discussions have led to a number of opportunities. For instance, work with the Commission to develop the Proclamation presented at the April 5<sup>th</sup> City Council meeting. He suggested that the Commission look at a one-year transition toward the Woodstock Reusable Bag Initiative. Give some substance to it. The Proclamation was well received by the City Council and

by members of the community. The Mayor thanked the Commission for their work on this initiative. This is important because the initial outreach was from the BYOBag group and the Defenders. It's appropriate for Woodstock to take this very seriously and have their own identifiable bag. The Mayor would like to make sure that the Commission agrees. He would like every household to have a reusable bag that is unique to Woodstock. There are approximately 9,000 households in the City of Woodstock. Woodstock provided recycling containers to residents free for their first one. The bag is unique; the Defenders have done a remarkable job with this, and the City can dovetail together on this.

The second goal, the reusable bag should be provided to every household and be available for sale at City Hall and at participating retailers; but not by mandate. Individuals may purchase additional bags at the retailers and at City Hall. Woodstock could have a program at stores for reusable bags, which could include items such as window clings at stores to advertise this initiative. We want to make sure signs are on grocery cart corrals and available for retailers' use. We are not getting rid of the BYOBag, we are extending it so that the community buys in to this program. Therefore, the initiative has been appropriately renamed to the Woodstock Reusable Bag Community Initiative.

**c. Reusable Cloth Bags**

**1. Pricing for purchase and printing of cloth bags (D. Schober)**

The City is going through a special census, late June, July, or early August, which we believe will result in an additional 600-700 residents, and would confer Home Rule status. With Woodstock achieving Home Rule authority with certification by early 2017, the City can do something similar to Aldi where consumers can pay for the reusable bags. If you elect that retailers can have plastic or paper, the customer would pay a nominal fee per visit. Half of the money goes to the retailer, half goes to the City. Pricing on the reusable bag through American AdBag is \$2.99 per bag if 10,000 bags are ordered; 15,000 bags for \$42,600, or 25,000 bags for \$67,250. The municipality would have to pay this cost up front. Where does this money come from? The City of Woodstock has an Environmental Fund, which was established when the City discovered some remediation work had to be done with the old landfill. That had to be sealed and capped and the City had to continue to monitor this site in compliance with the EPA. The old Die Cast site is a similar situation. When the City bought leaf collection equipment, funds from this account were used. It's possible that the City can use this fund to purchase bags for distribution. This program of having consumers pay for the paper or plastic bags and seeking sponsorships would help to replenish this fund.

This Ordinance may not be a prohibition on plastic and paper bags. The Commission must have the retailers' buy-in. Behaviors can be changed going forward, but some plastic bags may always be necessary; such as dry cleaning bags and plastic bags used for newspapers, meats and produce. There are a number of residents who may be very supportive; however, some residents will not support this program. We're giving people the opportunity to purchase disposable bags or purchase the reusable bags. There are three goals; make sure we're all on the same page; have a unique, reusable Woodstock Bag; and have funding in place to purchase the bags as well as having them printed, having the design for the bags (working with students for design) and obtain sponsorships. And then, have a plan on getting the bags to each residence. Kids could use them for Halloween. Second goal, make bags available at City Hall and with retailers. Third goal, have the program regenerate the funds. This is an organic process.

Questions? W. Donato asked, if everyone in the community is not open to this program, would the Mayor consider a survey? The Mayor said in order for this to work, we have to have retailer buy in. Council doesn't believe we have this right now since there's not a good opinion of government. People don't want government to tell them what to do. This is what has been heard in conversation. S. Wenzel asked, "who is most resistant?" Mayor Sager said the larger retailers; Menards, Walgreens, Walmart, and Jewel. Initial conversation is that people are supportive, but they're not looking at monies coming in. They have an environmental concern but they want flexibility. S. Wenzel said it sounds like they want the choice as well as the flexibility. W. Donato said the Commission voted that they wanted to eliminate bags. Mayor Sager said we need to move the community toward this goal; we have to go through steps. The Mayor said we are on the same wavelength, but it takes a lot to change people's behavior. It's better to bring people in when they feel they have ownership, not when something is being mandated.

J. Rivera arrived at 6:20 PM.

**2. Student design of artwork for bag panels (the tree, Chamber background, BYOBag logo, "Sustainable Woodstock") (Commissioner(s) tbd)** To be discussed further at future meetings.

L. Crain said students could create the design and artwork; there could be a competition for the logo. We need to reach out to two graphic design teachers and get students to work together on coming up with two ideas. W. Donato said he will assist with this.

The Mayor said knowing the difference in pricing, we would likely purchase bags from China. The 99 cent bags they use now are from China. W. Donato asked if they could research other companies to see if they get a better price. The Mayor mentioned that we could possibly coordinate this with our Sister City. J. Rivera will reach out to Zacatecas, Guadalupe for information. S. Wenzel said the bag on display, from Mayor Sager, is more durable and larger than many other bags he's seen.

L. Crain said when it comes to the design of the bag, the tree photo is critical along with the BYOBag emblem, incorporating the city outline that the Chamber uses. She asked the Commission what other key elements must be included on the reusable bag. E. Ellinghausen said the Defenders said we shouldn't use BYOB, but BYOBag. It would be their logo, but not the primary. And, display 'Sustainable Woodstock.' The Commission members all agreed with these components. The Commission members agreed that a competition for the logo was not necessary.

**3. Sponsorship of reusable cloth bags (Commissioners Donato and Krandel)** To be discussed further at future meetings.  
**i. The meeting and the players...and "the ask" for the seven (7) major retailers, those outside these seven (7) will be addressed via the City hosted retailer forums**

Mayor Sager informed the Commission that according to the City's attorneys it's not appropriate that City staff, during working hours, go out and ask for sponsorships. However, both G. Anderson & K. Coltrin could introduce this program with retailers. Someone from this

Commission, or a Council member, could go out and do “the ask.” It’s not that City staff is not available to assist with these meetings, but City staff should not ask.

L. Crain said a big discussion will be, “where do we go with sponsorship levels?” And, “are there Commission members willing to go out to ask?” W. Donato said he can after May 20<sup>th</sup>. W. Donato said it would be great to go out with G. Anderson and/or K. Coltrin. Both W. Donato and S. Wenzel said they would do this. Levels of sponsorship would go on the sides of the bags. D. Schober mentioned other items that must be discussed and decided upon include sponsorship levels, cost of each level, business logo and/or names, how many sponsors will fit on the bag, front vs. sides vs. back, font size, color of print, how many bags should be printed with first set of sponsors list. L. Crain asked if there’s a top sponsor, could the City run a banner on the City’s website or could this information go into the City Scene? This would have to be discussed further.

- ii. **Definition of three (3) levels of side panel sponsorships (D. Schober)** To be discussed further at future meetings.
- iii. **What is the “wholesale” price of this bag to retailers? Is this different for sponsors? What price does the City charge for extra bags wanted/sold at City?**

I. Sagrado asked if the Commission should determine how much money needs to be made from the sponsorships. Mayor Sager said the Commission needs to get approval from the City Council; Council is very supportive of this initiative. Mayor said if half of the cost could be recouped, that would be great. L. Crain asked, outside of the households, how many bags should be available to sell. L. Crain thinks each household should get two bags. E. Poremba said she may want 10 bags for her household. She agrees with two bags per household. T. Migatz, asked given the likelihood, should we issue one per household, since we’re dealing with taxpayers? D. Schober asked how much each bag will cost for the retailers. Will it cost more at the retailer? E. Poremba said she doesn’t like the idea of purchasing bags from China. L. Crain believes the Commission should stay with the China price, and make the first run with them. We can continue to look at sponsorships and possibly then use American AdBag for the second run. We can order as many as we want. E. Poremba asked how often do we want to be re-printing? It may take years to go through the bags. L. Crain said the goal would be that the program would pay for itself. The Commission needs to decide on how many bags will be given to each household.

Mayor Sager asked for ideas on distributing the bags to each household. Could student organizations go out and sweep neighborhoods? L. Crain said some areas are not safe for students to walk through; such as along Country Club Road where there are no walking paths. Perhaps this could be discussed with District 200 Superintendent, Mike Moan, before the Commission makes a decision. L. Crain asked if there are alternate methods of delivery. She doesn’t think we can organize that many students to complete this project. The Mayor said there are other ways. The City has seasonal workers. However, when you’re walking you can distribute a lot of bags very quickly. S. Wenzel asked what about senior volunteers? T. Migatz said you really need someone to get out to each home. E. Poremba said each Commissioner could get a group together and canvass the city quickly. W. Donato said it’s a great idea for each Commissioner to take out a group. The Mayor said this is a great program for kids to get involved in. T. Migatz said DPW has the entire city split up on snow plowing maps and he would be willing to share those regions for this purpose. The Mayor said scouting groups, youth groups – have a rally in the Square and

send everyone out. E. Poremba asked once this initiative is out there, will this Joint Commission dissolve. I. Sagrado said it will depend on how the program moves forward. I. Sagrado said maybe once the 25,000 bags are gone; then decide on how to move forward. The majority of the Commission agreed on one bag per household to begin. L. Crain said we would want to provide these bags to retailers at the onset. E. Poremba said we should start with 15,000; 3,000 additional to sell to residents and 3,000 to retailers. We should acquire sponsorships prior to deciding on how many bags we purchase. Mayor summarized the discussion, one per household, plus 6,000 in addition to start getting sponsorships. Item 3, sub 3. Pricing. L. Crain said if everyone is open to it, how about \$2.50 per bag. She thinks the retailers will sell them more often than the City sells them. E. Poremba said she doesn't want to see it at a loss. J. Rivera said it could sell for \$4.00. E. Poremba said \$3.00 is a great price. Mayor said \$3.00 is a great price; plus each household gets one free.

D. Schober said there will also be a cost to the window clings & advertising. Mayor Sager doesn't want this to be a money maker. It's to educate and change behaviors. Keep the price as minimal as possible. Retailers would have to purchase the bags from the City and then resell them. It's a convenience for people to purchase the bags at the retailers. Commission members all agreed that bags will cost \$3.00 at City Hall. E. Poremba said if we're asking for sponsorships, the bags should stay at the \$3.00 cost. After that, the price per bag could increase. W. Donato said the intent is to get the bags out there and get them used. L. Crain said the incentive to sponsors would be to sell the bags at \$3.00 per bag, if retailers don't sponsor would they still purchase the bags? Retailers could be a sponsor and get bags included in their sponsorship fee. If they don't sponsor they have to purchase the bags. Mayor said sponsors are sponsoring their advertisement on the bag.

L. Crain asked is these prices include shipping, handling, etc. I. Sagrado asked, "Will retailers sell something in their store with other sponsor's names on it?" The Mayor doesn't believe there's an issue. We're hoping the program reinvigorates the fund. The Mayor thinks the benefit to retailers, if they have an opportunity for additional advertising, will help them buy in to this program and help change behaviors. Even if the highest level of sponsorship is \$2,500, that will help us, but it won't sustain the program. L. Crain said it would be great if sponsorship would cover the 1<sup>st</sup> 9,000 bags. No logos, just retailers names. E. Poremba said she's not sure if the corporate level will allow this. J. Hudson said the idea is to get the program started. Go for the goal and get the program across. E. Poremba said some businesses advertise by logo. D. Schober said some companies require their name in a specific way. L. Crain said she'll look into this. She'll call the top seven retailers and remind people that this will be printed on fabric.

I. Sagrado left at 7:35 PM.

Mayor Sager said businesses like to invest in the City and see how their monies are being used. The Mayor believes that sponsorships will be forthcoming. Keep it simple; you can put your logo and/or your name. Mayor said sponsorships could cost between \$500 to \$2,500. E. Ellinghausen said there are several challenges. We'll be dealing with a local manager. We'll have to have an agreement in hand. If we're going to ask for their buy in to the program that will have to be programmed in to their cash registers. This could be complicated. S. Wenzel said some retailers already have this in their programming. Mayor said we'll have this well scripted.

J. Hudson left at 7:40 PM.

Mayor said the public needs to be educated. L. Crain asked, “What should the Commission be working on with regarding an educational campaign?” E. Poremba said more decisions need to be made before this piece can be decided upon. Education is on the program itself; reusable bags.

Mayor said we need to get students involved, determine where to purchase bags, get approval from City Council; then get bags ordered.

**4. One bag to every household – by what date? Who delivers them?**

L. Crain said we have a deadline in which to order, preferably set July 4 as the deadline.

**d. Update on research of Reusable Bags in our community (Commissioners Donato and Kacmar)**

**1. Surveys – Are they still a necessary part of this initiative?**

It was decided that surveys would not be used for the reusable bag initiative.

- i. Discussion of survey purpose, educational component, anticipated outcome, goals, concerns - N/A**
- ii. Community Surveys - N/A**
- iii. Retailer Surveys - N/A**

**2. Update on community and retailer education plan (Commissioners Crain and Poremba) To be further discussed at future meetings.**

- i. Discussion of purpose of retailer brochure (sponsorship/marketing program) To be further discussed at future meetings.**
- ii. Discussion of community education plan (program intro for residents) To be further discussed at future meetings.**

**e. Formation of subcommittee to work with Mayor Sager on ordinance drafting (Commissioner(s) tbd)**

L. Crain said we need a few people to draft the Ordinance and work with Mayor Sager on this. The Commission needs to focus on these other pieces; signage, etc. Mayor said the Ordinance has to wait until the City is Home Rule certified in 2017. L. Crain will write up something regarding sponsorship levels to share with the Commission next month.

**f. Marketing/Signage of the initiative – i.e. placards for sponsors, window clings for retailers, signage on cart corrals-did you remember your reusable bags? etc. (Commissioners(s) tbd) To be further discussed at future meetings.**

**V. ADJOURN**

The Joint Commission adjourned at 7:50 PM.

Respectfully submitted,

Jane Howie, Chief Deputy Clerk

**MINUTES**  
**ENVIRONMENTAL COMMISSION**

April 7, 2016  
City Council Chambers

A Special Meeting of the Environmental Commission of the City of Woodstock was called to order at 5:30 PM on Thursday, April 7, 2016 in the Council Chambers at City Hall.

**I. CALL TO ORDER & ROLL CALL**

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Ed Ellinghausen, Laurie Kacmar, and Chair Erica Poremba.

**COMMISSION MEMBERS ABSENT:** Jaci Krandel and Steve Wenzel.

**STAFF PRESENT:** Assistant Public Works Director Tom Migatz and Chief Deputy Clerk Jane Howie

**OTHERS PRESENT:** None.

**II. APPROVAL OF MINUTES:**

Motion by E. Ellinghausen, second by L. Kacmar to approve the March 3, 2016 Minutes. Ayes: Ed Ellinghausen, Laurie Kacmar, Chair Erica Poremba. Nays: None. Absentees: Steve Wenzel and Jaci Krandel. Abstentions: None. Minutes were approved.

**III. PUBLIC COMMENT:** None

**IV. DISCUSSION ITEMS:**

**A. Continue review of Environmental Plan Recommendations List**

E. Poremba asked the Commissioners to review page 18, section 208. E. Poremba asked if there are any incentives to builders for building “green.” T. Migatz was unsure about this, but he said he could look into it. Members agreed that this is a low-priority item.

Community Education & Outreach, sections 211-214. E. Poremba believes part of this is happening. The Environmental information is on the website. The Commission may want a page that is committed to environmental issues. L. Kacmar said this would reinforce their work. The members rated this section as high-priority. L. Poremba said items such as sustainability could be included in the City Scene. High-priority would be placing items on the City’s website. Distribute the City of Woodstock Annual Environmental Progress Report; the Commission rates this as a high-priority to place this on the City’s website, have information available at the public library, and in the City Scene. Action items could be added to the website and City Scene. This shows the public and the community what this Commission is about and assists with moving forward.

Explore Development of Programs for Developmental Outreach, 215, sections A & B. (ongoing & continuous). The Commissions work with the Defenders is ongoing. No child left inside; exploring the environment. There may be more to this. E. Ellinghausen said the Parks & Recreation Commission has a substantial outreach program already in place.

E. Poremba said Mayor Sager had asked that the Commission rate these items in priority. E. Ellinghausen said they could place these in order of priority / rankings. L. Kacmar said it seems that there are four main categories. City of Woodstock in-house duties. Implementation & construction, which administration is responsible for. Implementation is directed toward community. Awareness and education platform. Then prioritize how they are related to form a means for each category. There are many similarities, so this would give a place to begin with prioritizing. L. Poremba suggested that each Commissioner review the material and put them in these categories. What is most attainable? What can the City Administration do? What is the community responsible for? What is the Commission responsible for? E. Ellinghausen suggested a score card. Include what's currently attainable and provide a timeline of when these items are attainable. For example, 1 year, 2 ½ years and 5 years for attainability. This will be discussed at the next meeting; be ready to make decisions. E. Poremba asked if the Commission can add items to the Environmental Plan. T. Migatz said these items would have to be approved by the City Council. All recommendations must go through Council. The Mayor requested that some of these items are completed. E. Ellinghausen will write something up to present to this Commission at the next meeting.

B. Donato arrived at 5:40 PM.

Ranking matrix will be discussed at the next meeting. E. Poremba asked that T. Migatz add the priorities to the plan and email it to the Commission for review, and to bring absent members up to speed.

E. Poremba works for Roosevelt University and sits on their Sustainability Commission. She said that the City of Woodstock's Plan is very impressive compared to what other communities have in place.

S. Wenzel arrived at 5:50 PM. E. Poremba caught him up with the items that were discussed and how they will prepare for the next meeting. T. Migatz said the new Building Codes were approved by City Council at Council's April 5, 2016 meeting.

B. Donato asked if climate change is included in the Plan. S. Wenzel mentioned that the City could implement cooling shelters. Lower the carbon footprint of the City. These items are included in the Plan, as well.

**B. Develop action items ranking matrix from Environmental Plan Recommendations**

**List** – this will be discussed at next month's meeting.

**V. ADJOURNMENT:**

Motion by S. Wenzel, second by L. Kacmar, to adjourn to the Special Joint Meeting with the Cultural & Social Awareness Commission. Ayes: E. Ellinghausen, L. Kacmar, S. Wenzel, Chair E. Poremba. Nays: None. Absentees: J. Krandel. Abstentions: None. Motion carried. Meeting adjourned at 5:55 PM. The next regular meeting of the Environmental Commission will be held on Thursday, May 5, 2016 at 5:30 PM in the Council Chambers.

Respectfully submitted,

Jane Howie  
Chief Deputy Clerk

**MINUTES**  
**CITY OF WOODSTOCK**  
**OLD COURTHOUSE AND SHERIFF'S HOUSE ADVISORY COMMISSION**  
April 18, 2016  
City Council Chambers

A Regular Meeting of the City of Woodstock Old Courthouse and Sheriff's House Advisory Commission was called to order at 7:00 PM by Chairman Dennis Sandquist on Monday, April 18, 2016 in the Council Chambers at City Hall.

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Lynde Anderson, Jim Campion, Trisha Doornbosch, Jodie Kurtz-Osborne, Jim Prindiville, David Stumpf, Tammy Townsend-Kise, Joseph White, and Chairman Dennis Sandquist.

**COMMISSION MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford, Economic Development Director Garrett Anderson, and City Planner/Staff Liaison Nancy Baker.

**OTHERS PRESENT:** Plan Commissioner Darrell Moore and City Clerk Cindy Smiley

**APPROVAL OF MINUTES**

Motion by J. Campion, second by J. Prindiville, to approve the minutes of the March 21, 2016, meeting of the Old Courthouse and Sheriff's House Advisory Commission with the following corrections:

Page 2, Paragraph 2, last line, change "McHenry Council" to "McHenry County"

Ayes: L. Anderson, J. Campion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, D. Stumpf, and Chairman D. Sandquist. Nays: none. Abstentions: T. Townsend-Kise and J. White. Absentees: none. Motion carried.

**PUBLIC COMMENT**

There was no public comment.

**ILLINOIS STATE MARKER**

Chairman Sandquist noted this item was presented at the last meeting. He noted that it was the consensus of the Commission that any plaque should recognize the historic significance of the Courthouse and Sheriff's House as well as the connection with Eugene V. Debs. At the Commission's request, Nancy Baker developed the text included in the packet; and this item was placed on the agenda for consideration and approval this evening. Chairman Sandquist stated if the Commission approves the text and the placement of a commemorative plaque, a letter of support, the text of which is also contained in the packet, would be sent to the Illinois State Historical Society. He noted that the proposed text would increase cost of the marker. He also noted copies of other letters of support contained in the packet.

A discussion occurred of the wording for the plaque, with Chairman Sandquist suggesting that sentences two and three in the third paragraph be reversed. D. Stumpf opined that the text does not

clearly describe the relationship between Mr. Debs and Sheriff Eckert. In response to his questions, Kathleen Spaltro detailed the nature of the relationship. She noted that Sheriff Eckert assured Mr. Debs that he would not come to harm in Woodstock, stating that he felt it was his role to protect the prisoner. Ms. Spaltro noted that a lifelong friendship blossomed between the two men.

Chairman Sandquist stated the City Council would ultimately approve the placement and wording of the plaque. R. Stelford noted the Commission could approve it and then it could be placed on a City Council Agenda. Chairman Sandquist agreed, noting this would ensure the wording is as the City wishes. Ms. Spaltro stated the language will be negotiated between the City and the Illinois State Historical Society. She stated the Society must first approve the application for the plaque and then the wording will be negotiated, so the language being discussed this evening is the suggested language.

Chairman Sandquist asked if the Commission is comfortable with the language as presented, noting he wished to be sure the plaque included how important this building is to the City. J. Prindiville stated the Debs case is the compelling story and he wishes to be sure the plaque shows how important this is to history. He stated he favored the placement of two plaques, one with the Debs story and one with information on the history of the building. Ms. Spaltro discussed the Debs case in more detail, noting its importance to history and the labor law. Chairman Sandquist stated he supports the inclusion of Debs and the inclusion of how important this case was to labor law but noted he wishes to make sure the architect and history of the building is included.

D. Stumpf stated he is fine with the plaque but asked about the historical accuracy of the letter. Nancy Baker discussed Mr. Debs' incarceration in Woodstock, providing information to support the statements made in the letter. She noted that he had his own secretary and did some publishing from jail, stating that Sheriff Eckert allowed this to occur. Ms. Spaltro noted that Mr. Debs was jailed at night but was allowed out during the day. D. Stumpf stated this indicates he supported the cause while jailed in Woodstock.

Ms. Spaltro suggested if the City wishes to further acknowledge Mr. Debs and his involvement with the building and Woodstock, one application could be made for a 250-word plaque for this and then a separate plaque discussing the history and significance of the Old Courthouse could be placed with no permission needed from the historical society. J. Prindiville expressed his support of this approach opining that this plaque should be about the Debs story and its importance to labor law and the impact it had on society. D. Stumpf also supported removing the information about the architect from the plaque and including more information about Debs' incarceration. T. Townsend-Kise stated there are two different important story lines, both of which are being watered down by combining them. She stated her feeling that two plaques may be a better idea if there are funds for two. Chairman Sandquist noted there are no funds budgeted by the City for the plaque. He stated the original proposal asked for a letter of support, stating the requester was raising funds for the plaque, and noted if it is the Commission's desire to give them a letter of support for a plaque about Mr. Debs, it would be with the understanding that this was for the original plaque. He further stated someone could then come forward with the suggestion for another plaque concerning the history and importance of the Old Courthouse.

A discussion followed of the timeline of the project, noting the development of Pullman Park in Chicago and also the importance 2017 would have as the 100<sup>th</sup> anniversary of important events in

Mr. Debs' life. J. White stated this may be an opportunity to draw more attention to the Old Courthouse and the restoration project.

Motion by D. Stumpf, second by J. Kurtz-Osborne, to approve submission of a letter of support to the Illinois State Historical Society with the understanding that the letter will address the Debs' marker. Ayes: L. Anderson, J. Champion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, D. Stumpf, T. Townsend-Kise, J. White, and Chairman Sandquist. Nays: none. Abstentions: none. Absentees: none. Motion carried.

### **FUNDING/FINANCING**

Chairman Sandquist noted that City Manager Roscoe Stelford is present this evening to provide further information on this topic.

R. Stelford stated that at the last meeting the potential for issuing debt for the restoration improvements for the Old Courthouse and Sheriff's House was discussed. He then explained how being a non-Home Rule municipality impacts this, stating this would require a referendum for the issuance of General Obligation Bonds with payment for these through property taxes. He stated that Home Rule status would eliminate the need for a referendum.

Mr. Stelford then noted that the City Council is tax averse, having declined to take the PTELL, or automatic cost-of living property tax increase, for the last five years. He further stated that Council does everything they can to freeze or even lower the City's portion of the property tax bill. He stated without evidence of strong public support of a bond issue, he does not believe Council would support this. Mr. Stelford then stated alternate revenue bonds could be used, but noted that the City would have to identify a revenue stream as a source of payment which would be 125% of the bond. He stated how to pay for it is the biggest issue impacting this project.

Mr. Stelford stated staff has discussed fundraising and grant opportunities, but noted the question of ownership must be addressed first as many grant applications and foundations require this information. He then discussed the possibility of using tenanting at the Sheriff's House in the same way it has been used in the Old Courthouse, with a tenant being given a favorable lease in exchange for them doing significant interior improvements to the building. He stated that five or six restaurateurs have approached the City in the last year with interest in the Sheriff's House. He indicated if the Commission would entertain this, Staff would develop and request RFPs to get as many as possible which would then be sent to the Commission for review and then to the City Council. He confirmed that this would only be for the Sheriff's House.

In response to questions from the Commission, Mr. Stelford stated the investment required would be for interior improvements only, including the kitchen and bathrooms. He also indicated that accessibility questions would need to be addressed. He noted what would be required of the operator and what would be required of the City would be spelled out in the lease agreement.

D. Stumpf stated he met with representatives of the Friends of the Old Courthouse, noting they are in the final stages of putting together a fundraising plan. He stated the opinion was expressed that if this were to become a commercial building, it would make it very difficult to fundraise and, conversely, if the City retained ownership, it would greatly increase the opportunity to raise funds.

In response to D. Stumpf's presentation of two resolutions for consideration by the Commission, Chairman Sandquist noted, per the Open Meetings Act, these resolutions could be discussed but no action could be taken until the next meeting following the required publication.

D. Stumpf then discussed the suggested proposal that the Old Courthouse be used as City Hall with the current City Hall being sold. He noted the problem with this proposal is that the Old Courthouse space may not be suitable for government use, as was determined by the County in the 1970s. He stated the Commission should try to resolve this issue and discussed a resolution he has crafted for the Commission's consideration. J. Prindiville stated he is unsure as to whether it would make sense for the Old Courthouse to become City Hall, asking whether Dr. Stumpf is looking for an answer. Chairman Sandquist noted this would only be halfway to the answer of this question, as it would also have to be determined whether this would be financially feasible. He stated the value of the building must be determined which could be done through a marketing analysis. J. White stated the building also needs a space needs analysis which would be done by an architect and would identify whether this option is feasible from that standpoint. Dr. Stumpf stated having this information could change the whole fundraising approach and again noted he is not inclined to think this is a viable option.

T. Townsend-Kise noted the Artspace Study is happening in May and will provide an answer as to whether this is a viable option also.

A discussion followed of what information could be provided by City staff. J. Campion clarified that the Commission wished for Staff to prepare a report on the feasibility of City Hall moving to the Old Courthouse. He also stated the Commission should know whether the City is really looking at this, and if this is not the case, the Commission should not spend time on this issue.

R. Stelford stated moving City Hall to the Old Courthouse has been mentioned as an option and suggested the Commission should review this to see if it is feasible. He noted the vision for the Old Courthouse is to be an open building, stating City Hall is not open on the weekends or in the evenings and does not draw people. He also noted that there is much storage available in the current City Hall building, including the large basement and the former fire stations, which is used by Public Works to store much of their large equipment. He stated it would be a challenge to find a place to store all of this equipment should City Hall move to the Old Courthouse. He urged the Commission to explore this option, however.

Chairman Sandquist opined that perhaps the current City Hall could be subdivided to retain this storage space for the City. He also noted that he does not see the City government bringing more people to the downtown area than it already does. He also stated that this question should be put to rest.

Dr. Stumpf stated it may be that the question has already been answered. He suggested placing this question on the next agenda to discuss and vote on to finalize the Commission's position.

Chairman Sandquist noted the next item on the agenda is Public Involvement and stated the question previously discussed, relocating City Hall to the Old Courthouse, could be a question placed to the public on the survey. He further stated the Commission may or may not wish to consider public input on this subject.

J. White stated many people have looked at this and it does not seem to be feasible. He further stated for the City to step away and say this is not a future use for the Old Courthouse keeps the process moving forward. He stated the public is looking at the Commission for a vision and coming back to the public does not make it look like the Commission is moving forward. He expressed his wish to close this topic by saying it is not feasible and then keep moving on.

D. Stumpf suggested placing this item on the next agenda for discussion and possible action. Chairman Sandquist requested staff to research this topic and place for discussion on the next meeting for possible action. It was the consensus that this be done.

Noting T. Townsend-Kise's previous comments, Chairman Sandquist stated the Artspace Study will provide more information on usage and that the Commission will thusly be making incremental progress on this issue.

In response to comments from J. White concerning soliciting further proposals, Chairman Sandquist stated he has spoken with Garrett Anderson on this topic with Mr. Anderson expressing the opinion that the issues facing the Old Courthouse and the Sheriff's House are very different, making a single proposal for both buildings difficult. Chairman Sandquist stated he would support the receipt of proposals from users who would want to make a significant investment in the Sheriff's House, bringing a high-quality restaurant to the Square.

J. Prindiville stated his feeling that the Commission does not need to be in a hurry, noting there has not been much surveying or solicitation of public opinion. He does not want the market to drive the decisions rather wanting to decide what is best for the public. He expressed his opinion that another restaurant may not be what is needed and stated his feeling that the Commission does not need to solicit proposals at this time. He stated the market is improving and opined it is to the City's advantage to go slowly. He also noted it would be necessary to have answered the question of ownership should a proposal indicate a wish for an option to buy.

T. Townsend-Kise stated her opinion that the Commission and the City should consider all interested parties, noting the City would not be required to accept any proposal that was solicited. She stated the Sheriff's House is an empty storefront on the square and is closed and noted her feeling that the Commission should take advantage of any interested party. She further stated if the Commission wishes to gain public support then the public has to have access and get in the building. She stated her opinion that the Commission should explore this option so public support and interest can be generated.

Discussion then followed of what could be specified in the RFP with Chairman Sandquist noting specific concern about how the jail cells would be used. He also noted he would not want the RFP to cut off any options. R. Stelford noted that one of the entities that has expressed interest has stated its wish to turn the jail cells into seating which would attract the public's attention. He further noted that all who have looked at the building have indicated that the cells are a draw.

In response to a question from Chairman Sandquist, it was the consensus of the Commission that Commissioners Stumpf and White will work with Economic Development Director to develop an RFP and the process for its issuance and review of the responses.

## **PUBLIC INVOLVEMENT**

N. Baker noted that she and Commissioner Doornbosch met subsequent to the last meeting to refine the questions on the proposed survey.

Chairman Sandquist stated he likes having the survey available all the times on the City's website and asked T. Doornbosch for more information on the survey as presented.

T. Doornbosch stated this is not a full-blown focus group but rather an on-line survey to develop a basic strategy. She noted the Commission can still receive information from focus groups but that this survey will open a line of communication with individuals who may not have an opportunity to share their views as the survey will be available on the City's web page and take little time to complete. She also noted it is inexpensive. Ms. Doornbosch stated this is just one avenue of communication.

Discussion followed of the City's demographics and why it may be difficult for people to participate in focus groups.

Noting a Commissioner's previous concern, Ms. Doornbosch stated there may be silly or irrational comments made but these can be discounted. She also noted there may, indeed, be negative responses but that these must be given equal weight with the positive responses, stating they cannot be rejected just because they do not agree with the Commission's or other's opinions.

Ms. Doornbosch stated it is reasonable to solicit responses from all sources. She noted the building is a national landmark and that no restrictions should be placed on where the answers come from. She stated the survey questions should be written using the most neutral language possible, noting to skew the answers would be to violate the purpose of the survey. Ms. Doornbosch stated there should be both open-ended and closed-ended questions, with best practice being to keep it simple with a limited number of questions. She noted the proposed survey will cost only time and talent.

In response to a question from T. Townsend-Kise, Ms. Doornbosch stated the survey should be placed on the web site as soon as possible and be left on for several months. In response to a question from Chairman Sandquist concerning what would happen as decisions are made, T. Doornbosch stated the on-line survey could be modified as long as it was ensured that the data before and after the modification is divided and isolated.

In response to a question from T. Doornbosch, R. Stelford stated a banner could be placed on the website to drive people to the website and also a press release could be issued. Mr. Stelford stated the City also already subscribes to Survey Monkey which could be used if it meets the Commission's needs. He also stated that Council will wish to know how many or the percentage of respondents are residents of Woodstock. T. Townsend-Kise supported inclusion of the question concerning residency. Chairman Sandquist requested that the respondent's zip code be requested also. J. Prindiville agreed, noting that while knowing how many respondents are residents may be important, if TIF funds are used it also could be important to know how many respondents are residents of the school district and the Fire Rescue District.

Discussion then followed of the length of time the survey should remain available on the website. It was opined by some that it should remain up indefinitely while others felt there should be a defined period so that the public knows this information is being reviewed and considered.

Chairman Sandquist requested a monthly report of the survey results. T. Townsend-Kise suggested that it be stated the responses would be compiled and reviewed monthly, noting in this way the public will know their responses are being read and considered.

D. Stumpf stated he is not in favor of a survey, noting his concern that the responses could set unrealistic expectations that all suggestions may be not only considered but put in place. He noted the example of many respondents stating the Old Courthouse should become a commercial building but that being impossible for financial reasons. He noted this could result in many questions. He stated his concern that the questions asked will set expectations. He recommended first narrowing down the options, such as the question of ownership.

T. Townsend-Kise disagreed stating her opinion that it is appropriate to ask questions about ownership. She noted the survey is asking for people's opinions and nowhere is it being suggested that what is suggested will be done.

The Commission then discussed the wording of the survey and how it can be worded to gain more valuable information. Jodie Kurtz-Osborne suggested that the first, introductory paragraph be edited to more clearly reflect the purpose of the survey. J. Kurtz-Osborne noted that many people will not know what TIF or tax levy really mean. It was suggested that public funding would indicate taxes.

Discussion followed of whether a press release should be issued with the consensus being that efforts should be made to obtain as many responses as possible.

Motion by T. Doornbosch, second by J. Kurtz-Osborne to proceed with doing an on-line survey with the Commission to receive monthly results.

A roll call vote was taken. Ayes: L. Anderson, J. Champion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, T. Townsend-Kise, J. White, and Chairman D. Sandquist. Nays: D. Stumpf. Abstentions: none. Absentees: none. Motion carried.

In response to a question from Chairman Sandquist, it was the consensus of the Commission that T. Doornbosch should continue to work with City Staff on the development of the survey based upon the comments made by the Commission and that Ms. Baker and Ms. Doornbosch will see that the survey is placed on the website.

T. Doornbosch asked anyone who had comments on wording or would like additional input to forward that to Nancy Baker.

### **LEASE INFORMATION**

Discussion followed of the leases forwarded to the Commission by N. Baker with R. Stelford providing additional information as requested by the Commission.

### **STAFF UPDATE**

Nancy Baker noted that the clean-up of the buildings has been completed by the Public Works Department. She stated she is awaiting a date for window delivery. She also noted the City Council discussed the budget for the Old Courthouse at the recent Budget Workshop and stated there will be \$250,000 allocated to this project which will be used primarily for windows.

Ms. Baker stated she attended a joint meeting of the historic groups at which the original bid specs for the building were on display. She noted she was able to scan these so the City now possesses copies of these.

### **FUTURE AGENDA ITEMS**

Based on previous discussion, the following were noted:

- a) Staff will work to develop a resolution with finding of fact as to why use of the Old Courthouse as City Hall has been eliminated from consideration by the Commission.
- b) Staff, along with identified members of the Commission, will work to develop specifications for an RFP/RFQ process.
- c) T. Doornbosch and N. Baker will work to complete the on-line survey and will report back to the Commission at the next meeting.
- d) N. Baker will invite representatives from the Opera House or Friends of the Opera House to discuss the restoration of that facility, operating a public building, and fundraising.
- e) N. Baker will contact the Friends of the Old Courthouse and invite representatives from that organization to attend a meeting when they have information to present.

### **ADJOURN**

Motion by D. Stumpf, second by J. Kurtz-Osborne, to adjourn this regular meeting of the Old Courthouse and Sheriff's House Advisory Commission to the next regular meeting on Monday, May 16, 2016 at 7:00PM in the Council Chambers at City Hall. Ayes: L. Anderson, J. Champion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, D. Stumpf, T. Townsend-Kise, J. White, and Chairman Dennis Sandquist. Nays: none. Abstentions: none. Absentees: none. Motion carried. Meeting adjourned at 8:40PM.

Respectfully submitted,

Cindy Smiley  
City Clerk

**MINUTES  
JOINT MEETING OF  
THE CULTURAL & SOCIAL AWARENESS COMMISSION  
AND ENVIRONMENTAL COMMISSION**

May 5, 2016  
City Council Chambers

The Special Joint Meeting of the City of Woodstock Cultural & Social Awareness Commission and Environmental Commission was called to order at 6:00 PM on Thursday, April 7, 2016 in the Council Chambers at City Hall.

**I. CALL TO ORDER AND ROLL CALL:**

**COMMISSION MEMBERS PRESENT:** J. Hudson, I. Sagrado, E. Ellinghausen, S. Wenzel, J. Krandel, Chairwoman E. Poremba, and Chairwoman L. Crain.

**COMMISSION MEMBERS ABSENT:** W. Donato, L. Kacmar, and J. Rivera.

**STAFF PRESENT:** Assistant Public Works Director Tom Migatz and Chief Deputy Clerk Jane Howie

**OTHERS PRESENT:** None

**II. APPROVAL OF MINUTES from the April 7, 2016 Joint Meeting of the Cultural & Social Awareness Commission and Environmental Commission:**

Motion by E. Poremba, second by S. Wenzel to approve the April 7, 2016 Meeting Minutes as presented. Ayes: J. Hudson, I. Sagrado, E. Ellinghausen, S. Wenzel, J. Krandel, E. Poremba, and L. Crain. Nays: None. Absentees: L. Kacmar, W. Donato, J. Rivera. Abstentions: None.

**III. PUBLIC COMMENT:** None

**IV. DISCUSSION ITEMS:**

**a) Logo Design**

Reviewing logo design, the Mayor would like the BYOBag on the side panel, not on the tree trunk on the front panel. He likes the ‘sustainable woodstock’ underneath the city skyline and tree. Background could be a color, but Denise at American AdBag said not having a background color would be better. All Commission members agree with this style. Josh Dyra, Woodstock North High School student, created this image. Josh is willing to work with the Commission through the process.

**b) Bag Design**

L. Crain asked if anyone received costs from somewhere other than China; preferably American-made. They did not. American made bags cost \$10 per bag vs \$2.99 per bag from China. E. Poremba couldn’t find any American-made bags less than \$9.00 per bag. J. Rivera was going to check with Woodstock’s Sister City, Zacatecas, about costs. L. Crain spoke with J. Rivera, asked if he contacted Zacatecas about purchasing bags. J. Rivera did place calls, but he has not heard back yet. J. Krandel did not like the idea of having to purchase bags from China. She asked what kind of underwriting would be needed. J. Hudson said he likes the idea of getting reusable bags from Woodstock’s

Sister City. It's a great idea if it would work. L. Crain's concern is that we won't have the information in time to get this to Council. We may have to move forward with what we've got right now, sharing our intent with the Council. T. Migatz said we need to consider the price point and the budget that has already been approved. E. Poremba said maybe we can find out something from J. Rivera in the next couple of weeks, otherwise we should move forward with what we've got. Goal was to have these ready before Halloween. It is the Commissions hope that, should additional bags be purchased in the future, bags could be purchased from a company in the U.S.

**1. Pricing for American made bags**

\$9.00 to \$10.00 per bag.

**2. Review current bid for bag printing.** This will be discussed at a future meeting.

**c) Sponsorship**

**1. Sponsor levels**

Support Level = \$200 - \$499, Name only, Small. Defend Level = \$500 - \$999, Logo *or* Name, Medium. Protect Level = \$1,000 - \$1,999, Logo *and* Name, Medium. Sustain Level = \$2,000+, Logo *and* Name, Large. The Commission still needs to know dimensions of the bag to assist in deciding upon dimensions of sponsorship areas. Sponsor will be on side panels only. "Sustainable Woodstock" will be on the front and back. First print will guarantee sponsorships. Depends on how long the supply of the first run of bags lasts. Possible sponsors include Walgreens Walmart, Jewel/Osco, Blain's Farm & Fleet, Harley-Davidson, and Menards. Then maybe Claussen Pickle and other businesses will be interested. It is believed that the size of the reusable bag is 12 ½" x 13 ½" x 6". E. Poremba suggested you could also use the bottom panel.

L. Crain likes the idea of having a sponsor launch party. Perhaps handing out recognition plaques, support certificates, and thank you letters to businesses and people that have committed to sponsorship. Companies may like to be involved in this type of event to get recognition. Perhaps Commission members can promote the reusable bag initiative at events on the Square, band concerts, farmers market. Top level, logo & name, next level, logo & name smaller, next is logo or name, smallest level is name only. E. Poremba asked when do we need to have all of the sponsors.

Get sponsors by end of June – mid-July. J. Krandel asked is there anyone who would want to be involved, such as Claussen. Can we start talking about this with associates who may be interested? The consensus of the Commission was yes, we should be moving forward. T. Migatz said the City will work with Commission Members.

Who should checks be made payable to? Where should checks be mailed? To who's attention? Who is keeping track of sponsors and sponsor levels? E. Poremba, can people sponsor the bag? Not just companies. Food shed co-op may want to sponsor this also. Commission agreed this would be great.

J. Krandel said if someone is willing to give more money, how would this be handled? It's possible that the back of the bag may have to be opened up for sponsorships. Perhaps a company may wish to donate upwards of \$2,000, for example, a \$5,000 sponsor such as Centegra. The Commission believes there's someone in the community that will want to pay \$5,000. Is there any incentive to the \$5,000 donor, such as being included in the second run? Or, three \$5,000 spaces for the back side of the bag. Would the Commission be interested in having a \$5,000 sponsor for the first printing of the bag? If a \$5,000 sponsor isn't found, the bag could have the City's tree photo on the back, otherwise, the back panel could be shared with the sponsor.

Size of print for sponsors needs to be decided upon. The Commissioners need to be able to share print dimensions with potential sponsors during "the ask." E. Ellinghausen said if the bags are made of natural materials, the ink may run. Once we know size of print space, the sponsor levels/costs may need to change.

Commission needs to agree on sponsor levels and if we want to add a \$5,000 level and would the \$5,000 sponsor be on the back side. Commission agrees that there's only one \$5,000 level sponsor.

J. Hudson made a motion, second by E. Poremba to keep the sponsor levels at \$200 - \$2,000 with the option of one \$5,000 sponsor. Motion passed unanimously, by those present.

2. **Key sponsor update.** This will be discussed at a future meeting.

## V. ADJOURN

Motion by S. Wenzel, second by E. Poremba, to adjourn this Special Meeting of the Cultural & Social Awareness Commission and Environmental Commission. Ayes: J. Hudson, I. Sagrado, E. Ellinghausen, S. Wenzel, J. Krandel, E. Poremba, and L. Crain. Nays: None. Absentees: L. Kacmar, W. Donato, J. Rivera. Abstentions: None. Motion carried. Meeting adjourned at 6:55 PM.

The seven Commission members present discussed dates for the next two meetings for this Joint Commission; both Thursday, May 26, 2016, and Thursday, June 16, 2016 at 6:00 PM. If the Liaisons agree with these dates, the Environmental Commission will meet on these same dates, prior to these meetings at 5:30 PM. The Commission's Liaison will confirm these two dates and times with Commission members.

Respectfully submitted,

Jane Howie  
Chief Deputy Clerk



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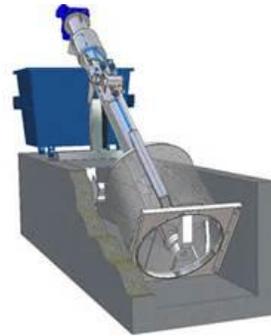
To: Roscoe Stelford, City Manager

From: Anne George, Wastewater Treatment Plant Superintendent

Re: **Waiver of Competitive Bidding Requirements and Approval of Costs/Change Order to Repair Lakeside Fine Screen**

Date: May 10, 2016

Not unlike most other wastewater facilities, the City's southside wastewater treatment plant is designed with one treatment process after another designed to remove solids from the waste stream until only clear water remains. One process in service 24 hours per day – 7 days per week is a fine screen manufactured by Lakeside Equipment based in nearby Bartlett, IL. The fine screen was installed new at the headworks of the facility during the last capacity expansion in 1997. Its purpose is to trap and remove rags, clothing, sticks, rocks and other debris that would otherwise move to the next process and cause premature wear, settle out in the biosolids, or tangle in rotating equipment. This material that is trapped in the fine screen eventually goes up a vertical auger where it is dewatered before it is placed in a dumpster and sent to a landfill. It is an essential piece of equipment that the process relies upon for solids removal. Since 1997, this equipment has only required a few minor repairs. A comparable unit would sell today for approximately \$140,000.



Recently, the rake arm on the fine screen became misaligned which caused a few teeth and the rake arm to bend. A manufacturer's representative was called to assess the damage, evaluate the nearly 20-year old unit, and provide a list of parts that may be required to put the unit back into service. A visual inspection without the benefit of seeing the equipment disassembled yielded a total cost of \$4,895 for parts needed to be replaced. These parts were purchased and paid for in FY15/16.



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After parts were purchased, the Wastewater Treatment Plant Superintendent identified two contractors, each of whom have the knowledge and expertise to tear down and repair the fine screen. DPS Equipment Services, Inc., Caledonia, IL was selected as the lowest responsible bidder and was contracted to make the repairs for a cost not-to-exceed \$4,500. The other quote was received from Joseph J. Henderson & Son, Inc., Gurnee, IL for a cost not-to-exceed \$9,105.

Once the unit was removed from service and disassembled, it was determined that an additional \$6,690 in parts would be needed to return this equipment to a condition that is suitable for the rough duty service it experiences each and every day. The added expenditure puts the total project cost at \$16,085, which includes \$11,585 for parts and \$4,500 for labor. The original project was approved by the City Administration as it fell below the City Code's purchasing threshold of \$10,000. However, with the change in the scope of this project, the total now exceeds the City Administration's purchasing authority and requires City Council approval.

Based on advice from the City Attorney's office, the City Council should find that (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, (2) the change is germane to the original contract as signed, and (3) the change order is in the best interest of the City. In addition, a motion to waive competitive bids is also recommended as a legal precaution. A waiver of competitive bids does require a 2/3 majority vote by the Corporate Authorities holding office (i.e., 5 affirmative votes).

**Therefore, the City Administration recommends that the City Council waive the requirement for competitive bids, agree with the findings forwarded by staff necessitating the change to this project, award a contract in the amount of \$4,500 to DPS Equipment Services, Inc., and authorize the purchase of the parts needed for the repair of the fine screen totaling \$11,585 from the manufacturer's representative, Ley & Associates, Rolling Meadows, IL.**

Work to bring this equipment back into service is already underway and it is expected that project completion will be sometime later this month. \$6,690 in parts and \$4,500 in labor will be funded through the Materials to Maintain Equipment line item and the Service to Maintain Equipment line item within the FY16/17 Wastewater Treatment Operating budget.

c: Jeff Van Landuyt  
Ley & Associates



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager



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To: Roscoe Stelford, City Manager

From: Jeff Van Landuyt, Public Works Director

**Re: Approval of a Two-Year Contract for the Purchase of Bulk Road Salt.**

Date: May 10, 2016

The Department of Public Works is responsible for maintaining the City’s roadways and keeping them passable for motorists. To be effective in clearing snow and ice from city streets in the winter months, Public Works needs to secure the necessary materials to ensure safe travel and respond to the needs of the community. Therefore, it is essential that the City has an ample supply and that a supplier is secured to deliver salt on an “as needed” basis throughout the winter months.

For the second consecutive year, the McHenry County Purchasing Department has allowed any McHenry County municipality or township to join in their process and solicit bids jointly. They agreed to include language, which allowed all local government units to issue individual awards or rejections in accordance with the provisions of each participating local government unit. Through this process, the City paid \$71.51 for road salt in FY15/16.

The following is a summary of the recent bulk rock salt bids received for the City of Woodstock:

<u>Vendor</u>	<u>Base Year</u>	<u>Option Year 2</u>
Compass Minerals America, Inc. Overland Park, KS	\$60.07/ton	\$61.87/ton
The Detroit Salt Co. Detroit, MI	\$59.63/ton	\$65.63/ton
Cargill North Olmsted, OH	\$72.32/ton	\$75.32/ton



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Woodstock's bid was based on an estimated quantity of 2,000 tons. Each entity is required to purchase 100% of its estimated quantity.

In the approved FY16/17 Budget, \$150,000 is allocated for the purchase of ice control salt in line item #12-00-6-572. Based upon bid results, the City has the option of awarding a contract to the lowest responsible bidder for the base year or the lowest responsible bidder for Option Year 2. Based upon the favorable bid prices, it is recommended that the City award a contract with Compass Minerals America, Inc. for their Option Year 2 price of \$61.87/ton. By awarding a contract at this bid amount with a quantity of 2,000 tons in FY16/17, the City's cost for the purchase of road salt would be \$123,740. The City would also have the option of opting out of the second year of the contract in April 2017, or continue purchasing salt for a second year through Compass Minerals America, Inc., at the bid price. In addition, the City could increase the quantity it purchases in FY17/18, if it continues with the second year of the contract, but it could not purchase less than 2,000 tons at the stated bid price.

All salt deliveries will be initiated by the Street Superintendent on an as-needed basis. In order to assure that there is an ample supply of bulk rock salt for the winter season, which is used to make City streets safe for motorists, **it is recommended that the City Council approve the purchase of bulk rock salt to be supplied throughout the winters of FY16/17 and FY17/18 by Compass Minerals America Inc., at a unit price of \$61.87 per ton.**

c: All Bidders  
Tom Migatz  
Roger Vidales



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



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To: Roscoe Stelford, City Manager

From: Ernie Nelson, Park & Facility Superintendent

Re: **Award of Contract for HVAC Preventive Maintenance Program & Service Rate Guarantee**

Date: May 10, 2016

The City relies upon contracted labor to keep approximately 150 stand-alone units consisting of gas & electric unit heaters, roof top units, steam boilers, infrared heaters, humidifiers, dehumidifiers, exhaust fans, and a waste oil heater at twelve different City-owned facilities. During specific seasons, this equipment is in operation 24 hours/day – 7 days per week. This mechanical equipment represents a significant investment for the City and there is no one on staff that has the technical knowledge or experience to inspect, maintain, or repair the various makes and models currently in service. A number of years ago, each department within the City managed its own HVAC equipment. As a result, there was no consistency with regard to the type or frequency of preventive maintenance, there was a wide variety of contractors performing the work, and there was a wide range of service rates being paid for regular hourly work and emergency hourly work. In some cases, the annual individual contract agreements cost more than the work would have cost if standard hourly rates were charged.

In order to consolidate contractual HVAC services, take advantage of bulk pricing and preferred discounts the City put together a bid document soliciting a single contractor to facilitate the following equipment maintenance in the spring and fall of each year:

- Complete audio and visual inspection
- Inspect all electrical contacts
- Clean and/or replace filter(s)
- Replace belts and adjust tension
- Inspect blower wheel
- Check condensate drain, (clean if necessary)
- Check amp draw and voltage at compressor & unit
- Inspect compressor contacts
- Check thermostat operation
- Verify operation of all safety controls
- Lubricate blower motor and bearings
- Clean outside condenser coil, (if necessary)
- Check Refrigerant charge
- Check for obvious refrigerant leaks
- Check condenser fan condition/rotation
- Written report of work performed, including recommendations



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In addition to the preventive maintenance and tune up services, each contractor that bid makes a commitment to providing exceptional and timely service during times of emergency repair and general maintenance. In FY16/17, twelve (12) firms submitted proposals to become the City's preferred HVAC contractor as outlined below:

<b>BIDDER</b>	<b>HVAC PM Total</b>	<b>Emergency Hourly Rate Guarantee</b>	<b>Regular Hourly Rate Guarantee</b>	<b>Sum of Emergency &amp; Regular Rates</b>
Geostar Mechanical, Inc. Rockford, IL	\$17,200.00	\$142.50	\$95.00	\$237.50
Miller Engineering Company Rockford, IL	\$13,200.00	\$142.00	\$107.00	\$249.00
The YMI Group Elk Grove Village, IL	\$11,565.00	\$140.00	\$110.00	\$250.00
Mechanical Inc. Freeport, IL	\$14,840.00	\$150.00	\$100.00	\$250.00
MG Mechanical Service, Inc. Woodstock, IL	\$18,370.00	\$145.00	\$108.00	\$253.00
Jensen's Plumbing & Heating Woodstock, IL	\$19,110.00	\$170.00	\$115.00	\$285.00
Hayes Mechanical Chicago, IL	\$13,532.00	\$170.00	\$120.00	\$290.00
Service Concepts, Inc. Genoa, IL	\$26,400.00	\$178.50	\$119.00	\$297.50
All Points, Inc. Schaumburg, IL	\$21,441.00	\$165.00	\$135.00	\$300.00
Althoff Industries, Inc. Crystal Lake, IL	\$24,400.00	\$190.00	\$128.00	\$318.00
Oak Brook Mechanical Services, Inc. Elmhurst, IL	\$21,810.00	\$205.00	\$143.00	\$348.00
First Point Mechanical Services, LLC Rolling Meadows, IL	\$28,000.00	\$210.00	\$145.00	\$355.00

As was stated in the bid specifications, a contract is to be awarded based upon the sum of the emergency and regular hourly rates. This prevents a firm from coming in with a lowball price on preventative maintenance and making up the difference on service calls. Based upon a comparison of the bids received, **it is recommended that a contract which includes an annual preventative maintenance service contract in the amount of \$17,200, a regular hourly rate guarantee of \$95, an emergency hourly rate guarantee of \$142.50, and parts discount of 10% be awarded to the lowest responsible bidder Geostar Mechanical, Inc., Rockford, IL.**

Under the terms of the contract the contractor must begin the spring season preventative maintenance work no later than June 3, 2016 and that work must be completed by June 29, 2016. The fall season preventative maintenance shall be completed no later than October 15, 2016.

For comparison purposes, the following prices were in effect during last year's HVAC contract: Preventative Maintenance \$12,750; Emergency hourly rate guarantee \$142; Regular hourly rate guarantee \$107; Sum of emergency and hourly rate guarantee \$249. Water Treatment Plant facilities were added to the contract in FY16/17.

c: Jeff Van Landuyt  
All Bidders



Reviewed and Approved by:

*Roscoe C. Stieford III*

City Manager



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To: Roscoe Stelford, City Manager  
From: Jeff Van Landuyt, Director of Public Works  
Re: **Repairs to Borden Street Water Booster Station Pump**  
Date: May 11, 2016

Water towers are an important part of the water distribution system. For every foot of height, the City yields 2.31 pounds of pressure. Because the height of the towers are fixed, water pressure is greater in areas served where the ground elevation is less than that at the base of the tower and likewise, water pressure is lower in those areas served where the ground elevation is higher than that at the base of the tower. As a result, there are locations where the City operates a water pressure boosting station, and similarly, there are devices in place where the water pressure is too high; all based upon elevation.



Near the intersection of Kishwaukee Valley Road and Borden Street, the City owns and operates a water booster station which contains two pumps; one of which operate 24 hours a day/7 days per week and the other serves in a standby position. Without this station in operation, water pressure for those users downstream of the station would be less than 40 psi which is not enough to operate certain plumbing fixtures.



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Two years ago, the rotating element which is the section of the pump that sits between the motor and the volute failed. At that time, it was believed that due to the deterioration of the pump impellor, the pump was out of balance causing failure to other components within the rotating element.

The rotating element in the second pump in this station has now failed leaving the station running without a standby pump. Public Works has obtained two proposals to provide and install a new rotating element, which includes a new impellor. However, this repair will include a stainless steel impellor instead of a standard impellor made of iron. Deterioration of the impellor could be due to exposure to trapped air in the system or from treatment chemicals like chlorine. In any case, the City received two proposals for this specialized work. Proposals are described as follows:

HydroAire Service Chicago, IL	\$28,300
Flow-Technics, Inc. Frankfort, IL	\$30,969

**Because this repair needs to be completed, it is recommended that a contract be awarded to HydroAire Service for an amount not-to-exceed \$28,300 for the replacement of the rotating element and impellor in one of the pumps in the Borden Street water booster station.**

This is an unanticipated breakdown; therefore, funds were not budgeted for the repair of the pump. Costs will be charged to the Utility CIP, line item #60-54-7-773 titled Water Main Replacement & Construction. Public Works will review opportunities within the Utility CIP to fund this project utilizing available funds based on savings already generated from other projects.

c: all bidders



Reviewed and Approved by:

*Roscoe C. Stefford III*  
City Manager



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## MEMORANDUM

**DATE:** May 10, 2016

**TO:** Roscoe C. Stelford, City Manager

**FROM:** Nancy Baker, City Planner

**RE:** PROPOSED AMENDMENT TO CHAPTER 13, OF THE UNIFIED DEVELOPMENT ORDINANCE, SIGNS

**ATTACHMENTS:**

- 1) Plan Commission Minutes, April 28, 2016 - Abridged
- 2) Chapter 13 of the Unified Development Ordinance, Signs, with new language in *italics* and deleted language with ~~strikeouts~~.
- 3) Ordinance Approving Text Amendments to Chapter 13 of the Unified Development Ordinance

The Plan Commission reviewed and recommended proposed revisions to Chapter 13, Sign Controls, of the Woodstock Unified Development Ordinance at their April 28, 2016 meeting. Proposed amendments include minor clarifications and corrections to the ordinance, but the main focus was to refine the Electronic Message Center (EMC) regulations to establish standards which are intended to prevent future EMC displays from causing glare and becoming a nuisance, as requested by the City Council. Language to be removed is shown with ~~strikeouts~~ and proposed new language is shown in *italics*.

It is important to note that the proposed amendments do not address the recent U.S. Supreme Court decision in the case of *Reed v. Town of Gilbert*, [135 S. Ct. 2218 \(2015\)](#). This decision has thrown into question the established interpretation and implementation of local sign-code ordinances across the US. In short, the Supreme Court's ruling in *Reed* said that any governmental rules that require looking at the content of a sign will be subject to strict scrutiny and will likely be invalid. Previously it was thought that general regulation of sign classes was permitted as long as the regulations did not regulate the specifics of the language on each class of sign. This meant that the City could regulate, as an example, real estate signs, temporary church signs, garage sale signs and pediment signs differently as long as the City did not try to dictate the specific content of each sign. Post-*Reed* it seems likely that municipalities will no longer be able to identify and regulate signs by class. This does not mean that all sign-code regulation is forbidden and it seems likely that reasonable "time, place and manner" restrictions still will be permitted. However, those restrictions cannot be based upon the subject matter of a sign.

Virtually all sign codes will ultimately need to be modified to comply with the *Reed* ruling. The problem for municipalities is that it is not yet clear how their sign codes should be updated. A number of bodies have been working on model sign code ordinances although none have been finalized. McHenry County, Algonquin and Lake in the Hills have also considered modifications to their sign codes in ways that might provide useful interim models. Staff will be working closely with the City Attorney to develop appropriate language to address *Reed* and will forward this language to the Council at a future date.

### **Proposed Amendments**

Throughout Section 13, references to “Community Development” have been replaced with “Building and Zoning” to reflect the recently renamed department. Other proposed changes:

Section 13.5.H removes the time period for display of political campaign signs. Even though the Plan Commission recommended deleting the time limits for political signs, the City Attorney has indicated that the size limits in the current language may prove equally problematic. This is because, under *Reed*, such a regulation would not be permitted because it would require an examination of the content of the sign and special treatment based on that content. Therefore, the City Attorney has advised deleting the size restrictions for political signs as well. The remaining restrictions added or left in, related to prohibiting signage in the City’s right of way and to eliminating hazardous signs, are less susceptible to challenge. While these changes are not a complete resolution under *Reed*, we believe it will eliminate potential challenges related to political signs until such time as the City can prepare a more comprehensive sign code revision.

Section 13.5.I changes the amount of days holiday decorations may be displayed to 90 days to be consistent with the temporary lighting regulations in the electrical code.

Section 13.5.S removes the reference to “outside the Historic District” and increases the allowable size for menuboard signs from 28 sq. ft. to 40 sq. ft.

Section 13.6.G replaces the requirement for a sign permit for each non-profit fundraising sign with the requirement that a sign plan be submitted.

Section 13.6.H revises and clarifies various requirements pertaining to sidewalk signs.

Section 13.7.B clarifies how “items of information” are calculated.

Page 13.7.C clarifies that lettering on an address identification sign is not counted as “items of information.”

Section 13.8.8 eliminates conflicting language with regard to schools and churches use of EMC signs.

Section 13.8.11 lengthens the frequency between changes on time and temperature signs from once per 3 seconds to once per 8 seconds.

Section 13.8.13 and 13.8.14 clarifies several aspects of changeable message signs and sets standards and a permitting process for EMC signs.

The EMC amendments establish a maximum illuminance level based on the sign industry standard of 0.3 foot-candles above ambient light utilizing a formula that accounts for the size of the EMC and the distance from which the sign is visible.

Ambient light has a significant impact on the perceived brightness of an EMC. If an EMC is set too dim, the message will not be distinguishable in bright light; however that same message may become too bright and distorted at night. Through the use of a light sensor, an EMC can adjust brightness levels based on ambient conditions. Excess brightness is primarily a night time issue, though it can also be a factor on very cloudy days.

Sign brightness can be measured in foot-candles or nits. Foot-candle measurements indicate the amount of light reaching the measuring device at a prescribed distance from the face of the EMC.

Nits are a measurement of the amount of light a sign emits but does not account for ambient light levels. It is noted that EMC foot-candle illuminance cannot be measured without the full cooperation of the sign owner because the maximum allowable light level is based on the foot-candles over ambient light levels. To determine ambient light levels, the sign must be turned off or the background must be turned to black. Then another measurement must be taken with the sign turned to full white copy. If the difference between the two readings is 0.3 foot-candles or less, the brightness is properly adjusted.

The amendments place the burden of proving that the EMC is properly set on the sign permit applicant or sign owner and though we prefer not to require deposits, the proposed language requires a \$750 deposit as an incentive to ensure that the light levels are set correctly.

Section 13.9 replaces LED language with “electronic message center.”

Section 13.11.3 updates the sign variation process to conform to the changes which were made to the city code a few years ago.

The Plan Commission suggested that the language proposed in Section 13.8.13.E be removed because it might be seen as contrary to the recent Supreme Court decision regarding content-based sign regulations. Staff agrees that this should not be included in the amendments at this time and it is shown as deleted language in the attached draft. At the conclusion of the discussion, the Plan Commission recommended approval of the amendments to Chapter 13, Sign Controls, of the Unified Development Ordinance, with the exception of Section 13.8.13.E.

**If the City Council agrees with the Plan Commission’s recommendation, it is recommended that Document Number           <sup>1</sup>, consisting of “An Ordinance Approving Text Amendments to Chapter 13 of the Unified Development Ordinance” be approved.**

## Chapter 13

### SIGN CONTROLS

- 13.1 Purpose**
- 13.2 Major Objectives**
- 13.3 Historic Downtown Business Preservation District**
- 13.4 Prohibited Signs and Practices**
- 13.5 Exempt Signs**
- 13.6 Temporary Signs**
- 13.7 Sign Message**
- 13.8 Permanent Sign Types and Design Factors**
- 13.9 Automobile Service Station Regulations**
- 13.10 General Regulations**
- 13.11 Administration**
- 13.12 Definitions**

#### **13.1 Purpose**

This Chapter, hereinafter referred to as the "Sign Control Ordinance", creates a legal framework for regulating signage.

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.

#### **13.2 Major Objectives**

- A. To provide safe passage for pedestrian and vehicular traffic by regulating location, illumination, design components, construction, installation and maintenance.
- B. To avoid sign clutter and minimize competition among neighboring signage by regulating the number, size, location and illumination.
- C. To preserve the character and unique appearance of the community by regulating new signage, removing obsolete signage, and restricting certain types of signage.
- D. To provide for legible signage by regulating the size and quantity of sign graphics while taking into consideration the circumstances under which it is viewed and the limits of human vision and comprehension.

- E. To promote signage that is compatible with adjoining land uses, as well as the general character of the area and/or zoning district in which the signage is located.

### **13.3 Historic Downtown Business Preservation District**

The Historic Downtown Business Preservation District has a unique and historic character. Many of the buildings located within this district are of an architectural design popular in the late nineteenth century. This historic character is considered to be one of the most important assets of the District and the City of Woodstock. It is the intent of this Chapter that this character be preserved. It is not the intent of this Chapter to limit the effectiveness of signs within this district but to allow messages to be conveyed more effectively and, at the same time, to preserve the historic character of the Historic Downtown Business Preservation District.

In addition to the regulations contained herein, signs located within the Historic Downtown Business Preservation District shall meet the following standards which are excerpted from the **National Park Service's Preservation Brief # 25: The Preservation of Historic Signs**:

- A. Signs should be viewed as part of an overall graphics system for the building. They do not have to do all the "work" by themselves. The building's form, name and outstanding features, both decorative and functional, also support the advertising function of a sign. Signs should work with the building, rather than against it.
- B. New signs should respect the size, scale and design of the historic building. Features or details of the building will suggest a motif for new signs.
- C. Sign placement is important and new signs should not obscure significant features of the historic building. Signs above a storefront should fit within the historic signboard, for example.
- D. New signs should respect neighboring buildings. They should not shadow or overpower adjacent structures.
- E. Sign materials should be compatible with those of the historic building. Materials characteristic of the building's period and style, used in contemporary designs, can be used to form effective new signs.
- F. New signs should be carefully attached to the building to prevent damage to historic fabric and to ensure pedestrian safety. Fittings should penetrate mortar joints rather than brick, for example, and sign loads should be properly calculated and distributed.

The Historic Downtown Business District is depicted on the following map and is legally described in Section 7.7.4.6 of the Woodstock City Code.

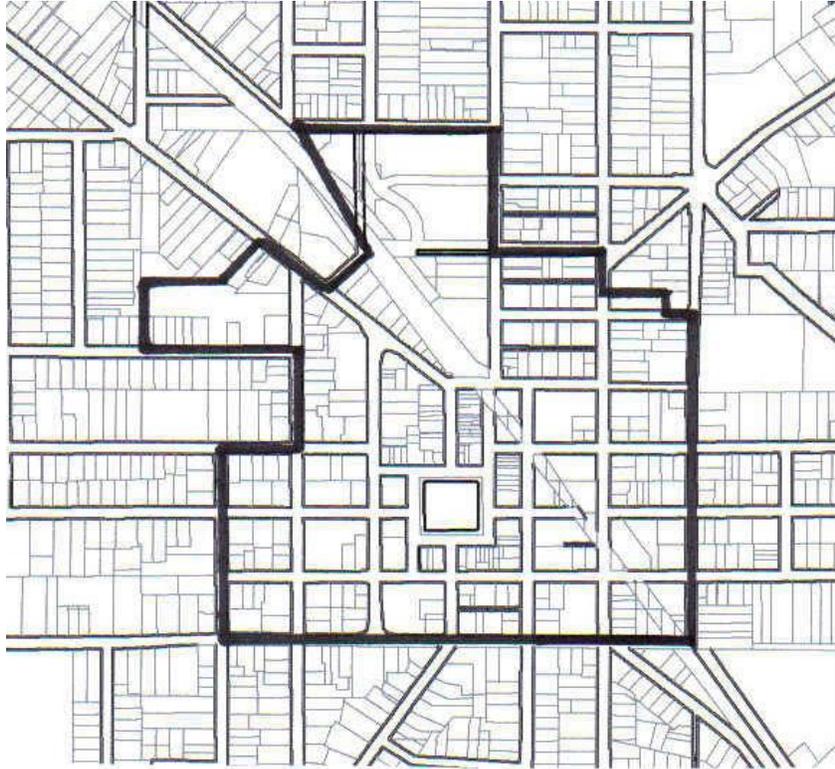
#### **13.3.1 Historic Square Area**

The Historic Square Area is located within the Historic Downtown Business Preservation District and is comprised of properties located on the following streets: Johnson, Cass, Benton, Van Buren, Main, Dean (north of Calhoun), Judd (between Benton to Jefferson), and Jackson (between Throop and Jefferson).

### **13.4 Prohibited Signs and Practices**

The use of the following signs within the City is prohibited unless otherwise specified herein:

- A. Off premise signs except as provided in Section 13.6.H, Sidewalk Signs. An off premises sign is a sign which identifies goods, services or facilities which are not available on the premises where the sign is located, except as provided for in the Woodstock City Code. (Ordinance Number 09-O-64, adopted October 20, 2009).



*Woodstock Historic Downtown Business Preservation District*

- B. Signs which revolve, rotate, move or give the appearance of movement.
- C. Signs attached to any tree, fence, fire escape, bush, or utility pole, or located within a public right-of-way, except as provided for in Sections 13.4.H, 13.5.1, 13.5.3, and 13.8.3.
- D. Signs painted directly on a building.
- E. Roof signs or signs which are displayed above the roof line of a building or structure.
- F. Message center signs or sign which contains changeable copy that flashes, scrolls continuously, changes more than once in a four hour period, or is animated.
- G. Flashing signs which contains an intermittent light source, or gives an illusion of intermittent or flashing light by means of animation, or an externally mounted flashing light source.
- H. Portable or movable signs except as provided in Section 13.6, including a portable or movable sign or display which is not permanently attached to a building or anchored to the ground; or a sign or display which is designed to be moved from place to place by means of a trailer.

- I. Signs with moving parts.
- J. Changeable copy signs except as provided in Sections 13.5.S, 13.8.4.C, 13.8.8, 13.8.11, 13.8.12, 13.8.13, and 13.9.
- K. Attention-getting devices including, but not limited to search lights, propellers, spinners, streamers, pennants, balloons and flags, except as provided in Section 13.6.D.
- L. Balloons of metallic material or with tethers containing or consisting of metallic material.
- M. Lettering or other elements of a sign message which extend beyond the exterior perimeter of the surface to which it is attached.
- N. Signs which imitate or otherwise resemble an official traffic sign or signal, or which bear the words "Stop", "Slow Down", "Caution", "Warning" or similar words and are displayed in the color or manner normally associated with traffic control signs.
- O. Signs attached to a motorized vehicle or piece of equipment which is not operational and in working order.
- P. Home occupation signs in residential zoning districts.

### **13.5 Exempt Signs**

The following types of signs may be erected without City approval and a sign permit is not required.

- A. **Governmental Traffic Control and Directional Signs**  
A sign used by a governmental agency for the purpose of public instruction, street or highway designation, traffic control or similar uses necessary for the public safety may be located on a fence or utility pole, and may be located within a dedicated public right-of-way.
- B. **Public Utility Directional Signs**  
A sign used by a public utility for the purpose of warning or directing pedestrians or vehicular traffic may be located on a fence, tree or utility pole and may be located within a dedicated public right-of-way. This does not include a sign for the promotion or sale of the utility's products or services.
- C. **Land Use Regulatory Signs**  
Signs used to regulate the use of and access to private property may not exceed one and one-half (1.5) square feet in area. Such a sign may include "No Trespassing", "No Hunting", "No Parking" and similar regulatory signs and may be attached to a fence or other permanent structure.
- D. **Residential and Garage/Yard Sale Signs**  
Signs announcing a garage sale or yard sale shall comply with Title 3, Chapter 7 off the Woodstock City Code. (Ordinance Number 09-O-64, adopted October 20, 2009).
- E. **Temporary Window Signs**  
Temporary signs within a window must be located in a business or manufacturing district and may be constructed of cloth, fabric, paper, temporary paint or similar material. At no time may a

temporary window sign be internally illuminated.

F. **Window Signs (Outside the Historic Downtown Business Preservation District)**

A sign installed on or painted directly onto a window or the glass surface of a door for the purpose of conveying information to the public outside the premises is exempt if located in a business or manufacturing district outside the Historic Downtown Business Preservation District, provided it does not cover more than fifty percent of the window area. Window signs that flash or otherwise create a distraction for motorists are prohibited.

G. **Temporary Real Estate Signs**

A temporary real estate sign shall not be located in a public right of way or on any other property except the lot or parcel which is for sale. Such a sign shall not exceed six (6) square feet in area in a residential district or sixteen (16) square feet in area in a business or manufacturing district. No more than one (1) real estate sign is permitted on a given lot except for a corner lot in which case one (1) sign may be displayed facing each street on which it fronts. A real estate sign shall be taken down within seven (7) days after the sale, rental or lease of the property. Off premise signs which point to property for sale are prohibited.

H. **Political Campaign Signs**

Window, wall or ground political campaign signs which announce a candidate as seeking a public political office and/or which conveys political issues and other data pertinent thereto, are allowed in all zoning districts. However, if such a sign is erected as a ground sign, it shall not exceed sixteen (16) square feet in area and forty-eight (48) inches in height. A political campaign sign shall not be located in a public right-of-way. ~~Such a sign shall be installed no sooner than sixty (60) days prior to the election and shall be removed within forty eight (48) hours.~~

I. **On-Premise Temporary Decorations**

Exterior or interior on-premise temporary decorations are those visible from the exterior of a premise and displayed in connection with a nationally recognized holiday. Such decorations shall be displayed for a period of not more than ~~45~~ 90 days and may not be located within a road right-of-way, unless otherwise approved by the ~~Community Development~~ *Building and Zoning* Director.

J. **Flag and Emblem**

The display of a flag or emblem of a governmental, political, civic, philanthropic, educational, religious or corporate organization is exempt, provided that only one of the above is displayed by an individual establishment or proprietorship or on any single building or parcel of land. The display of the flag of the United States, which is flown in accordance with the U.S. Flag Code, is exempt from these regulations.

K. **Historical References**

An historical reference shall include a memorial plaque, marker or tablet displayed on private or public property for the purpose of identifying the name of a building, date of erection and other commemorative information. An historical reference shall be attached to or made a permanent and integral part of the structure and may not exceed four (4) square feet in area.

L. **Single Family/Two Family Identification Signs**

One (1) pole or wall mounted sign which identifies the occupant and address of a single family or two-family dwelling is allowed per single and/or two-family residential unit. The lettering shall be a minimum of 5 inches in height and the total area of the sign shall not exceed one and one-

half square feet. This sign shall be in addition to wall mounted house identification numbers required by the City of Woodstock's building codes. Such a sign may not be used to identify the name of a business being conducted as a home occupation in a residential zoning district.

**M. Multi-family, Business, and Manufacturing Address Identification Signs (numerals only)**

1. Wall or window location. A wall, window, or door address identification sign is exempt if it complies with the minimum requirements of the City's building codes.
2. Ground Sign Location
  - a. A ground address identification sign is exempt if numerals are 6 to 8 inches in height and the lettering style, color and material is readable from the nearest public street and is integrated into the overall sign design and contrast with the background on which they are displayed.
  - b. Numerals must be displayed with one of the following methods:
    - 1) Individually applied to the structural part of the sign such as numerals attached to the base or pediment of a monument sign.
    - 2) A sign panel attached to the sign frame, sign pole or sign base.
    - 3) A sign suspended (chains, etc. are not permitted) from the sign.

**N. Vending Machine Signs and Gas Pump Signs**

Vending machines or gas pumps which display the name, trademark or logo of the company or brand, or prices are allowed provided the display is an integral part of the machine or pump.

**O. Wall Mounted ATM Machine Signs**

Automatic teller machine (ATM) signs displaying the name of the bank, the ATM network, and the bank cards accepted are allowed provided the display is an integral part of the machine. "Toppers" or other non essential advertising is prohibited. Lighting of a wall mounted ATM machine shall not exceed 75 watts, or must meet downlight standards approved through the Project Review or Historic Preservation Design Review Processes. Signage on "stand alone" ATM's is not exempt from the Sign Control Ordinance.

**P. Vehicle Signs**

A vehicle sign, which is painted on or applied directly to a truck car, bus, or other motorized vehicle or portable equipment, is allowed provided one of the following conditions is met:

1. The vehicle is registered and licensed to operate on public streets and is actively used in the regular course of business. During periods of business inactivity, the vehicle or equipment is parked in a parking area designated or delineated in accordance with the City's zoning regulations; or
2. The vehicle or equipment is engaged in an on-site construction project; or
3. The vehicle or equipment is located on a site located in a business or manufacturing district where the vehicle or equipment is being offered for sale or lease to the general

public.

**Q. Signs Located Within a Site**

Signs not visible from a public or railroad right-of-way or a residential zoning district under normal conditions of vehicular or pedestrian activity, are exempt within a business or manufacturing district.

**R. Directional Signs**

Directional signs are either ground, projecting or wall signs which identify essential service areas of a premise, e.g., "Receiving", "Office", "Parking", etc. Such a sign shall conform to the following conditions:

1. Such sign must be incidental to the principle signage of the premises in terms of size and shall be compatible with the principle signage in terms of style, color, graphics, etc.; and
2. The message conveyed shall be limited to the minimum information necessary to facilitate vehicular and pedestrian movement on the premises.
3. A ground, projecting or wall sign outside the Historic Downtown Business Preservation District may not exceed the following:
  - Ground Sign - Ten (10) square feet in area and four (4) feet in height.
  - Wall Sign - Ten (10) square feet in area and Ten (10) feet in height.
  - Projecting Sign - Nine (9) square feet in area and Ten (10) feet in height.
4. In the Historic Downtown Business Preservation District, a directional sign shall not exceed four (4) square feet in area.

**S. Menuboard Signs (~~outside the Historic Downtown Business Preservation District~~)**

Menu Board signs which list services or products which are specifically available for drive-up customers shall not exceed ~~twenty-eight (28)~~ forty square feet in area and must be located behind the architectural front of the building, extended, and behind the minimum building setback line of a front yard or any yard abutting a public street. A menuboard sign may be internally illuminated and may utilize changeable copy. Menuboard signs which are visible from a public right of way shall be screened.

**T. Employment Opportunity Sign:**

One temporary employment opportunity sign having a maximum area of six (6) square feet may be displayed per lot or parcel in a business or manufacturing zoning district. The sign must be professionally lettered. Changeable copy lettering is prohibited. The sign shall be removed within 24 hours of the closing of any employee recruitment.

**U. Public Events on Public Property (Ordinance Number 10-O-18, adopted April 6, 2010):**

A not-for-profit group(s) which holds an approved public event on public property may display the minimum signage necessary to direct visitors to the location of the event. A sign plan should be prepared and submitted to the City of Woodstock in conjunction with other event documentation. The sign plan should include the location, size, and content of all signs and shall comply with the following requirements:

1. All signs must be professionally lettered or appear to be professionally lettered.
2. Signs shall not be installed until the day of the event and shall be removed immediately following the event.
3. Information on the signs shall be limited to the name of the event, the location of the event, and instructional information such as directions, parking, and time.
4. Signs shall be placed in accordance with the signage plan and shall not obstruct sight lines or be distracting to motorists. The City reserves the right to remove or relocate any sign in the public right of way.
5. Signs shall not exceed 4 square feet in area.

### **13.6 Temporary Signs**

A temporary sign is any sign, banner, or advertising display constructed with or without frames or braces, for use during a limited period of time. Temporary signs may be erected with the approval of a Temporary Sign Permit provided that the sign(s) comply with the requirements established herein, and that the general intent and purpose of this Ordinance.

#### **A. Construction Signs**

One (1) sign may be located on each side of the lot/parcel or on each face of the building which has frontage on a public street. A sign of this type may be used to identify the contractors and the professional firms associated with the project, financing arrangements for the project, and/or the purpose.

- Illumination - None permitted
- Maximum Area: 16 Square Feet - Residential Zoning Districts  
32 Square Feet - Business/Manufacturing Zoning Districts
- Time Period - One year and may be renewable. A sign of this type must be removed within fourteen (14) days following an approved Final Inspection.

#### **B. Real Estate Development Signs**

One (1) sign is allowed per frontage for a development in any zoning district, consisting of five (5) or more lots or units, or a parcel of land having an area of two (2) or more acres. A sign of this type may be used to identify the name of the representative or real estate agency, logo and telephone number, a brief description of the zoning and number of lots or units available

- Illumination - None permitted
- Maximum Area - 32 Square Feet
- Time Period - Valid for a period of six (6) months. When approval for the project has been granted by the City, a new permit may be issued for a period of one (1) year.

#### **C. Event Signs**

One (1) sign may be located on each side of the lot/parcel or on each face of the building which has frontage on a public street on the premises where the event will be located. A sign of this type may be used to identify the name of the civic, philanthropic, educational or religious organization, the type event and the dates and time of the event.

- Illumination - External allowed (see 13.10.1) if desired
- Maximum Area - 32 Square Feet
- Time Period - No more than twenty-one (21) days in advance of the event and must be removed within forty-eight (48) hours of the completion.

D. **Extraordinary Promotional Signs**

1. Extraordinary promotional signs are temporary in nature and are displayed by for-profit businesses for business promotions for a limited period of time. Two sign types are permitted to be displayed on a lot/parcel, on the face of a building, or for each approved unit in a multiple occupancy building in a business or manufacturing district which has frontage on a public street, except that two banners mounted on parking lot light pole may be displayed per pole on up to two poles.

The following types of signs may be used:

- a. Banners composed of durable, flexible material and fastened on two or more sides must be professionally lettered and may be double faced. Banners which are attached to a wall or mounted to the ground shall not exceed 60 square feet in area and may not be mounted above the height of the first floor of the building or 12 feet, whichever is greater. Banners which are mounted on parking lot light poles shall not exceed 15 square feet in area.
  - b. A-frame, sandwich board, and free standing signs may be utilized provided that they are constructed of wood, metal, or other durable material and are securely moored or supported in or on the ground by adequate bracing. They must be professionally lettered and may be double-faced. Changeable copy shall not be used. An a-frame or sandwich board may not exceed 16 square feet in area. Other free standing signs shall not exceed 8 feet in height or 32 square feet in area.
  - c. Inflatables may be used but the maximum diameter or other longest dimension may not exceed 12 feet. An inflatable may not be installed on a roof or in a required parking space. It must not overhang a public right of way and it must not be made of metallic materials or have a metallic tether.
  - d. Pennants or Streamers: Pennants are small triangle or otherwise-shaped flags which are connected by a flexible wire or string. Streamers are long strips of paper or other flexible material. Pennants and streamers may not present a hazard to pedestrian or vehicular traffic or otherwise negatively affect public safety.
2. Location: - Extraordinary promotional signs must be at least 2 feet from any lot line and

shall not be installed on a roof, or so as to project above a roof, or be placed in a public right of way, except as provided herein. Any temporary sign placed in the public right of way may be removed by the City, without notice.

3. Illumination - External allowed (see 13.10.1) if desired.
4. Time Period - Permits issued for this type of sign allow display for 60 continuous days or for display of up to four shorter time periods not to exceed 60 days in total.

E. **Establishment Location Signs**

The following signs are allowed as Establishment Location Signs:

1. **Temporary Future Location Sign** - Announcing the name of a future location of an establishment. This sign is allowed for six months and may be renewed if approval for the project has been granted through the Project Review Process during the past six months or if a valid building permit has been issued.
2. **Temporary Identification Sign** - Announcing the formal name and secondary information about the establishment. This sign is allowed for sixty (60) days or until an approved permanent sign is installed.
3. **Establishment Location Sign** -
  - One (1) is allowed for an establishment in a business or manufacturing district.
  - Illumination - External allowed (see 13.10.1) if desired.
  - Maximum Area - Must meet area and height standards for a sign of that type.

F. **Grand Opening Signs**

Grand opening signage shall be limited to two banner signs and one advertising flag per light pole, up to a limit of six light poles. Sign sizes and locations shall be consistent with those allowed for extraordinary promotional signage. Grand opening signs may be displayed for a maximum of 21 days and shall be separate from the 60 day promotional signage permit described in Section 13.6.4.

G. **Non-Profit Organization Fund-raising Campaign Signs**

A 501c3 organization, organized under the Not for Profit Corporation Act of the State of Illinois, may erect temporary signs, not in excess of thirty-two (32) square feet, for fundraising campaign purposes in non-residential zoning districts. A maximum of one sign may be placed on a parcel. Signs shall not be located in the public right-of-way. A fundraising campaign sign shall not be in place more than 45 days in any twelve month period. ~~A temporary sign permit shall be required for each sign.~~ *A sign plan shall be submitted at the time of permit application.*

H. **Sidewalk Signs**

Sidewalk signs are temporary signs which are permitted to be placed on public sidewalks and which are intended for pedestrian oriented businesses only. They may be a-frame or sandwich board style or self standing doubled sided panels.

1. Location: A sidewalk sign is only allowed where there is not an alternative location for

a permanent ground sign on private property. A sidewalk sign shall be oriented to pedestrians, not motorists. A sidewalk sign must not present an obstruction or risk to public safety at any time.

A sidewalk sign may only be placed in front of the building in which the business is located, provided that at least five feet of unobstructed sidewalk remains. The sign must be placed within a foot of the wall of a building; however, the ~~Community Development~~ *Building and Zoning* Director may approve an alternative location, based on the location of other obstructions in the right of way.

A sign may not be attached to any other structure, sign, bench, planter, *pole, bollard, tree* or other streetscape feature.

2. Number of signs: One sign may be displayed per business or per entrance, whichever is less. If multiple businesses share a building entrance, they must share a sidewalk sign. No other temporary sign may be displayed at the same time that a business is displaying a sidewalk sign.
3. Use of signs: Sidewalk sign permits will only be granted to ~~retail~~ businesses, ~~restaurants, or other food service businesses, and personal service businesses~~ where pedestrian traffic is typical. A sign may only be displayed during business hours and must be removed at the close of business each day. Sidewalk signs may not be displayed during times of high winds, snow, or when sidewalks are congested and the placement of the sign may impede the movement of people.
4. Size: A sidewalk sign must be between three (3) and four (4) feet in height and the maximum area of a single side of the sign must not exceed six (6) square feet. *Creative shapes may be used provided they do not extend beyond the maximum dimensions and do not contain projecting elements which could cause injury.*
5. Design and Materials: A sidewalk sign must utilize *high quality, weather resistant materials, use with professionally lettering prepared* and must be maintained in good condition. ~~Sidewalk sign design and materials shall comply with the City's Design Review Guidelines for Sidewalk Signs.~~ Dry erase boards and chalkboards are not permitted unless they are within a decorative frame or incorporated into a sign with perimeter artwork ~~or specified in the Design Review Guidelines for Sidewalk Sign.~~ *Graphics, colors and materials should complement the associated location and the public space.*

PVC pipe signs, signs with balloons, festoons, streamers, *dispensing pockets* or other moveable parts or attachments, and signs mounted on wheels are prohibited.
6. Sign Message: The text of the sign shall relate only to the business conducted or goods sold on the premises. Changeable copy letters are not allowed.
7. Illumination is not allowed.
8. Permits: An annual sidewalk sign permit is required. The sign owner shall provide the City of Woodstock with an appropriately worded indemnity and the minimum acceptable liability insurance coverage prior to the issuance of the permit. The City

accepts no liability for any injury or damage caused by a sign.

9. Prior to the issuance of a Sidewalk Sign Permit, the ~~Community Development Building and Zoning~~ Department shall review the proposed sign for compliance with this ordinance and for compliance with the design *standards in this ordinance*. ~~Sidewalk Sign Design Review Standards~~. The ~~Community Development Building and Zoning~~ Department may reject any sidewalk sign application which does not comply with the ~~Sidewalk Sign Design Review Guidelines~~ *sidewalk design standards in Section 13.6.5* or it may refer the application to the Historic Preservation Commission for review. The applicant may appeal the decision of the Historic Preservation Commission to the Woodstock City Council.

**Commentary:**

*The referral of sidewalk sign design or material issues, which are frequently a matter of interpretation or an attempt to obtain direction and guidance, to the Historic Preservation Commission does not require the applicant to submit a petition for a Sign Control Ordinance variation. However, all other sidewalk sign requirements can only be waived if a variation of the requirements of this Ordinance is granted.*

10. If a permit holder fails to comply with the provisions of this Ordinance, the permit shall become void and the ~~Community Development Building and Zoning~~ Director may cause the sign to be removed.

### **13.7 Sign Message**

A sign message is the information on a sign composed of words, symbols, geometric shapes, pictures or logos which communicate information to the general public.

**A. Items of Information**

An item of information is a word, abbreviation, phone number, registered trade mark, symbol or geometric shape which is used to identify a building and/or an establishment. Items of information shall be limited to the following:

1. Formal name of the occupant of the establishment; and
2. The occupant's logo; and
3. A brief secondary identification element describing the nature of the business, including any agency or franchise affiliation.

**B. Information Entitlement and Counting**

Each establishment is entitled to display permanent signage containing up to ten (10) items of information for each public street or highway on which it fronts. However, no more than twenty (20) total items of information may be displayed by one establishment, if it has frontage on more than one street or highway.

When a changeable copy message area is utilized, the amount of items of information available for display shall be reduced by two.

Identical information displayed on opposite sides of a double-faced, ~~or~~ V-shaped, *or* projecting ~~or ground~~ sign may be counted only once in determining the number of items of information, ~~provided the sign is perpendicular to the building or street on which the establishment fronts.~~

**C. Types of Lettering Not Included**

The following types of lettering are not included when computing the number of items of information:

1. Lettering less than 19 inches in height, which is carved into or otherwise made to be a part of the architectural detail of a building, is not made of reflective material, and does not contrast sharply with the building.
2. Lettering on a permanent directory sign.
3. Lettering, less than 5 inches in height, on a second or third story window sign which refers to a professional occupant of the building in the Historic Downtown Business Preservation District.
4. Lettering, less than 3 inches in height, on the valence, curtain, or edge of an awning or canopy.
5. Lettering on a theater marquee sign which references the names and ratings of the movies currently being shown.
6. Changeable copy lettering on a permanent church or school sign.
7. Information relayed by time and temperature devices, as permitted by this Ordinance.
8. Lettering on permanent directional signs.
9. Information, excluding the name of a firm, referenced on an employment opportunity sign.
10. Lettering, less than three (3) inches in height, contained within a logo, trademark or symbol.
11. Changeable copy lettering which states current fuel prices on a gasoline service station sign.
12. Changeable copy lettering displayed on a permanent changeable message area as provided in Section 13.8.13.
13. Lettering on a window sign under five (5) inches in height, on a permanent business identification window sign located in the Downtown Business Historic Preservation District.

14. Any lettering on a window sign outside the Downtown Business Historic Preservation District.
15. Numerals *and letters* on an address identification sign.

### **13.8 Permanent Sign Types and Design Factors**

Permanent signs are constructed of weatherproof, durable materials and installed to remain in place for an indefinite period of time. If electrified, installation must comply with the City's building codes. Permits are required.

#### **13.8.1 Permanent Wall Signs**

A permanent wall sign is a sign which utilizes a flat background with a decorative and/or raised border, an enclosed "box", individual three dimensional alphanumeric letter forms, or a combination thereof, applied directly to the exterior wall of a building.

##### **A. Signable Area**

1. Signable area is a triangle or rectangle on the side of a building having an architecturally emphasized public entrance or fronting on a public street. A signable area must be uninterrupted by doors, windows, light fixtures, bracing or other architectural features or decorative elements.
2. A building wall may have several signable areas. A primary signable area must be selected for purposes of this regulation. The primary signable area is the signable area where the primary wall sign will be located. A primary wall sign is the largest wall sign for a business, typically located above a main entrance or centered on the most prominent façade.
3. In the Historic Downtown Business Preservation District, a signable area may not extend above the sill of a second story window or the bottom of a faux mansard.
4. Outside the Historic Downtown Business Preservation District, signable area may be located on an uninterrupted area that is located to the side of a bank of second story windows, up to the top of the second story, or below any cornice, frieze band, fascia board or similar elements, whichever is lower. A sign may be located on the signable area of a tower or pediment feature, provided that the top of the signable area may not be located at a height of more than 20 percent above the average height of the coping on the adjoining wall.
5. Outside the Historic Downtown Business Preservation District, a signable area may be on a faux mansard on a one story building, and may be measured to the top of the mansard or 16 feet, whichever is lower.

##### **B. Sign Size**

1. **Primary Wall Sign**  
The maximum area of a primary wall sign shall be 1.5 times the length of the architectural front of a single tenant building or 1.5 times the length of the unit in a multi-tenant building; however a sign may never exceed the primary signable area on which it will be located. (For example: 20' architectural front = 30 square foot

maximum sign size)

An increase of up to ten percent of the maximum area of a wall sign may be approved based on demonstrated need, based on factors including, but not limited to, building design and building setback; but the sign may not exceed the primary signable area on which it will be located.

The maximum area of wall sign may not exceed 800 square feet.

2. Other Walls with Architecturally Emphasized Public Entrances or which Front Public Streets

The maximum area of a wall sign on other walls with architecturally emphasized public entrances or which abut a public street shall be 0.75 times the length of the wall or the unit; however a sign may never exceed the signable area on which it is located nor may not exceed the size of the primary sign.

C. **Number of Signs**

1. One sign may be displayed on any wall containing an architecturally emphasized public entrance or which fronts a public street.

2. Large Buildings: Outside the Historic Downtown Business Preservation District, large buildings with architectural fronts that are at least 125 feet in length may display one primary sign and up to four secondary signs on the same façade. The size of the secondary signs must be less than 50 percent of the area and less than 50 percent of the vertical dimension of the primary sign. The sum total area of all signs on the façade may not exceed 1.5 times the length of the building. The maximum area of wall signage on any building façade shall not exceed 800 square feet.

3. Multiple Tenant Buildings with Shared Entrances and No Storefronts: If a building contains multiple tenant spaces which share an entrance and do not have individual storefronts, the tenants must share a directory sign. Individual signs may only be approved as part of a Comprehensive Signage Plan for a Planned Unit Development or if the primary business has not utilized all secondary signage as provided for in Section 13.8.1.C.2.

**Commentary:**

*A multi-tenant building, such as a grocery store, might contain a bank and a coffee shop inside. If the grocery store building is at least 125 feet in length, it could display one primary sign with the store's name, two secondary signs with store products or services, i.e., liquor, photo processing, etc., leaving two other secondary signs available for the bank and the coffee shop. In this case, items of information on secondary signs will count toward the items of information for the primary business.*

D. **Sign Replacement**

Prior to the installation of a new sign, the fascia to which the sign will be installed must be repaired to the buildings original condition, including, but not limited to, repainting, repair of, discoloration, and hole repair.

### 13.8.2 Permanent Ground Signs

A ground sign is a sign that is erected on one or more free-standing bases, frames, masts or poles and which is not attached to any building. A single permanent ground sign shall be permitted on each multiple family zoned parcel and for each business or manufacturing zoning lot or parcel.

#### A. Area and Height Requirements

The maximum area and height requirements for a permanent ground sign are referenced in Table 13.1. As specified therein, the maximum area and the height of a permanent ground sign shall be determined by zoning status, the sign set back and the property frontage. An increase of up to 10 percent of the maximum area and height of a ground sign may be approved based on demonstrated need.

In addition, a ground sign is subject to the following regulations:

1. A ground sign shall be setback a minimum of 2 feet from the property line; and
2. There shall be a minimum distance of 40 feet between ground signs.
3. A ground sign shall be located no less than 5 feet from the side lot line and not less than forty 40 feet from the midpoint of any adjoining property frontage.
4. A ground sign located outside the Historic Downtown Business Preservation District should include an area for address numeral identification of the site or building.

#### B. Height Measurement

The height of a ground sign is measured from grade, at the centerline of the street at the point nearest the center of the sign, to the highest point of the sign face.

#### C. Area Measurement

The area of a ground sign is the entire area within a single continuous perimeter which encloses the extreme limits of the lettering, representations, emblems, or other figures, together with any material or color, which forms an integral part of a display or is used to differentiate a sign from the background against which it is placed. Structural members bearing no sign copy shall not be included. Only one side of a ground sign shall be included in calculating surface area, provided that the two display surfaces are adjoined at an angle not greater than 60 degrees. All sides of a sign having more than two faces which are visible from any one street shall be included in the calculation of surface area. The area of the address numerals shall not be included in the calculation of the overall area of the sign.

<b>Table 13.1: Basic Design Factors for Ground Signs</b>															
<b>Minimum Sign Setback</b>															
Zoning District	Min. Front	2 feet		5 feet		10 feet		15 feet		20 feet		25 feet		30 feet	
		area	height	area	height	area	height	area	height	area	height	area	height	area	height
R-4	50 ft.	12	6	14	6	16	7	18	7	20	8	22	8	24	9
	B-1	70 ft.	18	9	22	10	26	11	30	12	34	13	38	14	42
30							8	34	9	39	9	43	10	50	10
B-2	80 ft.	22	10	26	11	30	12	34	13	38	14	42	15	46	16
						35	8	40	9	43	10	49	10	53	11
B-2C															

B-3	90 ft.	26	11	30	12	34	13	38	14	42	15	46	16	50	17
B-4						40	8	45	9	49	10	54	11	57	12
B-5	100+	30	12	34	13	38	14	42	15	46	16	50	17	54	18
M-1	ft.					46	8	50	9	55	10	59	11	63	12
M-2															
B-5	200					58	15	64	16	70	17	76	18	82	19
M-1	ft.					68	10	74	11	80	12	86	13	93	14
M-1	300							86	17	92	18	98	19	104	20
M-2	ft.							98	12	104	13	110	14	117	15
	500									108	19	112	20	120	21
	ft.									116	16	120	17	128	18
<p>NOTE: If two numbers are given in any column, the user is given the option of having more height and less area or vice versa.</p> <p>Step 1—Determine zoning district and minimum frontage (two left vertical columns)  Step 2—Determine minimum sign setback (top horizontal row)  Step 3—Determine maximum area and height allowed based on the intersection of the horizontal and vertical row.</p>															

**D. Setback**

The setback of the sign is measured from the property line at the point which reflects that portion of the sign closest to the property line.

**13.8.3 Permanent Projecting Signs**

A single permanent projecting sign may be displayed at each public entrance to an establishment in a business or manufacturing zoning district which fronts on a public street. If a business does not have a public entrance fronting a public street, ~~+~~ *one* projecting sign may be displayed on a wall which does front a public street.

A projecting sign shall have a maximum area of 9 square feet, must extend from the wall at a 90 degree angle, and must be pinned from the wall at least 6 inches. At the signs outermost point, the sign must extend not more than 60 inches from the face of the wall to which it is attached. The highest point on the sign must not extend above the windowsill of a second story window or a height of 16 feet, which ever is lower.

A projecting sign may be extended over a public sidewalk located in the public right-of-way, provided there is a separation of eight (8) feet between the sidewalk and the bottom of the sign.

**13.8.4 Permanent Canopy, Awning and Marquee Signs**

Canopy and Awning signs are permitted in a business, manufacturing or multiple-family zoning district. All signage must be painted on or directly attached to the slope or valence and may not extend above or below that portion of the canopy or awning to which it is attached. Any lettering or logo located on the valance of a canopy or awning shall not exceed a height of three fourths of the vertical dimension of the valance.

**A. Canopy Signs**

A canopy is a structure, other than an awning, carried by a frame supported by the ground or resting on a sidewalk, which may or may not be attached to a building.

A canopy sign is a type of sign attached directly to a canopy.

Specific regulations for Canopy signs are as follows:

1. Signage must be limited to the side of the canopy which fronts a public street; and
2. Must not exceed 50 percent of the total area of that side of the canopy which is available for signage.

**B. Awning Signs**

An awning is a roof-like covering of canvas, or the like, which is not supported by the ground and is often adjustable, located over a window, door, etc., to provide protection against the sun, rain, and wind.

An awning sign is a type of sign painted on or attached directly to an awning.

Specific regulations for Awning signs are as follows:

1. The total area of an awning sign shall not exceed 50 percent of the total area of the awning;
2. If internally illuminated, the awning background shall be a subdued color. Subdued colors are colors in which the intensity or degree of intensity is toned down; colors which occupy a secondary or auxiliary position rather than that of the message color; moderate, tasteful, temperate, unobtrusive.
3. Internal illumination of awnings is not permitted in the Historic Square Area as defined in Section 13.3, unless approved by the City's Historic Preservation Commission.

**C. Marquee Signs**

A marquee is a hood or similar structure of a building which projects from the wall of a building and is not supported by the ground or sidewalk. A marquee sign is a sign which is painted on or directly attached to a marquee.

The use of a marquee sign is limited to a movie theater and may be used to identify the name of the theater and the names and ratings of the movies currently being shown. Due to the changing nature of this information, manually changeable copy is permitted.

**13.8.5 Non-Illuminated Pedestrian Wall or Awning Signage**

A business may display one (1) non-illuminated sign with a maximum area of 1.5 square feet if a building and awning or canopy design prevent pedestrians from seeing the principal sign. This may be accomplished by sign hung under an awning or canopy, or flush mounted on the wall near a pedestrian entrance.

Signage which extends below a canopy or awning should be positioned at a 90 degree angle to the building and must be a minimum height of 8 feet above a public sidewalk.

The sign shall be coordinated with other building signs and may contain three items of information and is

in addition to the total items of information allowed.

### **13.8.6 Permanent Window Signs**

A permanent window sign is any sign painted on, affixed to, or suspended behind (within 3 feet) of a window or glass surface of a door; is visible from a public street; and is permanent in nature. Total window area means one continuous panel of glass or a set of two or more panels divided by mullions of six (6) inches in width or narrower. Panels surrounded on all sides by solid walls or mullions wider than six inches shall be considered individual windows.

#### **A. Permanent Window Signs (Historic Downtown Business Preservation District)**

A permanent window sign within the Historic Downtown Business Preservation District is any sign painted on, affixed to or suspended behind (within 3 feet) of a window or glass surface of a door; is visible from a public street; and is permanent in nature.

Window signs consisting solely of individual letters, numerals, or other symbols without any background may be displayed but may not cover more than 25 percent of the total window area.

Window signs that combine individual letters, numbers or symbols with other opaque objects, logos, or images or any type of background may not exceed 15 percent of the total area of the window.

The size of a window sign shall be determined by measuring a box around the entire group of words, letters and symbols.

#### **B. Permanent Window Signs (Outside the Historic Downtown Business Preservation District)**

Permits are not required for window signs outside the Historic Downtown Business Preservation District; however, permanent window signs shall not cover more than fifty percent of the area of a window. Window signs that flash or otherwise create a distraction for motorists are prohibited.

### **13.8.7 Permanent Directory Signs**

A directory sign shall be used only to identify the official building or site name, if any, and provide a directory of the occupants of a shopping center, building or manufacturing subdivision in a business or manufacturing zoning district which has more than one establishment and is located on one or more lots or parcels. A directory sign may be a window, wall, projecting or ground sign and shall comply with all regulations pertaining to that sign type, except as provided herein:

#### **A. Directory Wall, Window and Projecting Signs**

The maximum area of a directory wall, window, or projecting sign, including both the official name of the building, if any, and a listing of occupants, shall be the same as permitted for the corresponding sign type.

The directory wall, window, and projecting sign will be permitted as an additional sign. The directory wall, window and projecting signs shall comply with all other regulations for the corresponding sign types.

#### **B. Directory Ground Signs (outside the Historic Downtown Business Preservation District)**

The maximum area of a directory ground sign, including both the official name and listing of the occupants, shall be the same as that permitted for the corresponding sign type plus an additional

10 percent for each establishment located on the site. In no case, however, shall the area of a directory sign exceed 150 percent of the area permitted for the corresponding sign type.

A directory ground sign is permitted along a street or highway on properties outside the Historic Downtown Business Preservation District

1. The directory ground sign will be permitted as an additional ground sign on the zoning lot or parcel for purposes of this section, if the other ground sign identifies only the name of the center.
2. One directory ground sign is permitted per street frontage.
3. An internally illuminated directory ground sign shall have an opaque background.
4. A directory sign shall include the address range for the property.

**C. Directory Ground Signs (within the Historic Downtown Business Preservation District)**

A directory ground sign is permitted along a street or highway on properties within the Historic Downtown Business Preservation District

1. The directory ground sign will be permitted as the only sign on the zoning lot or parcel for purposes of this section.
2. One directory ground sign is permitted per street frontage.
3. Directory ground signs within the Historic Square Area shall not be internally illuminated.
4. A directory ground sign outside the Historic Square Area, but within the historic district may be internally illuminated directory sign but it shall have an opaque background.

**13.8.8 Permanent Church and School Signs**

A school or church may display signage subject to the same regulations as an establishment in a business or manufacturing zoning district.

It is recognized that churches and schools by their nature, have unique and constantly changing information dissemination requirements. A church or school may use up to seventy percent (70%) of the total area of a wall or ground sign for changeable copy, subject to the following:

**A. Letterboard**

A letterboard style changeable copy sign must be completely covered and enclosed in a lockable cabinet.

**Commentary:**

*A letterboard style sign is a changeable copy sign cabinet with manually changeable bulletin board or push pin style lettering, contained in a weather tight locking cabinet. A letterboard sign may not be internally illuminated however it may be externally illuminated from the ground or by a light source within the locking cabinet, provided the bulb is not visible in the cabinet from neighboring properties or public right of way.*

**A. Reader-board**

An internally illuminated, changeable copy, reader board style sign must have a dark opaque background and utilize a reverse changeable clear letter systems. ~~The reverse letters or numerals~~

~~must be at least 6 inches in height but no more than 8 inches in height, and must be manual changeable copy.~~ Reader-board style signs which are not internally illuminated may utilize a dark letter on a white or light colored background.

**Commentary:**

*A reader-board style sign is a permanent changeable copy sign cabinet with manually changeable plastic letters, ~~6 to 8 inches in height,~~ which allow the light to shine through the letter, but not an opaque background (reverse clear letters) or which are not illuminated (dark letter on clear or light colored background). Letters slide into a fixed track. A reader-board sign cabinet must be integrated into the primary sign lettering, contained in a weather tight locking cabinet.*

- C. ~~**LED Changeable Message—Electronic Message Center**~~  
~~A changeable copy sign may utilize LED (light emitting diode) illumination, however the message may only utilize a single color of letters or numerals. The sign may not flash, scroll, or use animation and the message may change no more frequently than once every four hours.—An Electronic Message Center must comply with the requirements for Electronic Message Center (EMC) signs contained in Section 13.8.13.~~
- D. **Prohibitions**  
~~LED illuminated~~ *Electronic Message Centers* in church and school signs are prohibited in the Historic Downtown Business Preservation District.

**13.8.9 Subdivision Identification Signs**

A single permanent ground sign is permitted at each entrance to a residential subdivision, business/manufacturing subdivision, or planned unit development which is at least 2 acres in total area. Such signs can be no closer than 400 yards apart, on the same street or highway.

- A. **Area and Height Requirements:** A subdivision identification sign shall not exceed 32 square feet in area or a height of 8 feet. In addition, a subdivision identification sign shall have a minimum setback as set forth for all permanent ground signs in Table 13.1
- B. **Optional Subdivision Identification Sign Use:** An identification sign in a business/manufacturing subdivision or planned development may be used as a directory sign and must comply with the sign area requirements provided in Section 13.8.7.

**13.8.10 Comprehensive Signage Plan for Planned Unit Developments**

- A. During the PUD design review process, a Comprehensive Signage Plan may be proposed by the developer. The signage plan is used to establish criteria for lettering style and size, illumination, number of signs and sign location and size on the development site. Typical building elevations must be provided. Deviations from the requirements of the sign control ordinance may be granted based on the quality of the design and unique features of the development, however, a Comprehensive Signage Plan may not utilize any of the prohibited signs and practices listed in Section 13.4.
- B. The ~~Community Development~~ *Building and Zoning* Director, or his/her designee, shall review the

plan, consult with the applicant regarding revisions, and submit a recommendation regarding the Comprehensive Signage Plan to the Plan Commission and City Council.

- C. All future signage within the PUD must comply with the adopted Comprehensive Sign Plan or must be approved by the developer, subsequent owner of the overall development, or by the property owner's association, must meet the requirements of the Woodstock Sign Control regulations, and must not alter the overall signage plan concepts.
- D. A Planned Unit Development which does not have an approved Comprehensive Signage Plan must comply with all Sign Control regulations.

### 13.8.11 Permanent Time and Temperature Devices

A time and temperature device may be displayed on a wall, ground or projecting sign in a Business Zoning District, provided such signage complies with the regulations pertaining to the corresponding sign type. A time and temperature device may utilize intermittent LED lighting, provided the frequency of change is not greater than once per ~~3-~~ *eight* seconds.

### 13.8.12 Employment Opportunity Signs

Establishments in a manufacturing district may display ~~+~~ *one* Employment Opportunity Sign. Such a sign shall be used to identify the name of the firm, advertise whether it is presently hiring, identify types of positions available, and provide the address and telephone number of the employment office.

A permanent employment opportunity sign may not exceed 16 square feet in area and shall be coordinated with other signage on the property. Alternatively, an area of 16 square feet may be incorporated into a permanent wall or ground sign for the display of employment opportunities.

An Employment Opportunity Sign may be a ground, wall, or window sign and shall comply with the regulations established for each of these types of signs. Changeable copy is permitted for hiring information and illuminated changeable copy message areas shall comply with the illumination regulations contained in Section 13.8.13.

Only the name of the business shall be counted for purposes of calculating items of information.

### 13.8.13 Permanent Changeable Copy Message Area

~~A single~~ *One* permanent changeable copy message area reader-board or ~~LED or similar illumination~~ *Electronic Message Center (EMC)* is permitted on a business/manufacturing zoning lot, building site or shopping center located outside the Historic Downtown Business Preservation District, *however, a changeable copy message area may not be utilized in a directory sign.*

Within the Historic Downtown Business Preservation District, changeable copy message signs are allowed outside the Historic Square Area subject to the ~~above following~~ requirements, except that ~~LED message signs~~ EMCs are prohibited.

*Commentary:*

*An Electronic Message Center (EMC) is a changeable message area that utilizes computer-generated messages or some other electronic means of changing copy. These signs include displays using light emitting diodes (LEDs) or liquid crystal display (LCDs).*

A changeable message area may be displayed on opposite sides of a double-faced or V-shaped sign.

A changeable copy reader-board sign must have a dark opaque background and utilize a reverse changeable clear letter system if internally illuminated. ~~The reverse letters or numerals must be at least 6 inches in height but no more than 8 inches in height.~~

~~Signs A changeable copy reader board which are is not internally illuminated may utilize a dark letter on a white or light colored background with letters or numerals of at least 6 inches in height but no more than 8 inches in height.~~

A changeable copy ~~sign message area or~~ (including electronic message center) (EMC) ~~of~~ may display text, images or combination of both. ~~EMC message may utilize LED or similar illumination of utilize~~ a single color or full color. ~~The sign may not flash, scroll or be animated and the message may change no more frequently than once every hour. Lettering should be no smaller than 4 inches in height (Ordinance Number 12-O-38, adopted June 19, 2012).~~

The letters or numerals displayed within a changeable message area shall not count as items of information. All changeable message areas are subject to the following regulations:

- A. The changeable message area shall be an integral part of the primary identification sign for the business or shopping center. ~~The changeable message area shall not be used for business name identification. Integral shall mean to be incorporated into the framework and architectural design of the primary sign.~~
- B. The area of the sign utilized for the purpose of displaying a changeable copy sign message shall not exceed 35% of the total sign area. If a changeable copy ~~sign message area~~ is used, the maximum number of items of information displayed on the property shall be reduced by 2.
- B. The maximum area and height of the identification sign which includes a changeable copy message area shall comply with the regulations established for the pertaining sign type.
- C. The changeable message area may be internally illuminated as stipulated above and does not count against the allowable translucent message percentage as stipulated in Section 13.10.1.
- ~~D. Changeable message areas may be used for the promotion of community and charity events but may not be used to promote off-premise businesses.~~

*In addition to the above regulations, Electronic Message Centers shall be subject to the following regulations.*

- E. *No EMC shall exceed a brightness (illuminance) level of 0.3 foot-candles above ambient light as measured using a foot-candle meter at a preset distance depending on sign area, determined using the following formula: the square root of the product of the EMC area and one-hundred. Example using an EMC with an area of 10 square feet: Measurement distance =  $\sqrt{(10 \text{ sq. ft.} \times 100)} = 31.62$  (round up to 32 feet).*

**Commentary:**

*The table below illustrates measurement distance based on the formula:  
Measurement Distance =  $\sqrt{(10 \text{ sq. ft.} \times 100)} = 31.62$  (round up to 32 feet).*

<i>Area of EMC (square feet)</i>	<i>Measurement Distance (feet from EMC face)</i>
<i>10</i>	<i>32</i>
<i>15</i>	<i>39</i>
<i>20</i>	<i>45</i>
<i>25</i>	<i>50</i>
<i>30</i>	<i>55</i>
<i>35</i>	<i>59</i>
<i>40</i>	<i>63</i>
<i>45</i>	<i>67</i>
<i>50</i>	<i>71</i>

- F. *The EMC unit must be equipped with both a programmed dimming sequence as well as an overriding mechanical photocell that adjusts the brightness of the display to the ambient light at all times. The EMC shall be equipped with a sensor or other device that automatically determines the ambient illumination and programmed to automatically dim according to ambient light conditions, or that can be adjusted to comply with the 0.3 foot-candle measurements.*
- G. *EMC's must not flash, scroll or be animated and the message may change no more frequently than once every hour except that time and temperature messaging may change no more frequently than once every eight seconds. .*
- H. *All EMC's shall contain a default mechanism that will cause the sign to revert immediately to a single message or black screen if the sign malfunctions.*

**13.8.14 Permitting of Permanent Changeable Copy Message Area**

- A. *No permit shall be issued for a changeable message area incorporated into or added to any existing non-conforming sign.*
- B. *Before a permit will be issued for a sign with an EMC, the applicant shall submit evidence from the manufacturer that the sign in question is equipped with the ability to comply with all applicable regulations of this section and a signed statement from the sign owner that he/she has read and understands the regulations pertaining to electronic message centers and agrees to provide proof of conformance upon request.*

- C. *A deposit of \$750 shall be required prior to the issuance of a permit for a sign which utilizes an Electronic Message Centers. The deposit shall be refunded upon verification that the EMC is operating in full compliance with this ordinance and any other applicable City of Woodstock regulations.*

### **13.9 Automobile Service Station Regulations**

An automobile service station is an activity which requires the following special considerations regarding signage:

- A. In addition to other signs permitted, an automobile service station may display 2 signs, not more than 8 square feet in area, on each pump island stating whether that island is "self- service" or "full-service", the current price of gasoline sold at that island, and other information required by law.
- B. An automobile service station which includes interior facilities for secondary use(s) may be treated as having separate establishments, each with its own signable area for wall signs. One of the establishments shall contain the principle entrance to the service station office and the other(s) shall be that part of the structure in which the secondary use(s) facilities are located.
- C. Only one (1) ground sign shall be permitted on a zoning lot where an automobile service station is located.
- D. The maximum area of an automobile service station sign which also displays information regarding the price of fuel shall be the same as that which is permitted for the corresponding sign type plus an additional 25 percent for the display of the fuel price. Up to 50 percent of the total area of the sign may be used for fuel pricing.
- E. That portion of a gasoline service station sign which contains information regarding the current price of fuel only, is allowed to be a changeable copy sign. The illumination of the changeable copy sign area shall be translucent letters with a dark or opaque background or shall be a LED illuminated changeable copy area used for the display of fuel prices only.
- F. A maximum of 35 percent of the area of a ground sign may be used for a changeable message area if the automobile service station includes a convenience store that sells food, beverages, and other household supplies. The changeable message area shall be integrated into the overall ground sign design and contained within the same overall framework. The changeable ~~copy portion~~ message area of the sign shall utilize translucent letters with a dark or opaque background or shall utilize an ~~LED or similar illuminated changeable message (Ordinance Number 11-O-30, adopted May 3, 2011)-Electronic Message Center.~~
- G. All automobile service station signage shall comply with all other illumination changeable message sign requirements found elsewhere in this ordinance, except as specifically provided for in this section (Ordinance Number 11-O-30, adopted May 3, 2011).

### **13.10 General Regulations**

#### **13.10.1 Illumination**

Signs may be illuminated except as otherwise provided herein. The intensity, location and distribution of illumination shall be sufficient to render the message readable without generating spill-over light that is discomforting or distracting. Sign illumination is intended to make the message readable at night, not to provide area or security lighting.

**A. Outside the Historic Downtown Business Preservation District**

1. When the sign is internally illuminated, the translucent message area shall not exceed 40 percent of the total sign area. Any remaining area shall have an opaque background.
2. An internally illuminated, 100 percent translucent box may be used in conjunction with channel letters, when the illuminated portion of the entire sign, including the box sign and the channel letters does not exceed 40 percent of the total area of a rectangle drawn around the entire sign.
3. An irregularly shaped box sign may be more than 40 percent translucent if, when a rectangle is drawn around the entire sign, not more than 40 percent of the total sign area is translucent.
4. When the sign is illuminated from the exterior, the direct or indirect rays of light shall not spill over, onto, or into adjoining property or establishment or onto any public thoroughfare so as to be hazardous or annoying. The light source shall be positioned so as to not glare or shine into the eyes of motorists or pedestrians, or onto adjoining property.
5. Neon tube signs shall be allowed provided they do not cover more than 50 percent of a window.

**B. Historic Downtown Business Preservation District**

**1. Historic Square Area:**

Internally illuminated box signs and illuminated channel letters are prohibited within the Historic Square Area. For purposes of this Section, the Historic Square Area shall be comprised of those properties located on the following streets: Johnson, Cass, Benton, Van Buren, Main, Dean (north of Calhoun), Judd (between Benton to Jefferson), and Jackson (between Throop and Jefferson).

When a sign is illuminated from the exterior, direct or indirect rays of light shall not spill over, onto or into adjoining property or establishments or onto any public thoroughfare so as to be hazardous or annoying. The light source shall be positioned so as to not glare or shine into the eyes of motorists or pedestrians or onto adjoining properties.

2. When a sign outside the Historic Square Area, but in the Historic Downtown Business Preservation District, is internally illuminated, the sign shall have an opaque background with translucent lettering.
3. Neon tubing may be used to form a sign inside a window subject to the following conditions:
  - a. Neon may not be used to outline windows and doors, accentuate or trim architectural features, or outline borders of signs or buildings.

- b. A maximum on one neon sign which does not exceed 20 percent of the area of the window may be displayed if such tubing is used for the business name, instructional purposes, logos, graphics, products, and services.

**C. Types of Illumination Not Permitted**

The following types of illumination are not permitted anywhere in the City;

1. Exposed bare bulbs, except that neon signs shall be allowed as provided in herein.
2. Flashing lights, except as provided in Section 13.8.11.
3. Open flame.

**13.10.2 Maintenance, Construction and Safety Requirements**

**A. Maintenance**

A sign shall be maintained in safe, presentable and good structural condition at all times. Maintenance of a sign shall include such activities as the replacement of defective parts, painting and cleaning.

**B. Safety and Construction**

All signs shall be made to conform to the following safety and construction requirements when applicable:

1. All signs which are internally illuminated or which have internal electrical components shall be constructed of non-combustible material.
2. Wooden signs shall be illuminated only from an exterior source.
3. The minimum sign clearance over a public sidewalk shall be 8 feet.
4. All signs shall be constructed and anchored to withstand a minimum wind pressure of 30 pounds per square foot.
5. When a ground sign is supported by wood timbers or poles, the wood shall be treated to resist decay and destruction.
6. No sign shall be attached to a fire escape, fence, bush, tree or utility pole or be within a public right-of-way, except as provided in Sections 13.5.1, 13.5.2, 13.5.3 and 13.8.3.
7. No sign shall be located so as to interfere with the clear vision of vehicular traffic or otherwise impair vehicular or pedestrian traffic safety.
8. No sign shall be located so as to interfere with snow removal or other municipal or public utility activities.
9. No sign shall be located within 10 feet of any above ground telephone, electrical or telegraph line.

10. No portion of a marquee shall be less than 9 feet above sidewalk grade nor shall it extend to a height greater than 16 feet at its highest point. In addition, no portion of a marquee shall extend nearer than 1 foot from the face of the curb or edge of the street.
11. No sign shall be erected, constructed or maintained so as to obstruct any fire escape, required exit, window or other opening which may be used as a means of egress.
12. All electrical signs shall be approved and labeled as conforming to the standards of the United States Bureau of Standards, the Underwriters Laboratory, Inc., or other similar institutions of recognized standing. Any electrical wiring connections are required shall comply with all applicable provisions of the City's Electrical Code.

### **13.11 Administration**

#### **13.11.1 Permits**

Prior to the erection, alteration, relocation or painting of a sign, the issuance of a sign permit by the ~~Community Development Building and Zoning~~ Director shall be required, except as provided in Section 13.5. The ~~Community Development Building and Zoning~~ Director shall issue a permit for the erection, alteration, relocation or painting of a sign within the City only when a proper application has been filed and the sign complies with the sign section and all other applicable laws and regulations of the City.

A sign in which any electrical wiring connections are required shall comply with all applicable provisions of the City's Electrical Code.

An applicant shall obtain a permanent sign permit and the sign shall be installed within 1 year from the date of issuance. Sign permit approval for a sign not installed within this time period shall become void and a new sign permit shall be required.

#### **A. Application Procedure**

Application for review of a permanent sign shall be made upon a form provided by the Department of ~~Community Development Building and Zoning~~ and, depending upon the type of signage involved, shall include at least the following information:

1. A photograph or diagram illustrating the following information, depending upon the sign type:
  - a. Wall Sign
    - 1) the setback of the building.
    - 2) the signable area and the exact location and outer dimensions of the sign.
    - 4) exact representation of the face of the building to which the sign is to be attached shall be illustrated.
  - b. Ground Sign
    - 1) the setback of the building.
    - 2) the location of the sign on the property, including front and side yard setbacks and the distance from the sign to the building, and the property frontage.
    - 3) the height of the sign.

- 4) the distance from the sign to adjacent ground signs shall be illustrated.
  - 6) A ground sign of more than 50 square feet must supply a copy of the stress sheets and calculations showing that the structure is designed for wind pressure in the amount required by this Ordinance and all other applicable regulations of the City.
- c. Projecting sign
    - 1) the proposed location of the sign on the building.
    - 2) the distance that the sign is pinned away from the building.
    - 3) the distance from the face of the building wall to the outer-most point on the sign.
    - 4) the distance between sidewalk grade and the top and bottom of the sign.
    - 5) exact representation of the face of the building to which the sign is to be attached shall be illustrated.
  - d. Canopy, Awning or Marquee sign
    - 1) the complete dimensions of the canopy, awning or marquee to which the sign is attached.
    - 2) the location, outer dimensions and percentage of canopy or awning which the sign or lettering occupies.
    - 3) the distance from sidewalk grade to the top and bottom of the sign shall be illustrated.
  - e. Window sign
    - 1) the dimensions of the window or glass surface on which the sign is to be applied.
    - 2) the location and outer dimensions of the sign.
    - 3) the location of any other window signs on the face of the building on which the sign is to be attached shall be illustrated.
  - f. Temporary sign
    - 1) the dimensions of the sign.
    - 2) a site plan showing the proposed location.
    - 3) drawing of the proposed sign.
2. A photograph or diagram, drawn to scale, illustrating the exact location of all existing and proposed signage on the property and adjoining properties.
  3. One (1) colored sketch, drawn to scale, which accurately represents all features of the sign including, but not limited to, size, message, letter style, border, surface texture, all exposed structural elements, percentage of message area and method of illumination and support .
  4. One (1) color sample for each color which is proposed to be used in the sign. The color sample shall consist of either the manufacturer's color chart or, in cases of custom colors, an actual sample of the paint to be used, applied to an appropriate material.

An application for the repainting of a sign in the same color scheme or for the changing of a name of an occupant listed on a directory sign shall include the information in Item 4.

**B. Insurance**

Each applicant for a permit to construct a sign which extends over a public right-of-way shall file with the ~~Community Development~~ *Building and Zoning* Director, prior to the issuance of the permit, a certificate of insurance naming the City of Woodstock as an additional insured covering all damages which the City may be legally obligated to pay on account of personal injury or property damage, including loss of income, which may be caused by the erection or maintenance of the sign. The insurance policy shall be issued by an insurance company authorized to do business in the State of Illinois and shall have applicable amounts of not less than \$50,000 per-person and \$500,000 per occurrence for personal injuries.

**C. Permit Fees**

Each applicant shall, prior to the issuance of a permit for the following types of signs, pay to the City of Woodstock a sign permit fee in an amount determined by the City Council. In addition to the permit fee required for each temporary sign, a deposit of \$50 may be required prior to the issuance of a permit. This deposit is to guarantee that the sign is constructed and installed as noted on the permit, and that the sign shall be removed within the time specified. If the sign is altered or not removed within the specified time, the deposit will be retained by the City.

**13.11.2 Removal and Disposition Of Signs**

**A. Abandoned Signs**

A sign which is located upon a property or premise which becomes vacant or unoccupied for a period of 30 days or more, a sign which pertains to a time, event or purpose which no longer applies or a sign located upon a property or premise in which normal day-to-day business has not been conducted for a period of 30 days or more, shall be deemed abandoned.

An abandoned sign is prohibited and shall be removed by the owner of the premises within 30 days from receipt of notice from the city, unless an extension is applied for and granted by the ~~Community Development~~ *Building and Zoning* Director. In order to qualify for an extension, an abandoned sign must be sufficiently maintained. If the sign is in conformance to all other requirements of this Chapter, compliance can be accomplished by providing a blank sign face. This may be accomplished by covering the sign face with the same color or material of the sign background. If this cannot be accomplished, the sign shall be removed.

**B. Non Conforming Signs**

A sign which has been lawfully constructed and installed as of the effective date of the sign section and which does not comply with one or more of these regulations shall be deemed to be a legal non-conforming sign and may be retained. A legal non-conforming sign shall become non-conforming and shall be removed or brought into compliance with this section if any one or more of the following occurs:

- The sign is removed
- The reference on the sign is changed due to a change of use and/or ownership
- The sign is damaged or destroyed by any means to the extent of 50 percent or more of its replacement value based upon prevailing costs at the time of such damage or destruction
- A sign is abandoned as established in Section 13.11.2.A.

Normal maintenance of a legally non-conforming sign is permitted as long as such repairs do not extend or intensify the non-conformity of the sign.

An unlawful sign, constructed or installed prior to the effective date of this Section, regardless of whether or not it complies with the requirements established in this Section, shall be deemed illegally non-conforming and shall be removed or brought into compliance with this Section within 30 days from receipt of notice from the City.

**C. Removal of Signs**

The ~~Community Development~~ *Building and Zoning* Director shall cause to be removed any sign which endangers the public safety, and shall prepare a notice to be sent, via certified mail or hand delivery, to the property owner. The ~~Community Development~~ *Building and Zoning* Director may cause any sign or advertising structure which is an immediate peril to persons or property to be removed summarily and without notice. The ~~Community Development~~ *Building and Zoning* Director may without notice, remove or cause to be removed, any sign located in the public right of way.

**D. Disposition of Signs**

Any sign removed by the ~~Community Development~~ *Building and Zoning* Director, pursuant to the provisions of this Ordinance, may be disposed of in any manner deemed appropriate by the City. The cost incurred by the City in removing this sign shall be considered a debt owed to the City by the owner of the sign or property on which the sign is located.

**13.11.3 Variations**

**A. Findings**

Variations may be granted from the strict application of the terms and provisions of the regulations pertaining to signage in accordance with the provisions of this Chapter, notwithstanding any other provision of this Ordinance pertaining to zoning variations. Depending upon the location of the sign, the ~~Project Review Plan~~

Commission or Historic Preservation Commission will conduct a public hearing and 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.
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.

**B. Procedure**

1. The applicant shall file a petition for variation with the ~~Department of Community Development,~~ *Building and Zoning Department* accompanied by the required filing fee; and

2. The petition shall set forth the fact in detail concerning the proposed variation and practical difficulties and shall have attached thereto a diagram or plan showing the result that the proposed variation would have on the subject sign; and
3. Said petition shall be filed prior to the date on which the notice appearing as hereinafter specified has been published in a local newspaper.
4. Upon the filing of a variation petition, the public hearing will be set for the next available regular ~~Project Review Plan~~ Commission or Historic Preservation Commission meeting date. Thereafter, the petitioner shall cause a public notice of the hearing to be given by publishing a notice of the date, time and place of the hearing in a newspaper of general circulation within the City of Woodstock not less than 15 and nor more than 30 days prior to the hearing. The notice shall contain of the particular location of the proposed variation, as well as a brief statement describing it. A simple description of the property as to area, location and/or street address shall be a sufficient for purposes of this section. The petitioner shall send copies of the hearing notice to the persons who last paid taxes on all properties adjacent to, abutting, or across the road, street or alley from the property in question.
5. Within 5 days after the notice of the public hearing has been published, the petitioner shall furnish the City with a copy of the published notice.
6. The petitioner shall cause a suitable Ordinance to be drafted incorporating the terms of the variation for presentation to and consideration by the City Council.

**C. City Council Action**

No variation shall be considered by the City Council until a public hearing has been held before the Commission and a report on the proposed variation has been made to the City Council. The report shall include reasons for the Commission's decision and shall be accompanied by minutes of the meeting. The Commission may file its own report with the City Council on all requests for variation which appear before it, regardless of the action of the Commission.

Upon the report of the Commission meeting, the City Council may, without further public hearing, grant or deny any proposed variation or may refer the question back to the Commission for further consideration.

**13.12 Sign Regulation Definitions**

In addition to the definitions incorporated into this Ordinance, the following definitions shall apply to Chapter 13, Sign Controls.

- A. **Advertising.** Any information which identifies, describes, or promotes a product or service, except that the name of an activity and a generic description of the activity are not considered to be "advertising" for the purposes of the Sign Section.
- B. **Area.** For purposes of this Ordinance, a signs area is the entire area within a single continuous perimeter which encloses the extreme limits of the lettering, representations, emblems, or other figures, together with any material or color which forms an integral part of a display or is used to differentiate a sign from the background against which it is placed. Structural members bearing

no sign copy shall not be included. Only one side of a free-standing or projecting double-faced sign shall be included in calculating surface area, provided that the two display surfaces are adjoined at an angle not greater than 60 degrees. All sides of a sign having more than two faces which are visible from any one street shall be included in the calculation of surface area.

- C. **Establishment.** Any structure with substantial walls and a roof affixed to the land entirely separated from any other structure by a wall or property line.
- D. **Institution.** A building housing an organization having a social, educational or religious purpose, such as a school, church, hospital, reformatory, etc.
- E. **Mansard.** A roof-like sloping surface which is applied to or above the face of a building.
- F. **Off-Premise Sign.** A sign which identifies goods, services or facilities which are not available on the premises where the sign is located.
- G. **Premise.** A lot or parcel and the buildings, structures and/or establishments which are located on that lot or parcel.
- H. **Public Entrance.** An architecturally enhanced entrance to an establishment which is provided primarily for use by the patrons or customers of the establishment and not for delivery purposes.
- I. **Sign.** Any object, device, or structure, or part thereof, located inside or outside an establishment, which is used to advertise, identify, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, designs, symbol fixtures, colors, motion, illumination or projected images. The term sign includes, but is not limited to, projecting, ground, wall, window, awning, canopy, marquee and changeable copy signs, illuminated signs, flashing and animated signs, temporary signs, portable signs, pennants, banners, streamers, search lights or other attention-getting device or display either affixed to or separate from a building or structure.

**ORDINANCE NUMBER 16-O-\_\_\_\_\_**

**AN ORDINANCE APPROVING TEXT AMENDMENTS TO  
CHAPTER 13 OF THE UNIFIED DEVELOPMENT ORDINANCE**

WHEREAS, the City Council of the City of Woodstock, McHenry County, Illinois, has been asked to approve Text Amendments to Chapter 13 of the Unified Development Ordinance; and

WHEREAS, on April 28, 2016 the Plan Commission of the City of Woodstock unanimously (7 yes and 0 no) approved said Text Amendments; and

WHEREAS, said Text Amendments provide for the clarification of various requirements relating to signage in the City of Woodstock; and

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

SECTION 1: That Chapter 13.5.H, shall be and is hereby amended to read as follows:

**H. Political Campaign Signs**

Window, wall or ground political campaign signs which announce a candidate as seeking a public political office and/or which conveys political issues and other data pertinent thereto, are allowed in all zoning districts. However, *no such signs may obstruct sight lines, sight triangles, traffic control signals, or public signs.* ~~if such a sign is erected as a ground sign, it shall not exceed sixteen (16) square feet in area and forty-eight (48) inches in height.~~ A political campaign sign shall not be located in a public right-of-way. ~~Such a sign shall be installed no sooner than sixty (60) days prior to the election and shall be removed within forty-eight (48) hours.~~

SECTION 2. That Chapter 13.5.I, shall be and is hereby amended to read as follows:

**I. On-Premise Temporary Decorations**

Exterior or interior on-premise temporary decorations are those visible from the exterior of a premise and displayed in connection with a nationally recognized holiday. Such decorations shall be displayed for a period of not more than ~~45~~ 90 days and may not be located within a road right-of-way, unless

otherwise approved by the ~~Community Development~~ *Building and Zoning* Director.

SECTION 3: That Chapter 13.5.S, shall be and is hereby amended to read as follows:

S. **Menuboard Signs** (~~outside the Historic Downtown Business Preservation District~~)

Menu Board signs which list services or products which are specifically available for drive-up customers shall not exceed ~~twenty-eight (28)~~ *forty* square feet in area and must be located behind the architectural front of the building, extended, and behind the minimum building setback line of a front yard or any yard abutting a public street. A menuboard sign may be internally illuminated and may utilize changeable copy. Menuboards which are visible from a public right of way shall be screened.

SECTION 4: That Chapter 13.6.G, shall be and is hereby amended to read as follows:

G. **Non-Profit Organization Fund-raising Campaign Signs**

A 501c3 organization, organized under the Not for Profit Corporation Act of the State of Illinois, may erect temporary signs, not in excess of thirty-two (32) square feet, for fundraising campaign purposes in non-residential zoning districts. A maximum of one sign may be placed on a parcel. Signs ~~may~~ *shall* not be located in the public right-of-way. A fundraising campaign sign shall not be in place more than 45 days in any twelve month period. ~~A temporary sign permit shall be required for each sign.~~ *A sign plan shall be submitted at the time of permit application.*

SECTION 5: That Chapter 13.6.H.1. shall be and is hereby amended to read as follows:

1. Location: A sidewalk sign is only allowed where there is not an alternative location for a permanent ground sign on private property. A sidewalk sign shall be oriented to pedestrians, not motorists. A sidewalk sign must not present an obstruction or risk to public safety at any time.

A sidewalk sign may only be placed in front of the building in which the business is located, provided that at least five feet of unobstructed sidewalk remains. The sign must be placed within a foot of the wall of a building; however, the ~~Community Development~~ *Building and Zoning* Director may approve an alternative location, based on the location of other obstructions in the right of way.

A sign may not be attached to any other structure, sign, bench, planter, *pole, bollard, tree* or other streetscape feature.

SECTION 6: That Chapter 13.6.H.3. shall be and is hereby amended to read as follows:

3. Use of signs: Sidewalk sign permits will only be granted to ~~retail~~ *retail* businesses, ~~restaurants, or other food service businesses, and personal service businesses~~ where pedestrian traffic is typical. A sign may only be displayed during business hours and must be removed at the close of business each day. Sidewalk signs may not be displayed during times of high winds, snow, or when sidewalks are congested and the placement of the sign may impede the movement of people.

SECTION 7: That Chapter 13.6.H.4. shall be and is hereby amended to read as follows:

4. Size: A sidewalk sign must be between three (3) and four (4) feet in height and the maximum area of a single side of the sign must not exceed six (6) square feet. *Creative shapes may be used provided they do not extend beyond the maximum dimensions and do not contain projecting elements which could cause injury.*

SECTION 8: That Chapter 13.6.H.5 shall be and is hereby amended to read as follows:

5. Design and Materials: A sidewalk sign must utilize *high quality, weather resistant materials, use with professionally lettering prepared* and must be maintained in good condition. ~~Sidewalk sign design and materials shall comply with the City's Design Review Guidelines for Sidewalk Signs.~~ Dry erase boards and chalkboards are not permitted unless they are within a decorative frame or incorporated into a sign with perimeter artwork ~~or specified in the Design Review Guidelines for Sidewalk Sign.~~ *Graphics, colors and materials should complement the associated location and the public space.*

PVC pipe signs, signs with balloons, festoons, streamers, *dispensing pockets* or other moveable parts or attachments, and signs mounted on wheels are prohibited.

SECTION 9: That Chapter 13.6.H.9 shall be and is hereby amended to read as follows:

9. Prior to the issuance of a Sidewalk Sign Permit, the ~~Community Development Building and Zoning~~ Department shall review the proposed sign for compliance with this ordinance and for compliance with the design *standards in this ordinance. Sidewalk Sign Design Review Standards.* The ~~Community Development Building and Zoning~~ Department may reject any sidewalk sign application which does not comply with the ~~Sidewalk Sign Design Review Guidelines~~ *sidewalk design standards in Section 13.6.5* or it may refer the application to the Historic Preservation Commission for review. The applicant may appeal the decision of the Historic Preservation Commission to the Woodstock City Council.

SECTION 10: That Chapter 13.7.B. shall be and is hereby amended to read as follows:

**B. Information Entitlement and Counting**

Each establishment is entitled to display permanent signage containing up to ten (10) items of information for each public street or highway on which it fronts. However, no more than twenty (20) total items of information may be displayed by one establishment, if it has frontage on more than one street or highway.

When a changeable copy message area is utilized, the amount of items of information available for display shall be reduced by two.

Identical information displayed on opposite sides of a double-faced, ~~or~~ V-shaped, *or* projecting ~~or ground~~ sign may be counted only once in determining the number of items of information. ~~provided the sign is perpendicular to the building or street on which the establishment fronts.~~

SECTION 11: That Chapter 13.7.C.15 shall be and is hereby amended to read as follows:

15. Numerals *and letters* on an address identification sign.

SECTION 12: That Chapter 13.8.8.B shall be and is hereby amended to read as follows:

**B. Reader-board**

An internally illuminated, changeable copy, reader board style sign must have a dark opaque background and utilize a reverse changeable clear letter systems. ~~The reverse letters or numerals must be at least 6 inches in height but no more than 8 inches in height, and must be manual changeable copy.~~ Reader-board style signs which are not internally illuminated may utilize a dark letter on a

white or light colored background.

**Commentary:**

*A reader-board style sign is a permanent changeable copy sign cabinet with manually changeable plastic letters, ~~6 to 8 inches in height~~, which allow the light to shine through the letter, but not an opaque background (reverse clear letters) or which are not illuminated (dark letter on clear or light colored background). Letters slide into a fixed track. A reader-board sign cabinet must be integrated into the primary sign lettering, contained in a weather tight locking cabinet.*

SECTION 13: That Chapter 13.8.8.C. shall be and is hereby amended to read as follows:

C. **LED Changeable Message—Electronic Message Center**

~~—A changeable copy sign may utilize LED (light emitting diode) illumination, however the message may only utilize a single color of letters or numerals. The sign may not flash, scroll, or use animation and the message may change no more frequently than once every four hours.—An Electronic Message Center must comply with the requirements for Electronic Message Center (EMC) signs contained in Section 13.8.13.~~

SECTION 14: That Chapter 13.8.8.D. shall be and is hereby amended to read as follows:

D. **Prohibitions**

~~LED illuminated~~ *Electronic Message Centers* in church and school signs are prohibited in the Historic Downtown Business Preservation District.

SECTION 15: That Chapter 13.8.11. shall be and is hereby amended to read as follows:

**13.8.11 Permanent Time and Temperature Devices**

A time and temperature device may be displayed on a wall, ground or projecting sign in a Business Zoning District, provided such signage complies with the regulations pertaining to the corresponding sign type. A time and temperature device may utilize intermittent LED lighting, provided the frequency of change is not greater than once per ~~3~~ *eight* seconds.

SECTION 16: That Chapter 13.8.13. shall be and is hereby amended to read as follows:

**13.8.13 Permanent Changeable Copy Message Area**

~~A single~~ *One* permanent changeable copy message area reader-board or ~~LED or similar illumination~~ *Electronic Message Center (EMC)* is permitted on a business/manufacturing zoning lot, building site or shopping center located outside the Historic Downtown Business Preservation District, *however, a changeable copy message area may not be utilized in a directory sign.*

Within the Historic Downtown Business Preservation District, changeable copy message signs are allowed outside the Historic Square Area subject to the ~~above following~~ requirements, except that ~~LED message signs~~ EMCs are prohibited.

*Commentary:*

*An Electronic Message Center (EMC) is a changeable message area that utilizes computer-generated messages or some other electronic means of changing copy. These signs include displays using light emitting diodes (LEDs) or liquid crystal display (LCDs).*

A changeable message area may be displayed on opposite sides of a double-faced or V-shaped sign.

A changeable copy reader-board sign must have a dark opaque background and utilize a reverse changeable clear letter system if internally illuminated. ~~The reverse letters or numerals must be at least 6 inches in height but no more than 8 inches in height.~~

~~Signs A changeable copy reader board which are is not internally illuminated may utilize a dark letter on a white or light colored background with letters or numerals of at least 6 inches in height but no more than 8 inches in height.~~

A changeable copy ~~sign message area or~~ (including electronic message center) (EMC) ~~of may display~~ text, images or combination of both. EMC messages may ~~utilize LED or similar illumination of utilize~~ a single color or full color. ~~The sign may not flash, scroll or be animated and the message may change no more frequently than once every hour. Lettering should be no smaller than 4 inches in height (Ordinance Number 12-O-38, adopted June 19, 2012).~~

The letters or numerals displayed within a changeable message area shall not count as items of information. All changeable message areas are subject to the following regulations:

- A. The changeable message area shall be an integral part of the primary identification sign for the business or shopping center. ~~The changeable message area shall not be used for business name identification. Integral shall mean to be incorporated into the framework and architectural design of the primary sign.~~
- B. The area of the sign utilized for the purpose of displaying a changeable copy sign message shall not exceed 35% of the total sign area. If a changeable copy ~~sign message area~~ is used, the maximum number of items of information displayed on the property shall be reduced by 2.
- C. The maximum area and height of the identification sign which includes a changeable copy message area shall comply with the regulations established for the pertaining sign type.
- D. The changeable message area may be internally illuminated as stipulated above and does not count against the allowable translucent message percentage as stipulated in Section 13.10.1.

*In addition to the above regulations, Electronic Message Centers shall be subject to the following regulations.*

- A. *No EMC shall exceed a brightness (illuminance) level of 0.3 foot-candles above ambient light as measured using a foot-candle meter at a preset distance depending on sign area, determined using the following formula: the square root of the product of the EMC area and one-hundred. Example using an EMC with an area of 10 square feet: Measurement distance =  $\sqrt{(10 \text{ sq. ft.} \times 100)} = 31.62$  (round up to 32 feet).*

**Commentary:**

The table below illustrates measurement distance based on the formula:

$Measurement\ Distance = \sqrt{(10\ sq.\ ft.\ x\ 100)} = 31.62\ (round\ up\ to\ 32\ feet).$

<i>Area of EMC (square feet)</i>	<i>Measurement Distance (feet from EMC face)</i>
10	32
15	39
20	45
25	50
30	55
35	59
40	63
45	67
50	71

- B. *The EMC unit must be equipped with both a programmed dimming sequence as well as an overriding mechanical photocell that adjusts the brightness of the display to the ambient light at all times. The EMC shall be equipped with a sensor or other device that automatically determines the ambient illumination and programmed to automatically dim according to ambient light conditions, or that can be adjusted to comply with the 0.3 foot-candle measurements.*
- C. *EMC's must not flash, scroll or be animated and the message may change no more frequently than once every hour except that time and temperature messaging may change no more frequently than once every eight seconds. .*
- D. *All EMC's shall contain a default mechanism that will cause the sign to revert immediately to a single message or black screen if the sign malfunctions.*

SECTION 17: That Chapter 13.8.14 shall be and is hereby amended to include the following new section:

**13.8.14 Permitting of Permanent Changeable Copy Message Area**

- A. *No permit shall be issued for a changeable message area incorporated into or added to any existing non-conforming sign.*
- B. *Before a permit will be issued for a sign with an EMC, the applicant shall submit evidence from the manufacturer that the sign in question is equipped with the ability to comply with all applicable regulations of this section and a signed statement from the sign owner that he/she has read and understands the regulations pertaining to electronic message centers and agrees to provide proof of conformance upon request.*
- C. *A deposit of \$750 shall be required prior to the issuance of a permit for a sign which utilizes an Electronic Message Centers. The deposit shall be refunded upon verification that the EMC is operating in full compliance with this ordinance and any other applicable City of Woodstock regulations.*

SECTION 18: That Chapter 13.9.F. shall be and is hereby amended to read as follows:

- F. A maximum of 35 percent of the area of a ground sign may be used for a changeable message area if the automobile service station includes a convenience store that sells food, beverages, and other household supplies. The changeable message area shall be integrated into the overall ground sign design and contained within the same overall framework. The changeable ~~copy portion~~ message area of the sign shall utilize translucent letters with a dark or opaque background or shall utilize an ~~LED or similar illuminated changeable message (Ordinance Number 11-O-30, adopted May 3, 2011).~~ *Electronic Message Center.*

SECTION 19: That Chapter 13.11.3.B.4. shall be and is hereby amended to read as follows:

4. Upon the filing of a variation petition, the public hearing will be set for the next available regular ~~Project Review Plan~~ Commission or Historic Preservation Commission meeting date. Thereafter, the petitioner shall cause a public notice of the hearing to be given by publishing a notice of the date, time and place of the hearing in a newspaper of general circulation within the City of Woodstock not less than 15 and nor more than 30 days prior to the hearing. The notice shall contain of the particular location of the proposed variation, as well as a brief statement describing it. A simple description of the property as to area, location and/or street address shall be a sufficient for purposes of this section. The petitioner shall send copies of the hearing notice to the persons who last paid taxes on all properties adjacent to, abutting, or across the road, street or alley from the property in question.

SECTION 20: That all references in Chapter 13 to the Community Development Department and Community Development Director shall be and are hereby amended to read Building & Zoning Department and Building & Zoning Director, respectively.

SECTION 21: 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 continue in full force and effect.

SECTION 22: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 23: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:  
Nays:  
Abstentions:  
Absentees:

APPROVED:

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

(SEAL)

ATTEST: \_\_\_\_\_  
City Clerk Cindy Smiley

Passed: \_\_\_\_\_, 2016  
Approved: \_\_\_\_\_, 2016  
Published: \_\_\_\_\_, 2016

Prepared by: City of Woodstock, 121 West Calhoun Street, Woodstock, IL 60098

**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 Councilmen of said City.

I do hereby further certify that at a regular meeting of the Woodstock City Council, held on the \_\_\_\_\_ day of \_\_\_\_\_ 2016, the foregoing Ordinance entitled An Ordinance Approving Text Amendments to Chapter 13 of the Unified Development Ordinance was duly passed by said City Council.

The pamphlet form of Ordinance No. 16-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 \_\_\_\_\_, 2016, 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 seal of the City of Woodstock this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

(SEAL)



phone 815.338-4305  
fax 815.334-2267  
b&zdept@woodstockil.gov  
[www.woodstockil.gov](http://www.woodstockil.gov)

## MEMORANDUM

DATE: May 10, 2016

TO: Roscoe Stelford, City Manager

FROM: Nancy Baker, City Planner

RE: **Transmittal of Recommendation for Façade Improvement Funds for 100-108 N. Benton, 105-107 S. Jefferson, and 216 Main Street**

Three applications for façade improvement funding totaling \$5,665 for projects at 100-108 N. Benton Street, 105-107 Jefferson Street, and 216 Main Street are recommended for approval at this time. These applications were received by the February 5, 2016 deadline and include the required information with sufficient detail to consider approval and funding support for these projects.

### **100-108 N. Benton Street**

The 100-108 N. Benton Street building known as the Murphy Block was constructed in 1875. The 100 N. Benton storefront was remodeled in the early 20<sup>th</sup> century for the First National Bank of Woodstock. The entire storefront level of the building was remodeled in the 1960s at which time new brick was installed, angled storefronts were created for 104, 106, and 108 N. Benton, and traditional storefront elements were eliminated from the front of the bank which occupied 100 and 102 N. Benton. A new storefront cornice was installed in the early 1990s. Last year, the applicant received façade funding to remodel the 100 and 102 storefronts to create a more traditional appearance.





The applicant has requested Façade Improvement Program funds totaling \$797 to remove the non-historic storefront cornice and prime and paint the brick behind it. This project will continue the owners' efforts to bring the building back closer to its historic appearance. Labor will be performed by the owner and is not included in the funding request.



An Administrative Certificate of Appropriateness has been approved for this project.

#### **105-107 N. Jefferson Street**

The 105-107 N. Jefferson storefronts are located on the back side of the Murphy Block building. This project includes installation of new awnings over the storefronts and the replacement of aluminum gutter and downspouts with new copper gutter and downspouts on the lower roof. The new copper will match other copper gutters and downspouts on the building.

The funding request for the gutter and downspouts is for materials only. The owner will be providing the labor for fabrication and installation including roof modifications. Façade Improvement Program funds totaling \$2,113 are requested for this project.

An Administrative Certificate of Appropriateness has been approved for this work.

## 216 Main Street

Funding is requested to restore the Ray Wolf Jewelers sign and clock which is located above the storefront at 216 Main Street. The Historic Preservation Commission has considered this sign to



be part of the historic building rather than an advertising sign regulated by the Woodstock Unified Development Ordinance. This sign is one of two remaining examples of historic neon signs in Woodstock. An architect from the Illinois Historic Preservation Agency has recommended that this sign be preserved.

The applicant has obtained three estimates to restore the sign and clock, however, the estimates all indicate additional costs will be incurred depending on parts and labor necessary for the repair of the clock. These costs can only be determined after removing the sign and examining the clock. The lowest estimate is \$2,510. The Façade Program's share of this would be \$1,255. Because of the unique nature of this project and the inherent difficulty in obtaining a definitive cost estimate, it is reasonable to approve an additional "not to exceed" amount for clock restoration — \$1,500 is

recommended.

Staff has reviewed all three applications and determined they meet the program eligibility requirements as specified below:

- The projects are located in the TIF district.
- The property owners are not in default of any municipal fees, taxes etc.
- The property owners do not have any outstanding building, zoning, or city code violations.
- The proposed improvements will be visible from the public right of way.
- The proposed improvements conform to the Historic Preservation Commission's Design Review Guidelines.

The Façade Program specifies that projects are to be evaluated utilizing the following factors:

**Impact of proposed work on preservation of the structure:** The neon sign and clock restoration will insure preservation of this unique surviving example of mid-20<sup>th</sup> century signage. The removal of the storefront cornice on 100-108 N. Benton will prevent water leaking behind the cornice and damaging the brick. Proper building drainage will prevent damage to the brick structure.

**Aesthetic impact:** All three projects will have an aesthetic benefit to the downtown.

**Consistency with announced special emphasis areas (if any):** There are currently no special emphasis areas.

**Applicant's demonstrated previous commitment to preservation:** The owners of these properties have consistently kept their properties well maintained.

**Thoroughness of the application:** Required information has been provided.

**Equity:** The owner of 100-108 N. Benton and 105-107 N. Jefferson has received prior façade program funding. The 216 Main Street property owner has not previously applied for or received funding.

**Demonstrated financial capability of applicant:** No financial capability information was provided, however, these applicants are long-time property owners in Woodstock.

**Funding availability/feasibility.** The FY16/17 budget includes \$7,500 for Façade Improvement projects. If these projects are approved as recommended, the total cost to the City will not exceed \$5,665, including the additional \$1,500, if necessary, for clock repairs.

**The following action is recommended:**

**That the City Council approve a motion allocating TIF funding for the following improvements: \$797 for the storefront cornice removal and painting at 100-108 N. Benton St., \$2,113 for awnings, gutters and downspouts at 105-107 N. Jefferson and \$1,255 for restoration of the sign at 216 Main Street plus an additional not to exceed amount of \$1,500 for clock restoration.**



Reviewed and Approved by:

*Roscoe C. Stelford III*  
City Manager



# City of WOODSTOCK

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

phone 815.338.4305  
fax 815.334-2267  
b&zdept@woodstockil.gov

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

Address for which funding is requested 100-108 N. Benton St.

Name of Applicant Benton Street LLC, Jim Prindiville, member

Mailing Address of applicant: 214 West Judd St., Woodstock IL 60098

Daytime phone number: 815-276-7535 Email: jprindiville@gmail.com

Applicant is  Property Owner  Tenant

If the applicant is the tenant:

Name of property owner \_\_\_\_\_

Mailing address of property owner \_\_\_\_\_

Name of applicant's business \_\_\_\_\_

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

Type of structure:

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

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

- Architect or engineering services see attached
- Window/door replacement

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

Total estimated project cost of façade improvements \$ 1,594

Façade improvement funds requested \$ 797

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

Attach a minimum of two estimates for the proposed work.

**STATEMENT OF UNDERSTANDING**

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

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

Signature of Applicant: Jim Prud'homme

**AUTHORIZATION OF OWNER**

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

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

Signature of Owner: \_\_\_\_\_

January 27, 2016

Benton Street LLC  
Jim Prindiville  
214 W. Judd Street  
Woodstock, IL 60098

We seek Façade Improvement funding to remove the wood cornice at 100-108 N. Benton Street. After the cornice is removed, we will make repairs and paint the exposed brick to match the existing ground floor brick. We have already received HPC approval for this project.

Owner will provide all labor and additional supply costs beyond this request.

Lift rental for one week, NES Rentals	\$1,165.00
Disposal of debris, owner through Lowes Enterprises	175.00
2 gallons of Pratt & Lambert Paint, Prather Paint, Wilmette Only source of matching paint	141.24
2 gallons Zinzer Primer, Menards, Woodstock	36.32
1 case Solar Seal Caulk, Woodstock Lumber	<u>76.40</u>
Total	\$1,593.97
50% funds requested	\$ 796.99



# City of WOODSTOCK

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

phone 815.338.4305  
fax 815.334-2267  
b&zdept@woodstockil.gov

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

Address for which funding is requested 105-007 N. Jefferson Street

Name of Applicant Benton Street LLC, Jim Prindiville, member

Mailing Address of applicant: 214 West Judd St, Woodstock, IL 60098

Daytime phone number: 815-276-7535 Email: jprindiville@gmail.com

Applicant is  Property Owner  Tenant

If the applicant is the tenant:

Name of property owner \_\_\_\_\_

Mailing address of property owner \_\_\_\_\_

Name of applicant's business \_\_\_\_\_

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

Type of structure:

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

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

- Architect or engineering services *See attached*
- Window/door replacement

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

Total estimated project cost of façade improvements \$ 4,226

Façade improvement funds requested \$ 2,113

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

Attach a minimum of two estimates for the proposed work.

#### STATEMENT OF UNDERSTANDING

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

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

Signature of Applicant: \_\_\_\_\_

*Jim Prudenille*

**AUTHORIZATION OF OWNER**

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

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

Signature of Owner: \_\_\_\_\_

January 27, 2016

Benton Street LLC  
Jim Prindiville  
214 W. Judd Street  
Woodstock, IL 60098

We seek Façade Improvement funding to replace the awning at 105-107 N. Jefferson Street. We will install awning material that matches the front of the building. We will reuse the existing frame. Instead of ridged termination, the new awning will have a 4" valance with a scalloped edge to match the front of the building.

We also seek funding for the materials to replace the aluminum gutter and downspouts (on the lower fifty-foot roof façade) between 105-109 N. Jefferson Street with 7-inch half-round copper gutter and downspouts. We will redo the edge of the roof so that this gutter is an integral part of the system under the edge of the roof. We will provide all labor for the roof work and all labor to fabricate and install the gutter and downspouts. We are not requesting any funds for labor on this job.

The lowest awning quote was from Berg Industries, Rockford. \$1,795.00

The lowest quote for gutter materials was from Raintrade Corp \$2,430.99

50% funds requested

*# 2112.99*  
~~\$2,720.72~~



# City of WOODSTOCK

Department of Community & Economic Development Building & Zoning Department  
phone 815.338.4305

121 W. Calhoun Street  
Woodstock, Illinois 60098

fax 815.334-2267

[commdevdeptb&zdept@woodstockil.gov](mailto:commdevdeptb&zdept@woodstockil.gov)

## FACADE IMPROVEMENT PROGRAM APPLICATION

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Address for which the facade funds funding is requested 216 Main Street, Woodstock, IL 60098

Name of Applicant Peter Bozic

Mailing Address of applicant: 418 Dacy Street, Woodstock, IL 60098

Daytime phone number: 815-219-3024 Email: purewinepeter@gmail.com

Applicant is  Property Owner  Tenant

If the applicant is the tenant:

Name of property owner \_\_\_\_\_

Mailing address of property owner \_\_\_\_\_

Name of applicant's business \_\_\_\_\_

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

Type of structure:

Commercial



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*

\* Commercial/residential (ie. commercial on ground floor, residential above)

Single Family residential  owner occupied  renter occupied

Multiple family Number of Units \_\_\_\_\_

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

Architect or engineering services \_\_\_\_\_

Window/door replacement \_\_\_\_\_

Windows/doors restoration \_\_\_\_\_

Interior storm window installation \_\_\_\_\_

Painting, in conjunction with other facade improvements \_\_\_\_\_

Repair or replacement of deteriorated or missing architectural details \_\_\_\_\_

Restoration of original openings \_\_\_\_\_

Storefront rehabilitation or renovation \_\_\_\_\_

Masonry restoration or repair \_\_\_\_\_

Removal and replacement inappropriate features \_\_\_\_\_

Replacement of inappropriate awnings \_\_\_\_\_

Accessibility improvements (exterior) \_\_\_\_\_

Rear or side facade improvements (facing public spaces) including landscaping with trees, shrubs and perennials adjacent to public spaces \_\_\_\_\_

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\* Other repair and restoration of historic clock attached to the front of the facade. In order for clock to be working accurately and the rear to be in working order.

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Total estimated project cost of facade improvements \$ \_\_\_\_\_

\$2510 + possible additional clock repairs



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

① Façade improvement funds requested \$ 1255 plus 50% of additional + bid clock repair costs.

② Attach a detailed description of the work described above including photographs, drawings showing proposed improvements, colors, materials.

③ Attach a minimum of two estimates for the proposed work.

STATEMENT OF UNDERSTANDING

- 1. I agree to comply with the guidelines and procedures of the Woodstock Façade Improvement Program. Formatted: Bullets and Numbering
- 2. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, and receipts upon completion of the approved improvements. Formatted: Bullets and Numbering
- 3. I understand that Façade Improvement funds are subject to audit and taxation and that the City is required to report the amount and recipient of said grants to the I.R.S. Formatted: Bullets and Numbering
- 4. I understand that work done before a Façade Improvement Agreement is approved by the authorized City representative(s), project costs are not eligible for reimbursement through this program. Formatted: Bullets and Numbering

Signature of Applicant: 

AUTHORIZATION OF OWNER

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

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



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

Signature of Owner:

www.woodstockil.gov

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**NOTICE OF INTENT TO APPROVE ADMINISTRATIVE ZONING VARIATION**

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This notice is provided to you in accordance with Section 4.5.4, Administrative Review and Action of the Woodstock Unified Development Ordinance. When a request is received to modify a numeric (setbacks, lot width, building height, lot coverage, floor area ratio, required parking spaces) by twenty (20) percent or less standard, the request may be reviewed and approved by the Community Development Director as an administrative variation, in which case, a notice of intent to grant such variation shall be sent by certified mail to the record owners of property abutting or across the road, street, or alley from the subject property. If any such owner files a written objection with the Community Development Director within 15 days of receiving such notice, the variation must then be presented at a public hearing before the Zoning Board of Appeals and approved by the City Council.

An application has been received by the Community and Economic Development Department for variations to allow the construction of an addition to the single family residence at 337 Vine Street. The proposed addition will be exceed the maximum height for a single family residence by 2 1/2 feet and a corner of the addition will extend 1 1/2 feet into the required side yard. The use of the structure will remain single family residential.

The Community and Economic Development Department has determined that the proposed variation meets that the following standards for a granting the zoning variation:

*A. 1. The extent to which particular physical surroundings, shape, or topography of the subject property would results in practical difficulty or hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the zoning regulations are were carried out.*

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*B. 2. The extent that the alleged difficulty or hardship is caused by the application of these zoning regulations and has not been created by any person having an interest in the property.*

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NATIONAL TRUST FOR HISTORIC PRESERVATION

DOZEN DISTINCTIVE DESTINATIONS 2007

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## MEMORANDUM

DATE: May 10, 2016  
TO: Roscoe Stelford, City Manager  
FROM: Nancy Baker, City Planner  
SUBJECT: **Approval of a Historic Marker for Installation at the Sheriff's House**

Kathleen Spaltro, on behalf of Woodstock Celebrates has requested approval and funding for the acquisition of an Illinois Historic Marker, which will recognize the historic association of Eugene V. Debs with the Sheriff's House and Jail. Debs was the County Jail's most famous prisoner and this historical connection will be the subject of upcoming programs hosted by both the McHenry County Historical Society and Woodstock Celebrates.

Ms. Spaltro has thoroughly researched the Illinois Historical Society's requirements for the marker program and believes the application needs to emphasize national historic significance to meet their criteria.

The Old Courthouse and Sheriff's House Advisory Commission reviewed the proposal and approved a letter of support for the project. The Commission discussed the inclusion of additional local information on the marker, but ultimately made no recommendations. A copy of the abridged minutes from the Commission meeting is attached.

Staff agrees that additional historic information would be desirable, however the Illinois Historical Society awards markers in only two sizes: a 29" x 40.5" marker that may include up to 100 words, and a 44" x 51" marker that may include up to 250 words. After looking at options and the potential installations in front of the Sheriff's House, we believe that the larger marker is simply too large for the site and the 100-word marker is more appropriately sized. The marker location is proposed to be installed in the northeast corner of the property near the fence facing Johnson Street.



The photo illustrates a similar marker which was approved for the first McHenry County Courthouse which is located in McHenry. At some time in the future, the City may wish to consider installing a similar marker in front of the Old Courthouse.

Proposed language for the marker application was included in the letter from Kathleen Spaltro, which is attached to this memorandum.

The Administration believes that the marker should have more emphasis on the local history of the building, in as much as Debs' association with the building was only six months out of the past 129 years. The following revised marker text is recommended:

*The Sheriff's House, constructed in 1887, was home to the sheriff and his family. The sheriff's wife fed the prisoners, who were held in the rear. Confiscated Prohibition-era evidence was stored in the basement. Before federal prisons, federal inmates, including Chicago gangsters, were sentenced to county jails.*

*The most famous prisoner in the McHenry County Jail was labor leader Eugene V. Debs, who served a six-month sentence for violating a strike injunction during the Pullman Strike. The U.S. Supreme Court unanimously upheld the injunction in the 1895 "In re Debs" decision that guided governmental strike response for almost four decades.*

It is noted that while this is not the language Ms. Spaltro envisioned, she has been extremely gracious about the revisions and working with City staff. Copies of letters of support are attached. A letter of support from Woodstock Celebrates will also be included with the formal application.

Funding totaling \$1,700 is also requested for purchase of the historic marker. The \$500 application fee will be paid for by Woodstock Celebrates, including two individual member donations, and by the Illinois Labor History Society.

**If the City Council is supportive of this request with a stronger local history emphasis, a motion would be in order to approve the submittal of an application for a historic marker with proposed language which reads:**

*"The Sheriff's House, constructed in 1887, was home to the sheriff and his family. The sheriff's wife fed the prisoners, who were held in the rear. Confiscated Prohibition-era evidence was stored in the basement. Before federal prisons, federal inmates, including Chicago gangsters, were sentenced to county jails.*

*The most famous prisoner in the McHenry County Jail was labor leader Eugene V. Debs, who served a six-month sentence for violating a strike injunction during the Pullman Strike. The U.S. Supreme Court unanimously upheld the injunction in the 1895 "In re Debs" decision that guided governmental strike response for almost four decades."*

**and to approve the expenditure of \$1,700 for the purchase of the marker from the Old Courthouse Project Account (#41-00-7-729) within the Tax Increment Financing Fund.**



Reviewed and Approved by:

*Roscoe C. Stelford III*

City Manager

**MINUTES**  
**CITY OF WOODSTOCK**  
**OLD COURTHOUSE AND SHERIFF'S HOUSE ADVISORY COMMISSION**  
April 18, 2016  
City Council Chambers

A Regular Meeting of the City of Woodstock Old Courthouse and Sheriff's House Advisory Commission was called to order at 7:00 PM by Chairman Dennis Sandquist on Monday, April 18, 2016 in the Council Chambers at City Hall.

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Lynde Anderson, Jim Campion, Trisha Doornbosch, Jodie Kurtz-Osborne, Jim Prindiville, David Stumpf, Tammy Townsend-Kise, Joseph White, and Chairman Dennis Sandquist.

**COMMISSION MEMBERS ABSENT:** None

**STAFF PRESENT:** City Manager Roscoe Stelford, Economic Development Director Garrett Anderson, and City Planner/Staff Liaison Nancy Baker.

**OTHERS PRESENT:** Plan Commissioner Darrell Moore and City Clerk Cindy Smiley

**APPROVAL OF MINUTES**

Motion by J. Campion, second by J. Prindiville, to approve the minutes of the March 21, 2016, meeting of the Old Courthouse and Sheriff's House Advisory Commission with the following corrections:

Page 2, Paragraph 2, last line, change "McHenry Council" to "McHenry County"

Ayes: L. Anderson, J. Campion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, D. Stumpf, and Chairman D. Sandquist. Nays: none. Abstentions: T. Townsend-Kise and J. White. Absentees: none. Motion carried.

**PUBLIC COMMENT**

There was no public comment.

**ILLINOIS STATE MARKER**

Chairman Sandquist noted this item was presented at the last meeting. He noted that it was the consensus of the Commission that any plaque should recognize the historic significance of the Courthouse and Sheriff's House as well as the connection with Eugene V. Debs. At the Commission's request, Nancy Baker developed the text included in the packet; and this item was placed on the agenda for consideration and approval this evening. Chairman Sandquist stated if the Commission approves the text and the placement of a commemorative plaque, a letter of support, the text of which is also contained in the packet, would be sent to the Illinois State Historical Society. He noted that the proposed text would increase cost of the marker. He also noted copies of other letters of support contained in the packet.

A discussion occurred of the wording for the plaque, with Chairman Sandquist suggesting that sentences two and three in the third paragraph be reversed. D. Stumpf opined that the text does not

clearly describe the relationship between Mr. Debs and Sheriff Eckert. In response to his questions, Kathleen Spaltro detailed the nature of the relationship. She noted that Sheriff Eckert assured Mr. Debs that he would not come to harm in Woodstock, stating that he felt it was his role to protect the prisoner. Ms. Spaltro noted that a lifelong friendship blossomed between the two men.

Chairman Sandquist stated the City Council would ultimately approve the placement and wording of the plaque. R. Stelford noted the Commission could approve it and then it could be placed on a City Council Agenda. Chairman Sandquist agreed, noting this would ensure the wording is as the City wishes. Ms. Spaltro stated the language will be negotiated between the City and the Illinois State Historical Society. She stated the Society must first approve the application for the plaque and then the wording will be negotiated, so the language being discussed this evening is the suggested language.

Chairman Sandquist asked if the Commission is comfortable with the language as presented, noting he wished to be sure the plaque included how important this building is to the City. J. Prindiville stated the Debs case is the compelling story and he wishes to be sure the plaque shows how important this is to history. He stated he favored the placement of two plaques, one with the Debs story and one with information on the history of the building. Ms. Spaltro discussed the Debs case in more detail, noting its importance to history and the labor law. Chairman Sandquist stated he supports the inclusion of Debs and the inclusion of how important this case was to labor law but noted he wishes to make sure the architect and history of the building is included.

D. Stumpf stated he is fine with the plaque but asked about the historical accuracy of the letter. Nancy Baker discussed Mr. Debs' incarceration in Woodstock, providing information to support the statements made in the letter. She noted that he had his own secretary and did some publishing from jail, stating that Sheriff Eckert allowed this to occur. Ms. Spaltro noted that Mr. Debs was jailed at night but was allowed out during the day. D. Stumpf stated this indicates he supported the cause while jailed in Woodstock.

Ms. Spaltro suggested if the City wishes to further acknowledge Mr. Debs and his involvement with the building and Woodstock, one application could be made for a 250-word plaque for this and then a separate plaque discussing the history and significance of the Old Courthouse could be placed with no permission needed from the historical society. J. Prindiville expressed his support of this approach opining that this plaque should be about the Debs story and its importance to labor law and the impact it had on society. D. Stumpf also supported removing the information about the architect from the plaque and including more information about Debs' incarceration. T. Townsend-Kise stated there are two different important story lines, both of which are being watered down by combining them. She stated her feeling that two plaques may be a better idea if there are funds for two. Chairman Sandquist noted there are no funds budgeted by the City for the plaque. He stated the original proposal asked for a letter of support, stating the requester was raising funds for the plaque, and noted if it is the Commission's desire to give them a letter of support for a plaque about Mr. Debs, it would be with the understanding that this was for the original plaque. He further stated someone could then come forward with the suggestion for another plaque concerning the history and importance of the Old Courthouse.

A discussion followed of the timeline of the project, noting the development of Pullman Park in Chicago and also the importance 2017 would have as the 100<sup>th</sup> anniversary of important events in

Mr. Debs' life. J. White stated this may be an opportunity to draw more attention to the Old Courthouse and the restoration project.

Motion by D. Stumpf, second by J. Kurtz-Osborne, to approve submission of a letter of support to the Illinois State Historical Society with the understanding that the letter will address the Debs' marker. Ayes: L. Anderson, J. Champion, T. Doornbosch, J. Kurtz-Osborne, J. Prindiville, D. Stumpf, T. Townsend-Kise, J. White, and Chairman Sandquist. Nays: none. Abstentions: none. Absentees: none. Motion carried.

### **FUNDING/FINANCING**

Chairman Sandquist noted that City Manager Roscoe Stelford is present this evening to provide further information on this topic.

R. Stelford stated that at the last meeting the potential for issuing debt for the restoration improvements for the Old Courthouse and Sheriff's House was discussed. He then explained how being a non-Home Rule municipality impacts this, stating this would require a referendum for the issuance of General Obligation Bonds with payment for these through property taxes. He stated that Home Rule status would eliminate the need for a referendum.

Mr. Stelford then noted that the City Council is tax averse, having declined to take the PTELL, or automatic cost-of living property tax increase, for the last five years. He further stated that Council does everything they can to freeze or even lower the City's portion of the property tax bill. He stated without evidence of strong public support of a bond issue, he does not believe Council would support this. Mr. Stelford then stated alternate revenue bonds could be used, but noted that the City would have to identify a revenue stream as a source of payment which would be 125% of the bond. He stated how to pay for it is the biggest issue impacting this project.

Mr. Stelford stated staff has discussed fundraising and grant opportunities, but noted the question of ownership must be addressed first as many grant applications and foundations require this information. He then discussed the possibility of using tenanting at the Sheriff's House in the same way it has been used in the Old Courthouse, with a tenant being given a favorable lease in exchange for them doing significant interior improvements to the building. He stated that five or six restauranteurs have approached the City in the last year with interest in the Sheriff's House. He indicated if the Commission would entertain this, Staff would develop and request RFPs to get as many as possible which would then be sent to the Commission for review and then to the City Council. He confirmed that this would only be for the Sheriff's House.

In response to questions from the Commission, Mr. Stelford stated the investment required would be for interior improvements only, including the kitchen and bathrooms. He also indicated that accessibility questions would need to be addressed. He noted what would be required of the operator and what would be required of the City would be spelled out in the lease agreement.

D. Stumpf stated he met with representatives of the Friends of the Old Courthouse, noting they are in the final stages of putting together a fundraising plan. He stated the opinion was expressed that if this were to become a commercial building, it would make it very difficult to fundraise and, conversely, if the City retained ownership, it would greatly increase the opportunity to raise funds.

10 May 2016

Mr. Roscoe Stelford, City Manager

City of Woodstock

121 W. Calhoun Street

Woodstock, Illinois 60098

Dear Mr. Stelford:

(1) Here is the **proposed wording (100 words) for the state historic marker for the Old Jail**. The application is for a 100-word marker; the application goes to the Illinois State Historical Society, and a central criterion for approval requires that the wording stress events of national or state importance.

The marker text emphasizes two events of national importance:

- ❖ the *In re Debs* decision by the United States Supreme Court in 1895
- ❖ Debs's emergence as a national political figure active for decades

**Proposed marker text:**

*On 27 May 1895, the Supreme Court unanimously upheld court injunctions against labor strikes. The decision, "In re Debs," sent union leader Eugene V. Debs to a six-month stay in this jail. The Pullman Case guided governmental response to strikes for nearly four decades. Not until 1932 did Congress erase the power of courts to end strikes through injunctions.*

*Debs's visitors included reporter Nellie Bly, Milwaukee socialist Victor Berger, and Keir Hardie, the first Labour Member of Parliament. His time in McHenry County Jail transformed Debs into a national political activist, founder of the Socialist Party, and five-time presidential candidate.*

(2) **We request that City Council approve funding of \$1,700 from the City of Woodstock**. The total marker cost is \$2,200 minus the \$500 application fee = \$1,700. (The \$2,200 includes the cost of an eight-foot pole for the marker.) Woodstock Celebrates, Inc. (and two of its board members) will

pay \$300 towards the application fee, and the Illinois Labor History Society will pay \$200.

If the marker application and wording are approved by the Illinois State Historical Society, the three paying sponsors for the marker would all appear on the marker itself (that is my understanding): Woodstock Celebrates, Inc.; the Illinois Labor History Society; and the City of Woodstock.

We thank Woodstock's City Council for considering this request.

Sincerely,

Kathleen Spaltro

Board Member, Woodstock Celebrates, Inc.

Resident of Woodstock

CAPITOL OFFICE:  
309L STATE HOUSE  
SPRINGFIELD, IL 62706  
(217) 782-8000  
FAX: (217) 782-7818



DISTRICT OFFICE:  
5400 W. ELM ST., STE. 103  
MCHENRY, IL 60050  
(815) 455-6330  
FAX: (815) 679-6756

# PAMELA J. ALTHOFF

STATE SENATOR • 32ND DISTRICT  
REPUBLICAN CAUCUS CHAIR

March 30, 2016

Mr. William Furry, Exec. Dir.  
Illinois State Historical Society  
Attn. Historical Marker Applications  
5255 Shepard Road  
Springfield, IL 62703

Dear Director Furry:

I am pleased and honored to submit this letter in support of the sponsor's request for a historical marker at the Sheriff's House/Old Jail in the historic square in Woodstock, IL.

The plaque would commemorate the imprisonment of Eugene V. Debs at this location in 1895 as well as bringing attention to the case of *In re Debs.*, which set the national standards for labor injunctions. When the American Railway Union went on strike against the Pullman Palace Car Company in 1894, it set in motion a chain of events whose repercussions are still felt today. The strike pitted America's largest industrial union against twenty-four railroads, paralyzed rail traffic in half the country, and in the end was broken up by federal troops and suppressed by the courts, ending with the incarceration of union leader Eugene Debs, (whose lawyer was the then fledgling Clarence Darrow.) The Pullman case highlighted the ideological conflict of labor at a watershed time in our nation's history.

Thank you for your consideration of the sponsor's request, which would bring yet another focus to the rich history of the city Woodstock in McHenry County and their place in our country's history.

If you have any questions, or need further comment, I can be reached at (815) 455-6330 or by email at [pamela@pamelaalthoff.net](mailto:pamela@pamelaalthoff.net).

Regards,

A handwritten signature in cursive script that reads "pamela althoff".

Pamela J. Althoff  
State Senator, District 32

PJA/cd



## Illinois Labor History Society

430 South Michigan Street  
Room AUD 1851  
Chicago, IL 60605  
312.341-2247  
Email: [ilhs@prodigy.net](mailto:ilhs@prodigy.net)  
[www.illinoislaborhistory.org](http://www.illinoislaborhistory.org)

LARRY SPIVACK  
*President*

THOMAS SUHRBUR  
*Vice President*

MICHAEL G. MATEJKA  
*Vice President*

DEBORAH POPE  
*Recording Secretary*

NICK CHRISTEN  
*Treasurer*



*The purpose of the Illinois Labor History Society is to promote and encourage the preservation and study of labor history of the Illinois Region, to arouse interest in the profound significance of the past to the present, and through these activities to support the growth of a vital labor movement.*

April 14, 2016

Mr. William Furry, Executive Director  
Illinois State Historical Society  
Attention Historical Marker Applications  
5255 Shepard Road  
Springfield, IL 62703

Dear Director Furry:

It is with great enthusiasm that we submit this letter on behalf of the Illinois Labor History Society (ILHS) in support of the sponsor's request for a historical marker at the Old McHenry County Courthouse, Sherriff's House and Jail in Woodstock, Illinois.

The plaque would tell the story of the imprisonment of Eugene V. Debs at this location in 1895, as a result of his leadership of the American Railway Union during their boycott against the Pullman Palace Car Company the year prior. The strike and boycott of Pullman had great national significance. At the time the Railway union was the largest industrial labor organization in the nation. The work action disrupted national rail traffic. The case against Debs for leading the boycott went all the way to Supreme Court, where the landmark decision *In re Debs* set the national standard for labor injunctions. A young Clarence Darrow acted as attorney for Debs during the trial, marking the beginning of his career as perhaps the most significant labor lawyer in United States history. Imprisonment in Woodstock was pivotal to Deb's intellectual development, and materials he read to pass the time while in this jail would shape his career as a politician and advocate for working people.

The ILHS is the oldest state-wide labor history society in the United States. Protecting, preserving and promoting the significant sites of Illinois' rich labor history is core to our mission. We are the deed holder of the Haymarket Memorial, in Forest Park. We successfully supported the effort to place this labor icon on the National Register of Historic Places in 1997. We also led the coalition to erect a memorial at the site of Haymarket Square in Chicago in 2004, and were partners in last year's restoration of the Mother Jones Monument in Mount Olive. Most recently we were a partner in the effort to make Pullman, on Chicago's south side, a National Monument, part of the National Park System.

The proposal for an historic marker will join these, and many other sites, that commemorate Illinois' significant role in the national labor movement. This project is particularly timely given the renewed interest in Pullman due to its recognition as a National Monument. The ILHS Board of Trustees has voted to donate \$200 to the memorial effort. We are pleased to support this important work.

Sincerely,

Dr. Stephanie Seawell-Fortado  
Director, ILHS

Larry Spivack  
President, ILHS

District Office  
1193 South Eastwood Drive  
Woodstock, IL 60098  
(815) 334-0063  
(815) 334-9147 Fax

STATE OF ILLINOIS



Springfield Office  
267-S Stratton Office Building  
Springfield, IL 62706  
(217) 782-1717  
(217) 557-2118 Fax

**JACK D. FRANKS**  
CHAIRMAN • STATE GOVERNMENT ADMINISTRATION  
ILLINOIS HOUSE OF REPRESENTATIVES

April 6, 2016

William Furry  
Executive Director  
Illinois State Historical Society  
Attn: Historical Marker Applications  
5255 Shepherd Road  
Springfield, Illinois 62703

Dear Director Furry:

In 1895, Woodstock, Illinois played an important role in the history of our state and our nation. I am proud to stand with residents and Illinois Labor History Society who are working to commemorate these events by placing a historical marker at Woodstock's Old Jail and Sheriff's House.

The Pullman Strike, one of America's most iconic labor disputes, and the United States Supreme Court's *In Re Debs* decision have roots in Woodstock's Old Jail and Sheriff's House, where Eugene V. Debs was imprisoned for his role in the strike. A historical marker at this site will recognize a moment in history when Woodstock stood at the center of American jurisprudence and the movement for a modern workplace. I am also pleased to note that the Illinois Labor History Society has offered to raise funds to offset the cost of this marker.

I thank you for your thoughtful consideration.

Sincerely,

A handwritten signature in black ink that reads "Jack D. Franks". The signature is stylized and written in cursive.

Jack D. Franks  
State Representative  
63rd District

# McHenry County Bar Association

110 SOUTH JOHNSON STREET, SUITE 210  
WOODSTOCK, ILLINOIS 60098  
(815) 338-9559  
FAX (815) 338-9690  
WWW.MCHENRYCOUNTYBARASSOC.ORG

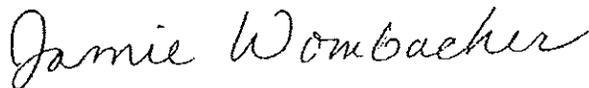
March 16, 2016

William Furry  
Executive Director  
Illinois State Historical Society  
Attn: Historical Marker Applications  
5255 Shepherd Road  
Springfield, Illinois 62703

Dear Director Furry;

The McHenry County Bar Association wishes to support the application to erect a state historic marker at the Sheriff's House/Old Jail to commemorate Eugene V. Debs's imprisonment there in 1895. Besides the very notable presence of Debs, the plaque would also bring to public attention the importance of the United States Supreme Court decision, *In re Debs*, that sent Debs to Woodstock Jail.

Sincerely,



Jamie Wombacher  
2015/16 MCBA President



City of  
**WOODSTOCK**

Old Courthouse and Sheriff's House

Advisory Commission

121 West Calhoun Street

Woodstock, Illinois 60098

phone 815.338.4305

[b&zdept@woodstockil.gov](mailto:b&zdept@woodstockil.gov)

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

April 18, 2016

William Furry, Executive Director  
Illinois State Historical Society  
Attn. Historic Marker Applications  
5255 Shepherd Road  
Springfield, IL 62703

Dear Mr. Furry:

The City of Woodstock's Old Courthouse and Sheriff's House Advisory Commission is pleased to submit this letter in support of a historical marker recognizing the historic significance of the Old McHenry County Courthouse, Sheriff's House and Jail.

A historical marker at the site will bring further attention to the City's very significant undertaking to preserve and restore the pre-Civil War Courthouse, an iconic symbol of democracy and justice, and the Sheriff's House and Jail where Eugene V. Debs was afforded unique opportunities to publicize the plight of the American railway worker which very likely would not have occurred, had he been imprisoned anywhere else.

Thank you for your consideration. If you have any questions or need further comment, I can be reached at 815-334-4560 or by email at [DASandquist@co.mchenry.il.us](mailto:DASandquist@co.mchenry.il.us).

Sincerely,

Dennis Sandquist  
Chairman  
City of Woodstock Old Courthouse and Sheriff's House Advisory Commission