

Village of Glen Ellyn

**Management Team Monthly
Report Packet**

March 2011

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MONTHLY REPORT

March 2011

PATROL

Calls for Service

Glen Ellyn Police handled 3734 calls for service during the month of March. A call for service, simply put, is any sort of activity police personnel perform which is logged through DuComm (dispatch). Incidents in this category are representative of events, either dispatched or officer initiated. Calls for service include criminal, non-criminal and administrative activity.

	Mar 11	Mar 10	11 YTD	10 YTD
Calls for service	3734	3893	10,392	10,808

Traffic

The following table illustrates the traffic activity generated by the patrol division in March 2011.

	Mar 11	Mar 10	11 YTD	10 YTD
Traffic Citations Issued	435	387	1148	1150
Traffic Warnings Issued	506	457	1257	1183
Traffic Crash Reports	37	48	193	172
DUI	15	11	42	31

INVESTIGATIONS

There were 34 new cases assigned to Detectives in the Investigations Division during the month of March. The chart below shows the case dispositions that were developed during the reporting month followed by a narrative sampling of the cases managed by the investigation division:

Felony Arrests	Misdemeanor Arrests	Ordinance Tickets	Juvenile Dispositions
3	2	6	2

Residential Burglary

On March 18, a resident in the 100 block of Sunset reported their home had been burglarized. The resident reported during the course of the night unknown person(s) entered their home and removed keys to their vehicle. The vehicle was then stolen. This case is currently under investigation.

On March 28, a resident in the 100 block of Brandon reported their home had been burglarized. The victim stated an unknown offender(s) removed several pieces of jewelry. This case is currently under investigation.

Commercial Burglary

On March 14, a merchant from the 400 block of Main St. reported unknown subjects had burglarized their business, taking the cash register and its contents. This case is currently under investigation.

Deceptive practice

On March 17, employees at Wendy's called police after discovering a customer had attempted to pass a counterfeit \$100 bill. They reported the suspect completed a nominal food purchase and presented a \$100 bill for payment. She received her change and then asked the cashier for change a second \$100 bill. The cashier became suspicious and determined the currency was counterfeit. The cashier recovered the money belonging to the restaurant, and the customer left. This case is currently under investigation.

On March 23, a resident of 1198 Royal Glen reported an attempted scam involving the internet website *Craigslist*. The victim had previously posted items for sale on *Craigslist* and then corresponded with a prospective buyer. After a sale price was agreed upon, the victim received a check which was thousands of dollars greater than the agreed upon sale price. The victim was able to determine the check was counterfeit, and made no attempt to process it through his bank. This attempt is a common ploy used to defraud unsuspecting individuals of funds or property over the internet.

Theft

On March 10, three different Glenbard West students reported property had been taken from locked lockers while the victims' victims attended gym class. The offender is unknown.

On March 14, a resident at 22 N. Main reported the theft of a lap top computer. The suspect in this case is known by the victim and the case is currently under investigation.

On March 16, a female student at Glenbard West reported her *I-pod Touch* was stolen during her gym class. The offender is unknown at this time.

On March 22, a Glenbard West student reported the theft of an *I-pod*. The victim reported the theft occurred while he and other classmates stepped out of the classroom.

On March 22, a Glenbard West student left a backpack unattended in Beister Gym. The backpack was stolen a short time later.

Attempted Sexual Assault

On March 15, a resident in the 100 block of Tanglewood Drive reported he was attacked while walking home from the Baker Hill retail center on Roosevelt Rd. The male victim reported a male attacker forced him to the ground and attempted to sexually assault him. The victim struggled with the offender, who then fled the area on foot. The victim reported this incident the following day after police had contact with him on an unrelated matter. This case is under investigation.

Possession of Cannabis

On March 2, an employee of Glenbard West High School observed a student putting a suspicious box into a locker. The school administration was notified and determined the box contained cannabis. A subsequent investigation involving a police officer assigned to the school led to the identification of the owner of the box. This case has been processed in accordance with the Juvenile Court Act.

On March 7, the police officer assigned to Glenbard West High School was informed a former student was on school property. This individual had been previously warned not to return to the school grounds. The student was located and arrested, and subsequently charged with criminal trespass and possession of cannabis.

Battery

On March 1, a Glenbard West Student battered a classmate after the two made comments to each other. The student was removed from the classroom and brought to the police station, and the incident was process in accordance with the Juvenile Court Act.

Identity Theft

On February 24, a resident in the 900 block of Highland reported her *Sam's Club Discover Card* was compromised by an unknown offender(s) who completed numerous online transactions. Merchandise charged to the victim' card was shipped to Florida. In the course of determining the jurisdiction of authority, a Pennsylvania resident was identified as a victim of the same offender(s). Both victims' credit cards were determined to have been used in the Pittsburgh area. This case was referred to the appropriate law enforcement jurisdiction.

On February 28, a resident in the 800 block of Ellynwood reported an identity theft when their debit card was compromised and used on-line. Skin care products and a computer were purchased outside the jurisdiction of Glen Ellyn. This report was forwarded to the jurisdiction of authority.

On March 4, a resident in the 500 block of Revere reported an identity theft. Unknown persons accessed the victims' checking account, completing multiple withdrawals at locations throughout Chicago. The identity theft report was forwarded to Chicago Police, as they are the jurisdiction of authority.

On March 26, a resident in the 100 block of Brandon reported an identity theft when he discovered various financial accounts were opened in his name along with his personal identifiers. This case is currently under investigation.

Unlawful Acquisition of a Controlled Substance

On March 22, police officers responded to Walgreens at 840 N Main for the attempted unlawful acquisition of a controlled substance. A subject claimed to be affiliated with a medical clinic and ordered in a fraudulent prescription for a controlled substance. When she saw the employees had become suspicious, the subject left the store without receiving the drugs. This case is currently under investigation.

Unlawful Use of a Credit Card

On March 18, the resident in the 400 block of Kenilworth came to the PD to report the unlawful use of their credit cards. The victim suspected a family member had taken her credit card and used it to complete purchases in Bloomingdale. This case is currently under investigation.

CRIME REPORTING

The following table further defines the Department's response to criminal activity. The data includes activity that is reported to the State of Illinois through monthly Uniform Crime Reports (UCR) as well as all other criminal and quasi-criminal activity that is not required for reporting to the State. The criteria used for UCR reporting is more restrictive and would not reflect the broad range of activity to which our personnel respond.

<i>Reporting Category*</i>	Mar 11	Mar 10	11 YTD	10 YTD
Homicide	0	0	0	0
Criminal Sexual Assault	0	0	1	0
Robbery	1	0	1	0
Battery	9	7	22	17
Burglary	3	3	14	11
Theft/Deception	34	30	83	95
Motor Vehicle Theft	1	0	4	1
Arson	0	0	0	0
Criminal Damage or Trespass	11	23	32	49
Deadly Weapons	0	0	0	0
Sex Offenses	1	1	3	3
Offenses Involving Children	8	4	15	13
Drug Offenses	14	12	33	24
Liquor Control Act	9	4	15	6
Disorderly Conduct	12	19	42	43
Other Criminal Offenses	20	28	61	74
Crisis Intervention	29	39	78	100
Death/Suicide Investigations	3	6	5	13
Missing Persons	2	1	6	3
Miscellaneous Services	64	82	172	182
Medical Assists	122	104	327	301

**The number of incidents within each category is determined by the most significant act as determined by the officer who documented the incident. For example, an armed robbery involving the use of a gun will only show as one offense within the robbery category; it will not also be counted as an event in the Deadly Weapons category and the Theft category.*

COMMUNITY EDUCATION

Officer Tom Staples continues to serve as the Department's Community Education Officer. His primary responsibilities include DARE™ instruction, facilitating the **Citizen Police Academy**, and the delivery of various **Elderly Service Officer** (ESO) programs. During the month of March, Officer Staples:

- Led a SALT presentation at Glen Ellyn Women's Club.
- Taught DARE™ lessons at St. Petronille, Lincoln, and St. James schools.
- Proctored a Too Good for Drugs™ lesson series at Parkview Elementary.

Chief Norton hosts **Coffee with the Cops** on the first Saturday of each month. This is an informal public outreach opportunity for residents and other interested individuals to discuss neighborhood concerns, learn about other Department programs, or otherwise learn about specific police duties and responsibilities.

TRAINING

The Department maintains a continuous commitment to providing training for all of our personnel in order to maintain present skills, develop specialized abilities, and to further educate and prepare them to maintain the highest standards of our profession. The Department training program is based upon a risk management perspective, prioritizing first the circumstances involving high risk/high frequency, and then addressing potential situations categorized as high risk/low frequency. The following chart records the training assignments for the reporting month.

DATE	PERSONNEL	COURSE TITLE	HOURS	TOPIC
3/1	Monson, Smith	Death Investigation	16	Cook County Coroner
3/2	All Sworn	Range	1	Patrol Rifle
3/4	Baki, Cusack, Holstead	ILEAS WMD/SRT	8	Monthly drills
3/7	Scuito	Juvenile Officer	40	Basic certification
3/7	Holstead	Advanced DUI	16	Case preparation
3/8	All Sworn	Active Shooter	8	Critical Incident Response
3/9	Sergeants	Mentoring	8	Development of personnel
3/10	Baki/Holstead/Cusack	DCSO Special Ops	8	Team training
3/16	All Sworn	Range	1	Patrol Rifle
3/17	King/Vavra	Narrow Road	8	Leadership seminar
3/18	Baki, Cusack, Holstead	ILEAS WMD/SRT	8	Monthly drills
3/21	Monson	Homicide	40	Certification course
3/23	C. Nemchock	Breath Operator	8	Certification
3/24	Baki/Holstead	DCSO Special Ops	8	Team training
3/29	Vavra	Critical Incident	24	Response tactics
3/30	J. Nemchock	Crime Scene	8	Evidence Technician skills



Month in Review

MARCH 2011

CMAP Projections

The Planning and Administration teams met with staff from the Chicago Metropolitan Agency for Planning (CMAP) on March 8 to discuss future growth and population projections for the Village. Staff shared information about potential changes to Village boundaries between now and 2040. Projections were based on existing conditions and expectations of future development and annexations. The resulting projections provided by CMAP estimate increases in population, number of households and employment over current levels. A map depicting projected future Village land use and boundaries is attached to this report. CMAP's 2040 projections for Glen Ellyn are as follows:

- 2040 population: 33,619
- 2040 households: 12,888
- 2040 employment: 11,087

Glen Crest Annexation Agreements Adopted

The Village Board approved 89 annexation agreements in the Glen Crest North and South neighborhoods at their March 28 meeting. These properties are in unincorporated Glen Ellyn and had been receiving Village water and sanitary sewer under a 1978 agreement, which had expired. It is the Village's policy to either annex unincorporated properties or enter into annexation agreements as a condition of allowing connection to Village utilities. The Department mailed annexation agreements to property owners in September, and held meetings for residents in October. With the approval of the Glen Crest agreements there are now roughly 150 properties in the area that have valid annexation agreements and which are contiguous to the Village limits. However, the Department doesn't expect to work on the actual annexation of these properties for another 1-2 years. A map depicting the Glen Crest North and South subdivisions as well as other properties in the area with valid annexation agreements is attached.

Website Enhancements

The Planning and Development Department is in the process of updating its website to make it more informative and customer friendly. Several updates have recently been made to the arrangement of applications and Department information. An "Opening a New Business" link was created, which links to many of the applications and other information a new business might need. These include building and sign permit applications, indoor live entertainment permits, outdoor beautification information and license agreement applications and brochures on both downtown parking and business promotional activities. The Department would like to thank Lori Gloude for her efforts to make these website enhancements. The Department will continue to work on its website to make it easier for residents, business owners, developers and others to navigate.

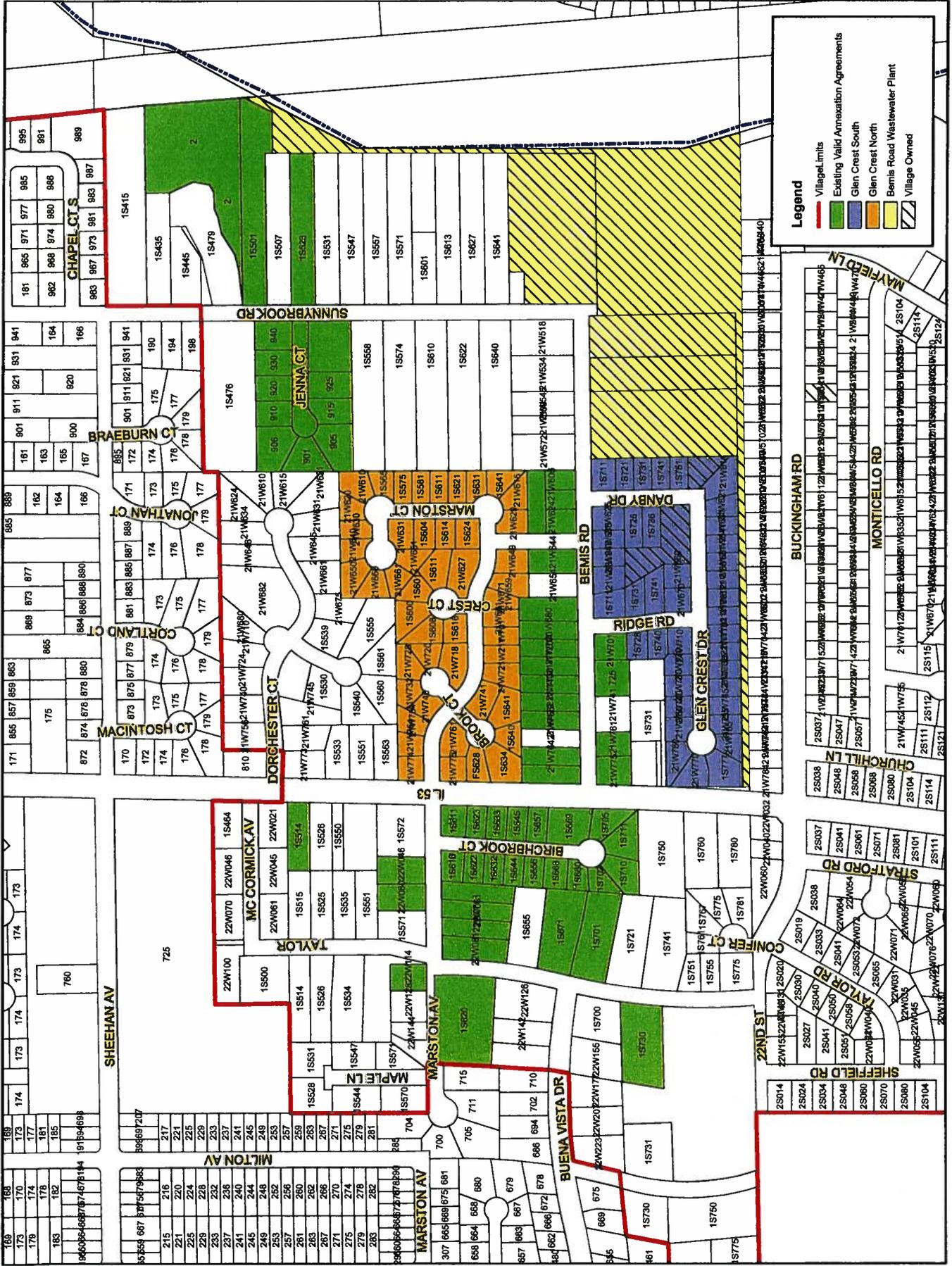
P&D COURT CASES FOR MARCH:

- 675 Roosevelt: Unsanitary conditions. Fined \$100. Sewer work without a permit. Fined \$50.
- 636 Harding: Building an addition without a permit. Case continued.

EIFS Presentation

Building and Zoning Official Joe Kvpil gave a presentation at the March 9 meeting of the Architectural Review Commission regarding Exterior Insulated Finish Systems (EIFS). The presentation included an overview and history of EIFS, common issues with the product and how Commission members might handle future requests to include EIFS in a project. The Village's *Appearance Review Guidelines* currently discourage the use of EIFS as a primary building material due to quality and character issues as well as maintenance and durability concerns. The Village expects to pass a new building code in 2011, which would increase the insulation required on outside building walls. This may increase the prevalence of projects proposing to use EIFS. The presentation served as an educational session in light of this potential increase in proposed use.

Annexation Agreements



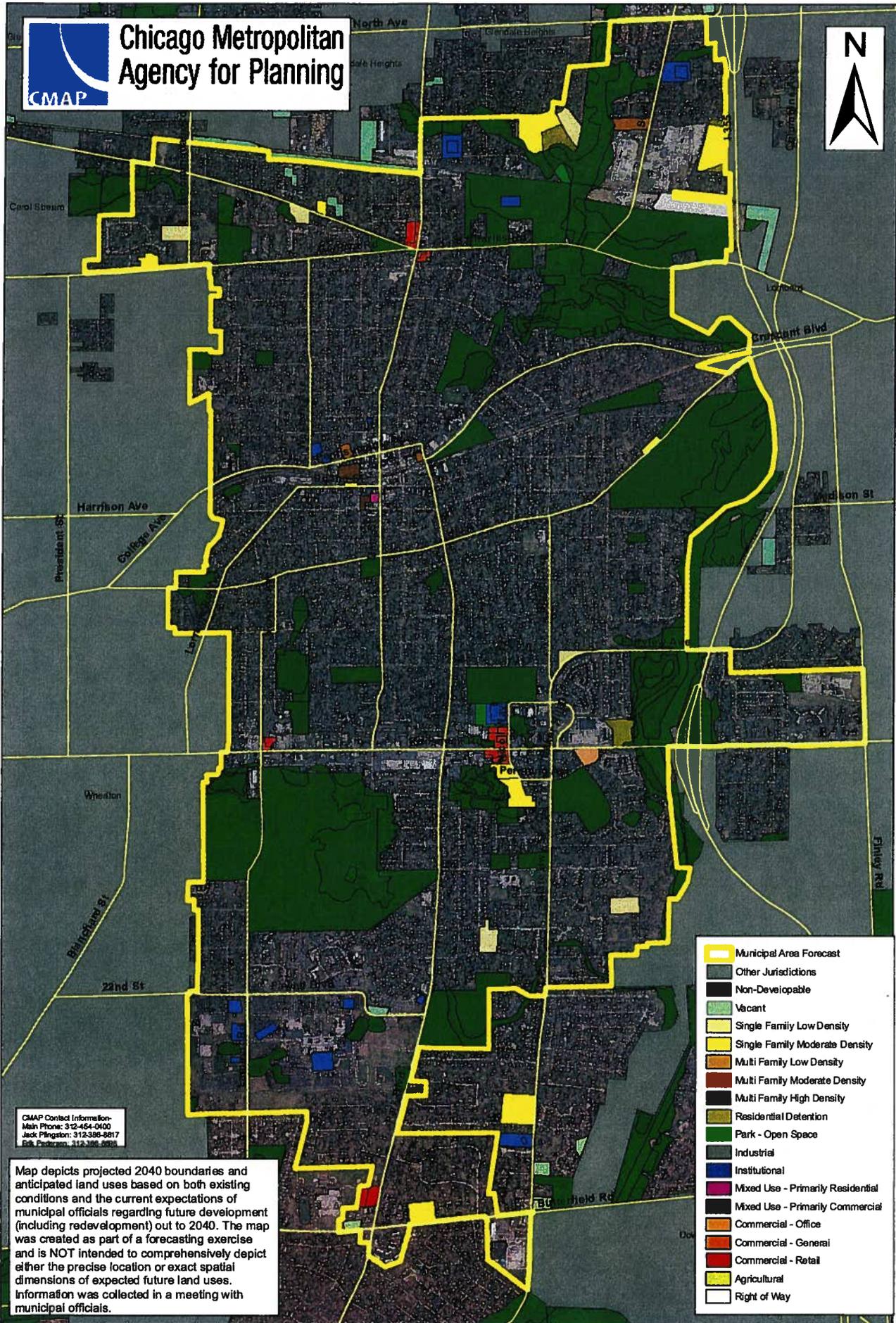
Legend

- Village Limits
- Existing Valid Annexation Agreements
- Glen Crest South
- Glen Crest North
- Bemis Road Wastewater Plant
- Village Owned

Prepared By: Michele Stegall
 Date: March 17, 2011



Future View session w/ Glen Ellyn 3/8/11



Chicago Metropolitan Agency for Planning
CMAP



- Municipal Area Forecast
- Other Jurisdictions
- Non-Developable
- Vacant
- Single Family Low Density
- Single Family Moderate Density
- Multi Family Low Density
- Multi Family Moderate Density
- Multi Family High Density
- Residential Detention
- Park - Open Space
- Industrial
- Institutional
- Mixed Use - Primarily Residential
- Mixed Use - Primarily Commercial
- Commercial - Office
- Commercial - General
- Commercial - Retail
- Agricultural
- Right of Way

CMAP Contact Information:
 Main Phone: 312-454-0400
 Jack Pfingston: 312-386-8617
 Risk Program: 312-386-8609

Map depicts projected 2040 boundaries and anticipated land uses based on both existing conditions and the current expectations of municipal officials regarding future development (including redevelopment) out to 2040. The map was created as part of a forecasting exercise and is NOT intended to comprehensively depict either the precise location or exact spatial dimensions of expected future land uses. Information was collected in a meeting with municipal officials.



**PLANNING AND DEVELOPMENT DEPARTMENT
MONTHLY REPORT
March 2011**



	March 2011	2011 YTD	2010 Actual
Total Building Permits Issued	106	179	1231
New Single Family dwelling	1	2	13
New Multi-family dwelling	0	0	0
New Commercial building	0	0	4
Additions and Alterations Single-family	19	34	162
Additions and Alterations Multi-family	0	0	0
Demolitions	0	2	14
Additions and Alterations Commercial	7	12	38
Accessory Structure/Miscellaneous	79	129	1000
Total Estimated Construction Value (millions)	\$1.91	\$3.85	\$72.33
Certificates of Occupancy (TCO & CO)	0 TCO; 2 CO	2 TCO; 5 CO	5-TCO; 14-CO
Stormwater Permits Issued	2	4	21
Demolition Permit Applications	4	5	16
Sign Permits Issued	1	3	35
Banner Sign Permits Issued	3	6	29
Total Inspections Conducted	491	1311	5197
Building Inspections	309	919	3287
Exterior Appearance/Ordinance Inspections	2	3	15
Elevator Inspections	32	34	106
Fire Inspections	0	0	58
Grading/Stormwater Inspections	31	51	264
Drainage Inspections/Complaints	33	37	371
Landscape Inspections	0	1	18
Property Maintenance Inspections	54	139	1071
Site Inspections	31	128	378
Total Development Applications Acted On	0	2	33
Exterior Appearance	0	0	4
Planned Unit Development	0	0	1
Sign Variation	0	0	5
Special Use Permit	0	0	7
Stormwater Variation	0	0	0
Subdivision	0	0	0
Zoning Map Amendment	0	0	0
Zoning Text Amendment	0	0	4
Zoning Variation	0	2	10
Administrative Approvals	0	3	4
Consolidations, 2-Lot Subdivs & Land Transfers	0	1	1
Promotional Event	0	0	1
Ordinance Extension	0	0	2
Indoor Live Entertainment	0	2	NA
Pre-Existing Special Use	0	0	0
Misc. Ordinances/Resolutions Acted On	1	4	16
FOIA Requests Processed by Department	10	29	NA
Annexations Approved	0	0	0
Annexation Agreements Approved	89	89	34
Recapture Agreements Approved	0	0	0
Violation Letters Issued (prior to citation)	75	263	274
Citations Issued	0	1	13
License Agreements Approved	5	5	7



**PLANNING AND DEVELOPMENT DEPARTMENT
DEVELOPMENT CASE, ANNEXATION AND SPECIAL PROJECT STATUS
AS OF MARCH 31, 2011**

CASE/DEV. NAME (APPLICANT)	DESCRIPTION OF PROPOSAL	ARC REVIEW (DATES/MTGS.)	PC REVIEW (DATES/MTGS.)	ZBA REVIEW (DATES/MTGS.)	VB REVIEW (DATES/MTGS.)	COMMENTS AND REVIEW STATUS
767 Chidester Avenue	Special Use Permits, Zoning Variations, ZMA, Minor Subdivision, etc., to allow construction of 2 single family homes. Home proposed on rear lot is in floodplain/wetlands and zoned CR.	NA	Public hearings 7/13/2006, 8/10/2006 and 4/12/2007, 10-o recommendation to deny	NA	5/21/2007 Work-shop	Waiting to hear how petitioner plans to proceed. Made inquiries about alternate proposals in 2007 and 2008. Property is currently for sale.
Cottage Avenue Water Tower, Public Works utility antenna	Special Use Permit for public utility antenna	NA	Pending	NA	Pending	Submission received 7/23/2010. On hold.
578A Duane Street, DuPage Neurology & Wellness Center	Sign Variation	Est. 2/10/2010	NA	NA	Pending	Partial application received 12/11/2009. Awaiting Resubmittal.
Goodrich Court Subdivision	5-lot Subdivision and Annexation	NA	Pre-ap 8/12/2004, Pre-ap 4/28/2005, Pre-ap 10/27/2005	NA	Pending	Awaiting Resubmittal. Last review sent 12/3/2007. Spoke to in mid July 2009, project on hold but does not currently plan to withdraw.
556 Lowden Avenue	Special Use Permit for Church	NA	Pending	NA	Pending	Illegal church operating in home. Awaiting submission.
488-490 Main Street, Marcel's Culinary Experience	Exterior Appearance application for facade	3/9/2011, Recommended approval 7-o.	NA	NA	4/11/11	
Memorial Park	Variations for lights and accessory structures	NA	Pending	NA	Pending	Preliminary review comments on potential variations issued 12/21/2010. Awaiting submission of updated plans. Permit plans received in March for tennis court replacement.
333 N. Park Boulevard	Residential zoning variation for addition and porches	NA	NA	3/22/2011, unanimously recommended approval	4/25/11	
11182 Park Boulevard	Annexation, Zoning Map Amendment, Zoning Text Amendment, Special Use and Right-of-Way vacations for Construction Company.	NA	Pending	NA	Pending	Submittals list and applications sent to petitioner 1/26/2009. Waiting for submittal.
475 Pennsylvania Avenue, Barone's	Exterior Appearance and Sign Variations	Pre-application meeting 3/24/2010	NA	NA	Pending	Awaiting submission of formal application.
501 Pennsylvania Avenue	Special Use Permit for Office Center	NA	Pending	NA	Pending	Partial application submitted 1/21/2011. Review letter sent 2/7/2011. Awaiting resubmission.
454 Roosevelt Road, Giordano's	Revised exterior appearance and sign variation application	4/13/2011	NA	NA	Pending	Review letter issued 11/30/2010. Awaiting resubmission. Follow-up letter sent 1/3/2011. Three signs on property installed in violation of previously approved variations and building not constructed in accordance with approved exterior appearance. Follow-up letter mailed 2/28/2011 requiring submission by 4/1/2011 to avoid enforcement action. Submission received 3/23/2011.
631 Roosevelt Road, Shell/Circle K	Exterior Appearance and Sign Variations associated with rebranding of the site to recognize Circle K as the new owner of the convenience store.	Pending	NA	NA	Pending	Awaiting submission. The planning and police department teams met with a representative for the petitioner on January 19 to discuss the exterior appearance and sign variation process and encourage the owner to relocate the Park Boulevard access drive due to traffic safety issues. The owner has since verbally agreed to move the Park Boulevard access drive further south.

631 Roosevelt Road, Shell/Circle K	Special Use Permit for Outdoor Sales and Storage	NA	Public hearing 3/10/2011, recommended approval 10-1	NA	4/11/11		Property owner reconsidering project due to floodplain issues. Met with onsite with owners on 4/4/2011 to discuss alternatives to move the project forward. Application originally scheduled for 1/21/2011 public hearing and put on hold due to lease issues. Received request on 3/16/2011 to reschedule hearing. Partial application received on 3/4/2011. Review letter sent 3/16/2011.
650-690 Roosevelt Road, Pickwick Place Shopping Center	Reconstruction of front building	Pending	Pending	NA	Pending		
682 Roosevelt Road, Pickwick Place Shopping	Sign Variation to accommodate new tenant	4/13/2011	NA	NA	Pending		
435 Taft Avenue, DuPage Family Eye Clinic	Exterior appearance application for new eye clinic	Pending	NA	NA	Pending		
Wahlgren Court	Subdivision approval for 16-unit workforce housing (CHAD) project in unincorporated DuPage County	NA	Pre-application 7/26/2007	NA	Pending		Awaiting submission of formal application. Have received preliminary County approvals. However, stormwater issues at County have caused the delay in submitting an application to the Village. Heard petitioner now looking to sell property and/or project. Met with CHAD and County Representative on July 30. Expect submission in near future. Property is for sale.
ANNEXATIONS							
22W500 Ahlstrand	Annexation	NA	NA	NA	Pending		Part of AEE Subdivision, received partial application, fees and escrow. Plat has been revised. The renters are putting the material together, but we still need the owner's signature on a number of documents. A pending divorce between the owners has put the application on hold.
NWC of Park and Butterfield	Annexation agreements to replace expired agreements with School District 87 office building and Village Theatre.	NA	NA	NA	Pending		Draft agreements for both properties prepared. Undergoing internal review.
Glen Oak Country Club	Annexation w/an Agreement for a strip of Country Club Property adjacent to Hill Avenue.	NA	NA	NA	Pending		Property owner has expressed renewed interest in entering into an agreement and submitted a revised agreement to Village for review. Meeting held on 3/24/2011 with Country Club representatives. Country Club proposing to pay 100% of cost of water main construction to their entrance.
Hill Avenue Annexations	Annexation agreements with Elliot Property located east of the Glen Oak Country Club and the Industrial property across the street	NA	NA	NA	Pending		Draft agreements prepared for Elliot property and delivered on 7/16/2010. Draft agreements for the two industrial properties on the north side of Hill Avenue delivered on 8/30/2010. Staff met with Mr. Elliot on 8/18/2010 to discuss terms of agreement. Follow-up email sent to 3 property owners on 9/30/2010. Follow-up letters sent on 3/3/2011.
NEC of Five Corners	Annexation and Annexation Agreements for Properties in 4-block area northeast of 5-corners.	NA	NA	NA	Pending		Received 7 annexation petitions and interest from 9 other property owners. Decided on R2 zoning based on neighborhood input at previous Plan Commission meeting. Neighborhood meeting held on 3/15/2005 where conservative utility costs were shared. Need to set up another neighborhood meeting and prepare updated and more realistic utility costs.
NWC Five Corners	Annexation of neighborhood north of St. Charles, south of the Great Western Trail, west of Evergreen and east of Mildred.	NA	NA	NA	Pending		Some utility information and costs received.
Marston and Bemis Road Area	Annexation of properties with existing annexation agreements	NA	NA	NA	Pending		Annexation agreements with 32 properties approved in 2010. Next phase to proceed with annexation of properties.

Glen Crest Subdivision (North)	Renewal of previously approved but never fully executed annexation agreements for more than 40 properties along Marston Avenue, Marston Court, Brook Court, Lorry Court and Crest Court being served by Village water and sanitary sewer since roughly 1975.	NA	NA	NA	3/28/2011 meeting	Agreements mailed in early October. Neighborhood meeting held on 10/20/2010. Final notices sent to 3 property owners on 2/1/2011. By end of February 49 of 49 agreements signed and returned. Water turned off on one property before agreement signed. All 49 agreement approved on 3/28/2011.
Glen Crest Subdivision (South)	Renewal of previously approved but never fully executed annexation agreements for more than properties along Glen Crest Drive, Ridge Road and Danby Road being served by Village water and sanitary sewer since roughly 1975.	NA	NA	NA	3/28/2011 meeting	Agreements mailed in early October. Neighborhood meeting held on 10/21/2010. Final notice sent to one property owner on 2/4/2011. By end of February 40 of 41 agreements had been signed and returned. Outstanding property given an extension due until 4/14/2011 to ownership change. Forty agreements approved on 3/28/2011. Staff is following up with the remaining property owner.
Sunnybrook Estates	Annexation of Sunnybrook Estates Subdivision.	NA	NA	NA	7/12/09	Need to evaluate several potential annexation routes and select one to pursue. Amendment to Ordinance approving annexation agreement approved on 7/12/2010 allowing the agreement to be executed.
Swift Road	Annexation of properties contiguous to Glen Eilyn with annexation agreements.	NA	NA	NA	Pending	
COMMENTS AND REVIEW STATUS						
AEE Fire District Reimbursements	Letters sent in April of 2009 requested reimbursement from property owners for payments to Lisle Woodridge Fire Protection district per the terms of annexation agreements. Follow-up letters sent. No payments received to date. Letters mailed on December 3, 2009 informing owners that payment must be received or payment arrangement entered into.					
Brochure - Starting a Business in Glen Eilyn	Third draft complete. Awaiting review and finalization.					
Building Code Updates 2009	Evaluate the existing building codes and identify new building, fire, and life safety codes that address the needs of the Village. Life safety code and property maintenance code approved by Village Board at 8/23/2010 meeting. Fire code approved at 10/25/2010 Village Board meeting. Fire sprinkler requirements approved at 1/24/2011 Village Board meeting. The 2009 building code and amendments are scheduled for presentation to the BBA at the 4/4/2011 meeting.					
CMAP Application	Application submitted to CMAP for staff assistance with comprehensive update of downtown zoning district regulations and visioning and zoning amendments for Stacy's corners. CMAP received over 220 applications and only 6 were successful. Response received in mid-March that Glen Eilyn's applications were not selected for assistance.					
College of DuPage	Department staff continues to work with the Village Board, Village Manager and Village Attorney regarding this issue.					
Community Branding	Discussed with Village Board at April 26 meeting as it relates to the implementation of the downtown plan. Direction received to begin research into undertaking a community branding effort.					
CRS Membership	An application for membership into FEMA's Community Rating System (CRS) program was submitted on February 2, 2011. Preliminary indication received that we will likely be approved to be entered into the program with a level 8 rating, which would translate into a 10% flood insurance rate reduction for residents.					
807-817 Crescent Right-of-Way Vacation	Vacation of improved right-of-way bisecting the rear yards of 807-817 Crescent Boulevard. Affected property owners planned to enter into a reciprocal access easement agreement and have reached an impasse in regard to the terms of the agreement. Staff from the Public Works and Planning and Development Departments met with the property owners on August 26, 2010 to answer questions about the impact various options would have on the properties and to try to facilitate an agreement. Public Works and Planning met with one of the property owners and their attorney on 3/31/2011 and will be contacting remaining owners to try to reconcile outstanding issues and move the project forward.					
Downtown Historic District	Discussed at the 11/18/2010 Historic Preservation Commission meeting and decided to proceed with the creation of a national historic district in the downtown. A walk through of the downtown with a representative from the National Trust for Historic Preservation occurred in mid-December. A second walk through of the downtown with Historic Preservation Commission Chairman and one Commissioner took place in February. Other Commissioners hope to do a walk through in March and to take pictures and video of the downtown and downtown buildings.					
Elevator Inspection Bids	RFP issued to three service providers on 3/11/2011. Bids due 4/1/2011.					
Exmoor Right-of-Way Vacation	Vacation of right-of-way to property at 165 Exmoor Avenue. Plat of vacation currently under review along with sidewalk, storm sewer, parkway tree and other issues related to the associated construction of a new home on the property. Tentatively scheduled for 4/25/2011 Village Board meeting.					
Evaluation of Northside Regional Detention Stormwater Alternatives	Revised report and analysis of potential alternate sites submitted by engineering consultant on 8/28/2009. Recommendation to be forwarded to Village Board in near future.					
Glenbard Wastewater, Bemis Road, Clearwire Antenna	Draft license agreement prepared to allow antenna on GWA property which is owned by the City of Lombard and in Glen Eilyn's planning jurisdiction. Agreement was forwarded to Clearwire. Staff is awaiting a response.					

Glenbard Wastewater, Bemis Road, At&T Antenna	Awaiting submission of escrow. Village attorney will then draft a license agreement.
Lincoln Avenue Right-of-Way Vacation	Request received to consider vacation of Lincoln Avenue right-of-way located between 755 and 767 Chidester Avenue. The planning team met with one of the property owners on 10/17/2010 and reviewed the proposed terms of vacation. Village staff is awaiting a response.
Lombard Boundary Line Agreement	Discussed at 1/10/2011 Village Board workshop. Draft agreement sent to Lombard on 1/21/2011 and notice prepared and published in anticipation of potential Village Board action at 2/14/2011 meeting. Response letter from Lombard received on 1/27/2011. Amended request from Glen Elynn sent to Lombard on 1/31/2011. Response received from Lombard on 3/9/2011 and under review.
Redevelopment Sites Map	Work continued in December on a new redevelopment site map. Creation of the map is one of the top strategic planning goals adopted by the Village Board. Draft maps completed in February and undergoing internal review.
Sign Code Update	ARC discussed potential amendments at June 3, 2009 meeting. Surrounding community survey complete. Second draft of Code complete and undergoing internal review.
Utility Connections	Reminder letters sent to 7 property owners required by annexation agreements to connect to Village utilities in February 2011 and one additional property owner with a past due connection date. A majority of the property owners are working with Public Works and connection dates were extended until spring due to weather.
Utility Payments	Follow-up with 4 property owners on Valley Road and in Arboretum Estates East with past due utility payments. As of January, payment has been received from two properties.

VILLAGE OF GLEN ELLYN PUBLIC WORKS DEPARTMENT MONTHLY REPORT

March 2011

ADMINISTRATION

The admin team processed and entered results into MUNIS and the Tree Preservation Tracking Program and provided copies to the applicant and/or the Building and Zoning Department for:

- 17 tree preservation plans and parkway tree permit applications
- 3 plan re-submittals
- 7 tree fence and root pruning inspections
- 8 refunds of deposit

Sixty-seven parkway trees were scheduled for removal; letters were prepared and mailed to residents informing them of the pending removals. In addition, sixty tree removals were completed as well as 120 trees pruned. The pending and completed removals as well as the 120 trees pruned were entered into CartêGraph and Excel spreadsheets.

The admin team updated tree inventory in Cartegraph and excel spreadsheets to reflect thirty-six parkway planting space additions.

174 trees were ordered from five Suburban Tree consortium nurseries for planting in May.

ENGINEERING

Projects in Construction Phase

BRAESIDE LIGHTING PROJECT – Contractor: Utility Dynamics (pending) (Value of Contract = \$522,000)

Bids were received on March 31, 2011 for the project to construct a new lighting system in the Braeside subdivision east of I-355 and north of Roosevelt Road. Utility Dynamics Corporation of Oswego submitted the lowest of 11 bids in the amount of just under \$475,000 or about 25% below

the engineer's estimate. Contract award is anticipated to occur on April 11 as well as approval of Civiltech for construction phase engineering oversight in the amount of \$65,000. The preconstruction conference will be conducted around April 20. Fifty percent of construction costs will be borne by a Community Development Block Grant, up to a maximum of \$300,000.

SUNSET/TURNER IMPROVEMENTS PROJECT –

Contractor: R.W. Dunteman

(Value of Contract = \$2,400,000)

Ten bids were received on March 17, 2011. The low bid from Dunteman of just under \$2,240,000 was nearly 30% below the engineer's estimate. The Village Board approved the contract award to Dunteman at their March 28, 2011 meeting. Also at that meeting, a contract with Civiltech for engineering services during construction in the amount of \$300,000 was approved. The preconstruction conference was held on April 7. Project construction is anticipated to begin during the week of April 25. A public information meeting will be held this month to discuss construction phase activities and issues.

Projects in Design/Bidding Phase

CRESCENT BOULEVARD SIDEWALK EXTENSION –

Engineer: Pavia-Marting

The project could feasibly be constructed this year as the capital budget appears to be in good shape based on recent bidding; staff will wait until summer to decide. The plans still require final review.

ESSEX COURT/GRAND/LAKE IMPROVEMENTS –

Engineer: Rezek, Henry

Pre-final project plans were submitted by the consultant for staff review in March. The project is on track for a May letting.

HAWTHORNE IMPROVEMENTS PROJECT -

Engineer: to be determined

Written qualifications materials submitted in mid-March by nine consultants have been reviewed. A recommendation to retain Engineering Resource Associates of Warrenville for the project design engineering contract will be made to the Village Board at the April 11 meeting.

HILL AVENUE WATER MAIN EXTENSION –

Engineer: Walter E. Deuchler

The IEPA has completed its review of the sanitary sewer system facility and environmental impact plan. The public comment period for the sanitary sewer and water distribution system plans will be combined, with a public hearing to be conducted sometime in May or June.

LAKE ELLYN OUTFALL CHANNEL REHABILITATION –

Engineer: Burns & McDonnell

Project plans and easements continue to be refined. Discussions with impacted residents have been initiated and are ongoing.

NICOLL WAY LAND BRIDGE REPAIRS –

Engineer: Walter E. Deuchler

Bidding will occur in 2011.

RIGHT TURN LANE ON LAMBERT AT ROOSEVELT –

Engineer: Hampton Lenzini Renwick

The land acquisition process is continuing. The negotiator reports that the offer based on the appraisal values has been sent to the BP Station land owner and is under consideration, with a counteroffer expected soon. An August letting date now appears to be the earliest possible for the project.

Projects in Punch List / Closeout Phase

BRYANT AVENUE/THAIN'S ADDITION –

Contractor: Martam Construction

(Value of Contract = \$6,000,000)

Punch list item work is now underway.

PARK/GE PLACE/PRAIRIE IMPROVEMENTS PROJECT –

Contractor: Brothers Asphalt

(Value of Contract = \$1,200,000)

Discussions are still continuing for an upcoming mediation session to resolve the issue of the appropriate level of liquidated damages and other

project charges associated with the failure to complete the work in a timely fashion.

RIFORD ROAD RECONSTRUCTION –

Contractor: R.W. Dunteman

(Value of IDOT Contract = \$2,452,000; Federal Share = \$1,175,000; County Share = \$191,000; Village Share = \$1,086,000)

The contractor will complete miscellaneous construction and restoration work in April. The engineer has requested additional compensation for needed re-design work undertaken early in the project; a contract amendment is being prepared for Board consideration.

ROSLYN & SCOTT SANITARY SEWER EXTENSION –

Contractor: Lifco Construction

(Value of Contract = \$21,000)

A meeting was held with the contractor in February. It was agreed that the final contract price will be \$21,000 for the project. Pending submittal of required documentation, the closeout paperwork will be prepared and final payment made.

SOUTH PARK BOULEVARD & LAMBERT ROAD LAPP –

Contractor: Geneva Construction

(Value of Contract = \$627,000 = Bid Price, entirely funded by ARRA [stimulus] dollars)

All work is complete on the project. Close-out activities are continuing. It is anticipated that the final project cost will be close to or slightly under the bid price.

Projects Under Contract

SCADA SYSTEM UPGRADE PROJECT –

Contractor: Gasvoda and Associates/Dixie Electric

(Value of Contract = \$125,000 + \$18,000 for antenna installations)

The Public Works team is preparing a package for consideration of a special use permit for a Cottage Tank antenna, pending resolution of use issues associated with the high tank.

BACKUP WELL REHABILITATIONS – Contractor: Well

#5: Layne-Western; Well #6: Water Well Solutions

(Value of Contracts: Well #5 = \$80,500; Well #6 = \$86,000)

For the Well #5 project, close-out paperwork is being prepared. The final project cost was \$55,000.

For Well #6, the first phase of the project has been successfully completed, with the proposed well

protection method of a new and deeper casing pipe confirmed. An IEPA permit for the planned installation of the permanent liner is being prepared.

Engineering Projects

CENTRAL BUSINESS DISTRICT TRAFFIC STUDY –
Engineer: KLOA

The engineer would like to review the project recommendations with staff before presenting the plan to various project stakeholders.

NORTH REGIONAL DETENTION FACILITY –
Engineer: A. McGurr, Ltd.

The CBBEL report on alternative locations should be updated in the near future.

SANITARY SEWER EVALUATION SURVEY –
Engineer: RJN Group, Inc.

The draft project report has been prepared and submitted to the Village.

Maintenance Projects

Public Works staff is working on a variety of fiscal year-based contracts, including FY12 Concrete Spot Repair Program, Saw-Cutting, Material Hauling and Line Striping. Bids were received on April 7, 2011 for the on-call concrete spot repair work. The low bid (of eight received) in the amount of \$68,863 was submitted by Robert R. Andreas & Sons, Inc. of Cicero. Recommendation for contract award for all the projects will be presented for Board consideration at the April 25, 2010 meeting.

EQUIPMENT SERVICES

In the month of March the Equipment Services Division continued to maintain a safe work environment and to follow industry standard safety procedures and Village safety policies. The Division has achieved 1,872 days without a “lost time” accident.

The Equipment Services fuel island dispensed 6,898 gallons of fuel during the month of March. The total included 5,140 gallons of unleaded fuel and 1,758 gallons of diesel fuel.

Facilities repairs performed by the ESD during the month of March included the fabrication and installation of a manual yard gate stop. The electric yard gate operator reset switch was replaced and

the limit switches were adjusted. The ESD also purchased and installed four 275 gallon oil tank gauges with floats and replaced 5 overhead lube system oil meters. A leaking overhead oil reel hose was also purchased and replaced.

Eighty seven work orders were related to the maintenance and repair of Police Department vehicles and equipment. Four tires were replaced on the Sergeants Squad 01 and the brake light wiring was repaired. The door hinges were adjusted and the door was also aligned on Squad 01. The front disc brake pads and rotors; the air bag indicator; and the gun rack clam shell were replaced on patrol Squad02. The emergency light bar power supply; the air bag indicator; and the A/V vault and control console were replaced on patrol Squad 04. The LED traffic director was replaced on patrol Squad 05. A new A/V system; a new laptop computer; and a new dome light were installed in patrol Squad 06. The HVAC blend door actuator and the air bag indicator were replaced on patrol Squad 09 and the A/C system was recycled and recharged. Annual maintenance was performed on patrol Cycle 10 and the PA microphone was repaired. The tires were replaced on CSO truck 11 and the front bumper cover was replaced on patrol Squad 19. Old patrol Squad 19 was decommissioned and prepared for public auction. Numerous chassis and emergency lighting repairs were made and a number of tire repairs were also performed on various police vehicles. All PM’s were completed on time.

Sixty Five work orders were related to the maintenance and repair of the Glen Ellyn Volunteer Fire Company’s vehicles and equipment. The emergency strobe light power supply and strobe tube were replaced on Assistant Chief 04’s buggy. The headlamp wiring pigtail harnesses were replaced on Medic20. The chassis batteries and 2 front tires were replaced on Medic 21 and the front wheels were realigned. The front window regulator was also repaired on Medic 21. The front tires were replaced; the front wheel bearings were adjusted; and the wheels were realigned on Medic 22. The front disc brake pads; the front disc rotors; and the rear brake drums were replaced on Squad 23. The diesel fuel- injection pump; the fuel lift pump; the fuel filter; and the fuel tank inner strainer were replaced on Squad 23. The roll up door sensor and

cab lift controller was replaced on Engine 26 and the window regulator was repaired. The mechanical siren solenoid was replaced and the siren wiring was repaired on Engine 26. The deck gun was repaired on Engine 28 and the outrigger light was replaced on Tower 30. Squad 34 was decommissioned and prepared for public auction. Numerous chassis and emergency lighting repairs were performed on Fire Company vehicles. All PM's were completed on time.

Equipment Services converted numerous Public Works pick-up trucks from winter operations to spring/summer operations and installed/serviced a



water platform in one of these trucks. This platform is used to fill gator bags; water plants and flowers; and to perform general landscape maintenance.

One hundred seventy nine work orders were related to the maintenance and repair of Public Works vehicles and equipment. The ABS wheel speed sensor and air brake chamber was replaced on dump truck 203 and the ABS wiring harness was repaired. The chassis ground cable was replaced on dump truck 205 and the mirror mounts were repaired. The transmission shift lever was replaced on aerial truck 206 and the door latch was replaced on customer service van 229. The fuel filter was replaced on backhoe loader 209 and the warning beacon was rewired. The rear bed panel was repaired on truck 227 and the panel graphics were replaced. The PCM, TCM, and instrument cluster computers were reprogrammed on trucks 228, 231, 238, and 260. The front and rear disc brakes were replaced on vehicles 216 and 261. The ABS tone ring was also replaced on vehicle 261. The HVAC blower motor resistor and water in fuel sensor was replaced on

dump truck 231. Tube steps and the hydraulic system filter housing were replaced on dump truck 232 and the hydraulic valve sections were resealed. The lift gate and warning beacon was repaired on truck 233 and the rear fenders were adjusted on dump truck 241. Seasonal service was performed on mower 237 and the auger hydraulic motor was replaced on truck 238. The continuous fill control valve was replaced on flusher truck 242 and the warning beacon was replaced on loadall 265. The tube steps were replaced on truck 248 and the outrigger limit switch was repaired on aerial truck 250. The bubble window; the window latches; and the gutter brooms were replaced on street sweeper 249. The A/C thermistors and electrical connectors were replaced on dump truck 251 and the shorted fuel heater wiring was repaired. The rear disc brakes were replaced on truck 271 and the solvent tank lid was welded on hotbox 504. Wheel splash guards were installed on brush chipper 510 and the clutch was adjusted. Numerous chassis and emergency lighting repairs were made and a number of tire repairs were also performed on various Public Works vehicles. All PM's were completed on time.

The ESD took delivery of and completed the upfit of a 2011 Freightliner M2 with an insulated 55 foot



over-center articulated aerial platform lift. This vehicle meets the latest 2010 EPA/CARB emissions certifications. It is equipped with a 260hp Cummins diesel engine and a 6 speed Allison automatic transmission. It has anti-lock disc air brakes and meets all ANSI safety standards. This truck is equipped with a forestry package which includes an 11 foot chip box; a cab guard; an LED warning light system; and numerous storage cabinets. The ESD

installed a communication radio; vehicle safety equipment; and a complete graphics package. The



Public Works Operations Division uses this vehicle year round for tree removal, pruning and storm damage.

Sixteen work orders were related to the maintenance and repair of Glenbard Wastewater Authority vehicles and equipment. Crane truck #608 was transported to the ESD; the fuel filter was replaced and the fuel separator was cleaned. The plow controller and the plow cutting edge were replaced on truck #622 and the plow frame was welded. The mold board shock absorber was also replaced on truck #622. The ESD traveled to the Valley View lift station and inspected the back-up generator cooling system and radiator. All PM's were completed on time.

The ESD continued to perform scheduled preventive maintenance for all Village departments including the Glen Ellyn Volunteer Fire Company and the Glenbard Waste Water Authority.

FORESTRY

The Village Forester met with a resident to discuss possible volunteer efforts for a Manor Woods cleanup day once the trail gets re-established.

The Village Forester inspected ComEd pruning corridors and identified several trees located under the utility lines for removal thru the Franchise Agreement Program.

Trees were tagged at five nurseries for the Spring Reforestation Program.

The Village Forester identified 114 infested ash trees for removal in zones C, D, and part of E. The Village contractor removed 21 of 47 ash trees in March.

Many hours were spent by the Village Forester on providing comments and attending meetings on the Tree Preservation Ordinance.

OPERATIONS

March Snow = 0.75" Rain = 2.47"

March was a mild winter weather month with only two minor snow events. Operations salted roadways during these events with little plowing. The average high (44°) and low (29°) temperatures for the month were 3° below normal with rainfall about ¾" below normal. In mid-month there were six consecutive days when high temps were near or above 60°. Chicago seemed poised to have a spring, a welcomed season after the Blizzard of 2011.

Although there were 27 snow events this winter season, only six events had more than 3" of snow and only the February blizzard dropped more than 4" of snow on Glen Ellyn. With the abrupt stoppage of the snow machine this month, Public Works has one and half bins of salt (300 tons) remaining on site. A total of 2,450 tons of salt was ordered this season; Operations was able to utilize the back up salt contract for 600 tons of that salt and saved the Village \$10,400. Below is a comparison of March snow removal efforts of the last four years:

Date	Snow	Events	Shifts	Labor(hrs)	Salt(tons)
3/08	5"	2	3.5	316	173
3/09	3"	2	2	178	240
3/10	2"	2	0	0	0
3/11	0.75"	2	0.3	71	45

(This chart is just for general comparison as no two snow events are the same and trucks remain on the streets until safe driving conditions are attained.)

An unwelcomed tradition over the last few years is a vehicle accident involving the horse trough planting bed in the CBD. This year the planting bed was hit twice, once with minor damage to the south side of the brick wall at the end of January and another time in the beginning of March with the vehicle ending on top of the planting bed. The horse trough itself was spared damage as it had yet to be returned to the

planting bed when the accidents occurred. Although the car owners insurance pays for the repairs, Public Works would like to be out of this business. The current engineering CBD traffic study may remove this planting bed for future traffic flows. If that be



the case, than this sight above will no longer be what seems to be a yearly occurrence.

A mild March brings transition to the focus of Operations. Winter is put to rest as CBD holiday lights are taken down; winter greens are chipped; banners on streetlight poles are changed out; snow storage areas (Ackerman and Village Green) are cleaned and swept; salt bins are cleaned out for topsoil deliveries; and hydrant flags are removed. Spring is anticipated as hydrant flow testing maps are made; roadway pavement is assessed for possible patching and skip paving; winter tree pruning is completed; and the PW garage and snow removal vehicles are cleaned.

Whenever snow stops falling on a regular basis, Operations quickly transitions from snow removal efforts to infrastructure needs. Activities focused on



sign rehabilitation's in project areas as well as sign replacements from vehicle knockdowns. Street sweeping started on March 7th; streets were swept on 17 of 19 possible days in March while the CBD had six early morning sweepings. Pothole patching began in the beginning of the month with two complete cycles of village roadways completed. The number of pothole complaints continues to decrease each year with Glen Ellyn's aggressive roadway rehabilitation program completing its' tenth year and Operations' systematic pothole patching process. Cable inspections are performed after winter pruning and before the busy season for tree work arrives. This can be done with the lift truck or



by climbing. Cables (or bolts) are used to provide support for weak branch unions usually in larger trees. This is a common arborists practice to extend the life and aesthetics of the trees with such limbs. Sewer cleaning starts in March for both storm structures and sanitary lines. Operations crews were out 12 days sewer cleaning, with four of those days cleaning both storm and sanitary. Operations monthly goals of cleaning 35 storm sewer structures and 5,500' of sanitary sewer mains were surpassed this month with 36 storm structures and 26,100' of sanitary sewer mains cleaned. Little snow and above freezing temperatures in March are key components in accomplishing this wide variety of tasks.

Employee happenings:

Safety –

- Morning meeting on severe weather

Training -

- 3 employees – all day tree climbing seminar

- 1 employee (1 day pesticide training and testing for general standards applicator's license plus 4 categories)

Evaluations – 3 completed (**NO** overdue reviews)
 Coverage/Assistance – (47 hrs)
 Forestry – 1 employee – 2 days inspecting parkway
 ash trees for EAB with Peggy Drescher (16 hrs)
 Front Office –
 1 employee - 1 lunch (1 hr)
 1 employee – 2 morning/afternoon (7 hrs)
 Plant Operations –
 1 employee – 1 day with Bob Greenberg (8 hrs)
 2 employees – 1day with Joe Rein (16 hrs)

Below is a list of projects completed in March 2011
 not captured in the core function spreadsheet:

Utilities

Bio Bags in Grease lines – 243
 B-Box repairs – 1
 Hydrant repairs - 1
 Storm Sewer structure repairs – 1 (plow damage)
 Dust Suppression – 0 days
 Misc. –
 Removed hydrant flags
 Set up hydrant flow test maps
 Assisted in pulling Surrey lift station pumps
 Assisted in repairing Memory Ct. pump

Forestry

Misc. – Winter greens were picked up and chipped
 All in-house pruned trees were inspected
 and a list of go-backs was generated

Streets

Asphalt –
 8 days pothole patching – 2 cycles of complete
 town completed and top off 13 utility digs
 (13 tons UPM mix)

CBD – Parking lot corners cleaned out
 1st round of winter trash picking

Electrical –

20 electrical work orders completed
 14 bulbs replaced
 1 fixture repaired in field
 2 fixtures replaced and brought in for rehab
 2 fuses replaced
 1 fuse holder replaced
 3 photo eyes replaced
 2 signal visors replaced
 1 pole rewired
 1 access door repaired

Flowers –

Cut back perennials in sign bed
 Volunteer Park weeding and mulching
 Removed grasses from Horse Trough for masonry
 repairs

Mailboxes –

1 repaired
 2 reimbursement checks for \$75 issued

Public Hearing Signs – 1 placed
 2 retrieved

Signs –

6 signs fabricated for other entities (Rec, GWA)
 7 signs replaced due to knockdowns
 3 marker posts (12 signs) replaced due to
 knockdowns
 1 reflector replaced on guard rail

Misc. –

Cleaned Ackerman and Village Green parking lots
 (sweeping and trash picking) after snow melt
 Picked trash along RR tracks in Pennsylvania
 landscaped areas and along Walnut
 Winter banners changed out at 5 corners and CBD
 PW garage swept out and hosed down for spring
 Main St parking lot chain link fence repaired
 30 hours of community service performed for PW
 through the Kane County Community
 Restitution Service program

PLANT OPERATIONS

Water Plants

Wilson Avenue Pump Station - Well # 6 - Proceeding
 to acquire IEPA permits for the installation of a
 casing liner in Well #6.

Lift Stations

Surrey - Pulled pumps to free debris from the
 pumps. Found impeller on Pump #2 to be in need of
 replacement. New impellor is on order.

Memory Ct - Operations crew & Joe Rein replaces
 defective check valve on Pump #2.

Distribution System

32 routine bac-t samples
 1 routine Bac-t sample - Well #5
 Tri-Annual testing of Wells #5 & #6
 (SOC's – Synthetic Compounds)
 (IOC's - Inorganic Compounds)
 (VOC's - Volatile Organic Compounds)
 (Radium)

Administration

Monthly State Report submitted to the IEPA

Updates to Cross-Connection records

Budget preparation

ITEMS BEFORE THE VILLAGE BOARD

March 2011

Public Works activity in front of the Village Board in March consisted of:

1. Approval of a contract with R.W. Dunteman for improvements associated with the Sunset/Turner Improvements Project, in the

amount of \$2,400,000 (including contingencies of 5 percent for roadway and storm sewer items and 10 percent for water and sanitary sewer items) to be expensed to the FY12 Water, Sanitary Sewer and Capital Projects funds.

2. Approval of an engineering services agreement with Civiltech Engineering for engineering services for the Sunset/Turner Improvements Project, in the total not-to-exceed amount of \$300,000 (including 5-percent contingency), to be expensed to the FY12 Water, Sanitary Sewer and Capital Projects funds.

PW Budget Tracking

March '11

Operations and Maintenance

	FY11 Budget	FY11 Revised Budget	Spent YTD	% of FY11	% Spent
Administration & Engineering	\$812,200	\$813,729	\$734,317	91.7%	90.2%
General Fund - Operations	\$2,073,200	\$2,178,192	\$1,928,225	91.7%	88.5%
Water Fund - O/M	\$3,421,300	\$3,625,311	\$3,366,084	91.7%	92.8%
Sanitary Sewer Fund - O/M	\$4,501,300	\$4,524,536	\$4,028,011	91.7%	89.0%
Parking Fund - O/M	\$224,000	\$361,540	\$329,982	91.7%	91.3%
Equipment Services Fund	\$1,543,300	\$1,543,300	\$1,396,045	91.7%	90.5%
Motor Fuel Tax Fund - O/M	\$705,000	\$810,000	\$722,721	91.7%	89.2%
Total	\$13,280,300	\$13,856,608	\$12,505,385	91.7%	90.2%

Capital Program

Water Fund - Capital	\$1,711,000	\$1,817,900	\$1,650,562	91.7%	90.8%
Sanitary Sewer Fund - Capital	\$1,820,000	\$2,198,022	\$1,650,562	91.7%	75.1%
Parking Fund - Capital	\$0	\$0	\$0	91.7%	0.0%
Motor Fuel Tax Fund - Capital	\$0	\$0	\$0	91.7%	0.0%
Capital Projects Fund	\$7,094,000	\$7,558,604	\$5,810,266	91.7%	76.9%
Total	\$10,625,000	\$11,574,526	\$9,111,390	91.7%	78.7%

PW CORE FUNCTIONS

Admin	Mar 11	Mar 10	+/-	Mar11 YTD	Mar10 YTD	+/-
Phone calls	891	949	(58)	2,634	2,240	394
Work Orders	119	130	(11)	293	239	54
Time Sheets	412	412	0	1,530	1,549	(19)
Invoices	126	118	8	408	367	41
Customer Service Appts	133	108	25	317	255	62
ESD						
Jobs	410	345	65	1,183	1,115	68
Scheduled	142	152	(10)	461	511	(50)
Non-Scheduled	0	1	(1)	2	5	(3)
Urgent	5	1	4	32	21	11
Routine	263	191	72	688	578	110
Total Fuel Pumped (gal)	6,898	7,343	(445)	26,246	25,001	1,245
Forestry						
Service Requests	23	0	23	61	10	51
Operations - Utilities						
Work Orders Completed	18	24	(6)	64	49	15
Water Main Breaks	1	0	1	21	5	16
Sanitary Sewer Back Ups	15	11	4	33	26	7
Sanitary Sewer Back Ups - Village	3	1	2	3	4	(1)
Sanitary Sewer Cleaned (feet)	26,100	11,540	14,560	26,100	11,540	14,560
Storm Sewer Structures Cleaned	36	87	(51)	36	88	(52)
Storm Sewer Cleaned (feet)	0	0	0	0	0	0
Storm Sewer Grates cleaned - cycles	2	1	1	4	1	3
Landscape Restorations (50/50)	11	0	11	11	0	11
JULIES	304	362	(58)	502	604	(102)
Operations - Forestry						
Work Orders Completed	26	25	1	40	58	(18)
Tree Removals	29	79	(50)	79	84	(5)
Tree Stump Grinding	0	25	(25)	0	25	(25)
Tree Cable Inspections	38	36	2	38	36	2
Mowing Cycles	0	0	0	0	0	0
Operations - Streets						
Work Orders Completed	61	61	0	180	106	74
Asphalt - Potholes (surface tons)	13	7	6	31	47	(16)
Asphalt - Patching (surface tons)	0	0	0	0	0	0
Block Party	0	0	0	0	0	0
Parking Meter Collections	5	4	1	13	12	1
Parkway Restorations	0	0	0	0	0	0
Signs - Fabricated	192	75	117	216	341	(125)
Signs - Installed	186	15	171	230	42	188
Signs - Rehabbed	132	31	101	132	85	47
Street Sweeping (days)	17	16	1	17	16	1
Street Sweeping (early AM)	6	6	0	6	6	0
Street Sweeping (extra)	0	0	0	0	0	0
Special Events	0	0	0	0	0	0

VILLAGE OF GLEN ELLYN RECREATION DEPARTMENT

Village Links - Panfish Park - Lambert Lake Nature Preserve - Co-Op Park



MANAGER'S REPORT FOR March 2011

Prepared by Matt Pekarek

Matt Pekarek

We began the month with the 9-hole course open on temporary tees and greens. The driving range tee opened March 7. The 9-hole course opened on regular tees and greens on March 14. The 18-hole course opened March 16 for the third straight year.

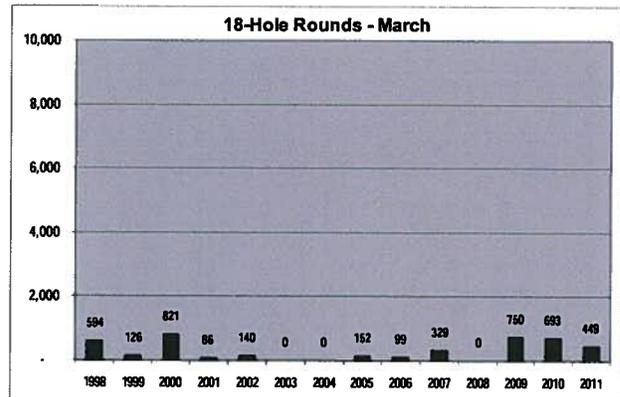
March offered a respite from snow, but the temperatures were colder than normal, only reaching the 50° F mark on 7 days. We were able to use motorized carts starting March 16, but then it rained and carts were grounded for 10 straight days.

High Temperatures In March										
	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002
70° days		1	3		4		1	1	2	
60° days	3	8	8	1	8		3	8	7	3
50° days	4	6	5	7	6	3	2	3	3	8
40° days	13	13	11	10	4	16	11	11	7	12
30° days	11	3	2	11	6	11	10	8	9	5
20° days			2	2	3	1	4		3	1
10° days										2
0° days										
Rain	2.7"	1.8"	5.0"	1.5"	2.8"	2.6"	0.7"	4.3"	1.1"	3.1"
Snow		2"	2"	5"	2"	6"	2"	4"	8"	13"

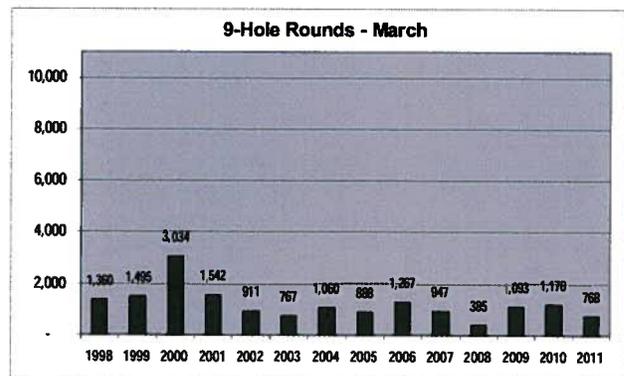
We were on off-season green fees (25% discount) all month, as the weather did not allow us to fully maintain the course.

Rounds History By Course						
Year	18-Holes		9-Holes		Total	
	Mar	Mar YTD	Mar	Mar YTD	Mar	Mar YTD
1998	594	594	1,360	3,017	1,954	3,611
1999	126	126	1,495	2,099	1,621	2,225
2000	821	821	3,034	3,771	3,855	4,592
2001	86	86	1,542	1,619	1,628	1,705
2002	140	140	911	1,972	1,051	2,112
2003	0	0	767	952	767	952
2004	0	0	1,060	1,535	1,060	1,535
2005	152	152	888	1,063	1,040	1,215
2006	99	99	1,267	1,825	1,366	1,924
2007	329	329	947	1,159	1,276	1,488
2008	0	0	385	489	385	489
2009	750	750	1,093	1,186	1,843	1,936
2010	693	693	1,176	1,179	1,869	1,872
2011	449	449	768	823	1,217	1,272

Only 9-holes were available in 2003 and 2004



March was a little better than average on the 18-hole course.



9-hole course rounds were a little lower than normal, reflecting the weather.

GOLF

- A. By the end of March, 2,489 Glen Ellynites had purchased a **2011 Resident Card**, down 5% from last year.
- B. March is a low revenue month, typically accounting for less than 2% of annual sales. March **rounds of golf** were down 35% from last season. Year-to-date rounds are down 23%. **Green Fee** revenues were down 53% in March. **Driving Range** revenues were down 47%.
- C. **Registration for lockers, handicaps, and group lessons** continued during the month.
- D. The drawing for **Weekend Permanent Tee Times** was held Wednesday, March 9 at the Glen Ellyn Civic Center. 85 hopeful foursomes registered. After the angst of the drawing and the issuance of refunds to those who did not draw an acceptable time, we have 74 foursomes with a 2011 Permanent Time, and another 10 foursomes with a Combo Time, playing the back 9 holes of the 18-hole course followed by the 9-hole course.
- E. The **Thursday Night Mens League** began their season on the 9-hole course on March 31.

GROUNDS

Cold, wet weather followed the mid-March course opening. With the turf grass not growing, there was little course maintenance done during the month.



We mowed greens for the first time this season on March 17, when trees, turf and shrubs were mostly dormant. The purpose of this first mowing was to smooth the putting surface for golfers and make a favorable first impression at the start of the new season.

The course sand bunkers were in poor condition at the start of the month. A December thunderstorm had left many bunkers severely eroded. By mid-March when the course opened, our tiny winter crew had completed off-season equipment maintenance and was working on bunker repair. They finished by the end of the month.

The course turf came through the winter in generally good condition. Several notable outbreaks of the fungal disease Snow Mold were noted throughout the course. Snow Mold can kill grass and cause major damage to the course. In severe cases, the damage can last until Memorial Day, but usually the grass recovers after a few weeks of spring growth.



Plotches of the fungal disease commonly called Snow Mold are visible off #16 green.



Those plotches of Snow Mold in the fairway right of #16 green are unsightly but expected to recover after a couple of weeks of warmer growing weather.

Practice Tee

Protective winter covers were removed March 7. The tee was greener than the turf that was not covered over the winter, but the contrast was not as great as it has been in some years. It seems that the earlier the course opens, the less advantage we see from covering the practice tee. While we feel that there is a slight advantage to covering the practice tee, we are seeing an increase in the weed grass *Poa Annua*. *Poa Annua* does not survive summer heat, creating even more decline in July and August.



If the turf covers are not removed properly, we could end up damaging expensive golf clubs and expensive mowers. Why is our crew walking around with plastic buckets instead of removing the covers?



The crew is scouring the tee to remove the buckets of metal staples need to hold the covers in place all winter. Any staple left lurking in the grass can work its way loose and cause damage when struck by a 5-iron or mower reel.



The green driving range tee stood out, after a long winter.

Other tasks accomplished in March included:

1. Ten tee benches were refurbished, stained and painted.
2. Vinyl shrink wrap was applied to 40 bunker rake handles.
3. Protective turf covers were removed from the Driving Range Tee.
4. Pot holes were patched along Winchell Way, the main parking lot and the Circle Drive.
5. Twelve wood trash cans were prepped, painted and stained.
6. After the winter snows melted, litter was picked up twice from the parkways.
7. Temporary, off-season Circle Drive customer parking signs were removed.
8. The horticulture water trailer used to water landscape and flower beds was rebuilt.
9. Five metal golf bag racks were painted.
10. Seven rental pull carts were repaired.
11. The gas grill used for special events was repaired.
13. Sand bunkers eroded during a December 2010 thunderstorm were shoveled up on both courses.
14. New parking and traffic signs were installed in the main parking lot and circle drive.
15. Green and tee equipment was put out on the course, including litter caddies, ballwashers, benches, cups, pins, cart signs and 150 yard posts.
16. Portable rest rooms were set out at #4 tee (9).

MECHANICAL MAINTENANCE

Winter servicing and repair of equipment and buildings was completed. In addition:

1. The Clubhouse 'Trophy Wall' was patched and painted in anticipation of new championship plaques being installed.
2. The interior doors of the maintenance shop, office and rest rooms in the **Grounds Maintenance Building** were prepped and painted.
3. The walls in the **mechanic's shop** of the Grounds Maintenance Building were cleaned and painted.
4. The **Chevy Suburban®** received routine service.
5. The water supply for the **customer rest rooms** on hole #16 was turned on for the season.
6. A plywood wall was installed in the Grounds Maintenance Building **east fertilizer bay** to protect the wall insulation.
7. Damaged **floor tiles** outside the Clubhouse golf driving range ball shelves were replaced.

PRO SHOP

Retail merchandise sales were up 39% from last March. Sales are up 56% for the year.

New merchandise continues to arrive, is tagged, and is being displayed.

FOOD SERVICE

The Village Links Grill began the month open for lunch every day and for Fish Frys on Friday evenings. We expanded hours in conjunction with the course being open. Golf Express was open every day while the 9-hole course was open. After the 18-hole course opened, the Halfway House was open every day and the Grill stayed open until close.

Food sales were down 24% for the month and are down 21% for the year.

PARKS

Litter was removed from Lambert Lake Nature Preserve and Panfish Park.

The gravel parking Lot at Lambert Lake was regraded.

PROMOTION

Mass Market Coupons - We prepared updated promotional coupons for distribution through commercial mass mailings. Coupon distribution began in early April.

Executive Women's Golf Sponsorship - We attended the Executive Women's Golf Association Kick-Off Event at Olympia Fields C.C. as part of a minor sponsorship of that organization. The event was attended by 200 golfers.

Bonus Network® Double Miles Program - We signed up to participate in the Bonus Network, a promotional venture that encourages customers to frequent a business in return for double air-line miles. The Bonus Network has 1.2-million Visa® credit card holders in the Chicago area, including air-line mile rewards card holders with United and American Airlines. They will feature the Village Links in direct mail and on line as one of small number of area golf courses offering double mile rewards on all purchases. In return, we will pay 10% of those purchases to the Bonus Network to fund the double miles. We will evaluate the results of this program after a six month trial period.

e-News - Village Links eNews is being emailed to customers on the first and third Wednesday of each month. Special notices are being sent as warranted. Special notices included the opening of the golf course, for example.

ITEMS BEFORE THE VILLAGE BOARD

Last Month

none

Upcoming

none

THE MONTH AHEAD

Spring Scramble
Saturday April 2

Spring Skins Game
Sunday April 3

Group Lessons begin
Monday April 4

Golf After School (G.A.S.) begins
Monday April 4

2011 Permanent Starting Times Begin
Saturday April 9

The first Over 60 event of the year
Wednesday April 13

Most 9-hole evening leagues begin
in April

Free Swingin' Set Ladies League Golf Clinics
April 19, 21, 26

Good Friday
One of the Busiest Golf Days of the Year
April 22

9-Hole Junior Tournament
Saturday April 30

Village of Glen Ellyn
 General Fund Budget Summary
 For the Month Ended
 March 31, 2011

	MONTH			YTD			BUDGET				
	Last Year	Current Year	Monthly Variance	Last Year	Current Year	YTD Variance	Annual Budget	YTD Budget	YTD Actual	Variance	
			\$ %			\$ %				\$ %	
REVENUES											
TAXES											
Property Tax	-	-	0%	2,647,245	2,743,309	96,064	2,740,000	2,743,309	2,743,309	3,309	0%
Fire SSA Tax	-	-	3%	-	190,310	190,310	190,000	190,310	190,310	310	0%
Sales Tax	289,305	298,781	3%	2,713,423	2,867,577	154,154	3,000,000	2,733,000	2,867,577	134,577	5%
Home Rule Sales Tax	167,827	173,882	4%	862,202	1,564,735	702,533	1,750,000	1,590,000	1,564,735	(25,265)	-2%
State Income Tax	130,720	114,275	-13%	1,940,429	1,908,429	(32,000)	2,100,000	1,905,000	1,908,429	3,429	0%
Other Taxes	45,687	56,599	24%	821,708	881,394	59,686	838,000	792,500	881,394	88,894	11%
LICENSES & PERMITS											
Vehicle Licenses	135,800	179,174	43,374	252,117	281,122	29,005	425,000	205,000	281,122	76,122	37%
Business Registration	1,340	570	(770)	32,071	42,430	10,359	40,000	40,000	42,430	2,430	6%
Liquor Licenses	540	-	(540)	119,753	114,925	(4,828)	115,000	115,000	114,925	(75)	0%
Building Permits	31,802	37,247	5,445	363,146	512,742	149,596	460,000	431,200	512,742	81,542	18%
CHARGES & FEES											
Ambulance Service Fees	54,094	73,669	19,575	384,029	613,561	229,532	750,000	687,500	613,561	(73,939)	-11%
Police Service Reimbursements	593	918	325	123,616	138,530	14,914	141,000	137,850	138,530	680	0%
Accounting Fees - GWA/Library	20,258	10,675	(9,583)	222,838	117,425	(105,413)	128,000	117,300	117,425	125	0%
OTHER											
Police/Court Fines	53,109	33,814	(19,295)	412,898	400,799	(12,099)	640,000	586,300	400,799	(185,501)	-32%
Investment Income	1,842	1,252	(590)	20,471	13,193	(7,278)	19,000	17,400	13,193	(4,207)	-24%
Miscellaneous Income	8,549	42,982	34,433	271,664	295,145	23,481	238,000	217,300	295,145	77,845	33%
Transfers from Other Funds	89,457	85,500	(3,957)	1,384,027	1,340,500	(43,527)	1,426,000	1,340,500	1,340,500	-	0%
Revenue Totals	1,030,923	1,109,338	78,415	12,571,637	14,026,126	1,454,489	15,000,000	13,845,850	14,026,126	180,276	1%
EXPENDITURES											
Village Board & Clerk	712	3,086	2,374	68,272	46,630	(21,642)	53,000	50,500	46,630	(3,870)	-8%
Village Manager's Office	69,525	73,695	4,170	821,596	833,539	11,943	847,900	781,100	833,539	52,439	7%
Facilities Maintenance	27,172	29,653	2,481	342,500	323,467	(19,033)	400,700	368,400	323,467	(44,933)	-12%
Finance	77,158	66,224	(10,934)	878,098	909,929	31,831	1,071,500	987,300	909,929	(77,371)	-8%
Planning & Development	82,338	90,654	8,316	919,445	1,039,152	119,707	1,135,100	1,045,700	1,039,152	(6,548)	-1%
Police	385,115	407,019	21,904	5,911,396	6,295,686	384,290	6,940,300	6,478,500	6,295,686	(182,814)	-3%
Fire	91,263	112,057	20,794	1,215,467	1,473,505	258,038	1,666,100	1,522,700	1,473,505	(49,195)	-3%
Public Works - Admin & Eng.	65,360	50,585	(14,775)	668,809	732,787	63,978	812,200	749,500	732,787	(16,713)	-2%
Public Works - Operations	128,779	171,769	42,990	1,595,127	1,776,353	181,226	2,073,200	1,930,100	1,776,353	(153,747)	-8%
Expenditure Totals	927,422	1,004,742	77,320	12,430,710	13,431,048	1,010,338	15,000,000	13,913,800	13,431,048	(482,752)	-3%
Net Increase / (Decrease)	103,501	104,596	1,095	150,927	595,078	444,151	(67,950)	595,078	595,078	663,028	

**Village of Glen Ellyn
Fiscal Year 2010/11 General Fund Budget
Cumulative Budget Variances**

REVENUES							
	Monthly Budget	Monthly Actual	Monthly Budget Variance	Cumulative Budget	Cumulative Actual	Cumulative Budget Variance	Positive (Negative) Variance
May	1,146,550	1,100,274	(46,276)	1,146,550	1,100,274	(46,276)	-4%
June	2,595,150	2,559,965	(35,185)	3,741,700	3,660,239	(81,461)	-2%
July	1,043,550	1,034,918	(8,632)	4,785,250	4,695,157	(90,093)	-2%
August	1,037,650	1,031,658	(5,992)	5,822,900	5,726,815	(96,085)	-2%
September	2,358,050	2,374,612	16,562	8,180,950	8,101,427	(79,523)	-1%
October	1,002,250	1,023,164	20,914	9,183,200	9,124,591	(58,609)	-1%
November	997,150	1,057,551	60,401	10,180,350	10,182,142	1,792	0%
December	933,250	921,019	(12,231)	11,113,600	11,103,161	(10,439)	0%
January	837,450	918,598	81,148	11,951,050	12,021,759	70,709	1%
February	886,350	895,029	8,679	12,837,400	12,916,788	79,388	1%
March	1,008,450	1,109,338		13,845,850			0%
April	1,154,150	-		15,000,000			0%
	15,000,000	14,026,126	79,388				

EXPENDITURES							
	Monthly Budget	Monthly Actual	Monthly Budget Variance	Cumulative Budget	Cumulative Actual	Cumulative Budget Variance	(Positive) Negative Variance
May	1,195,500	1,098,040	(97,460)	1,195,500	1,098,040	(97,460)	-8%
June	1,583,400	1,448,106	(135,294)	2,778,900	2,546,146	(232,754)	-8%
July	1,284,800	1,380,162	95,362	4,063,700	3,926,308	(137,392)	-3%
August	1,200,800	1,121,225	(79,575)	5,264,500	5,047,533	(216,967)	-4%
September	1,538,500	1,507,034	(31,466)	6,803,000	6,554,567	(248,433)	-4%
October	1,208,800	1,029,332	(179,468)	8,011,800	7,583,899	(427,901)	-5%
November	1,187,100	1,048,908	(138,192)	9,198,900	8,632,807	(566,093)	-6%
December	1,255,500	1,533,986	278,486	10,454,400	10,166,793	(287,607)	-3%
January	1,164,800	1,229,291	64,491	11,619,200	11,396,084	(223,116)	-2%
February	1,232,100	1,030,222	(201,878)	12,851,300	12,426,306	(424,994)	-3%
March	1,062,500	1,004,742	(57,758)	13,913,800	13,431,048	(482,752)	-3%
April	1,086,200	-		15,000,000			0%
	15,000,000	13,431,048	(482,752)				

NET INCOME / (LOSS)					
	Monthly Net Income (Loss)	Monthly Budget Variance Pos. / (Neg)	Cumulative Net Income (Loss)	Cumulative Budget Variance Pos. / (Neg)	
May	2,234	51,184	2,234	51,184	
June	1,111,859	100,109	1,114,093	151,293	
July	(345,244)	(103,994)	768,849	47,299	
August	(89,567)	73,583	679,282	120,882	
September	867,578	48,028	1,546,860	168,910	
October	(6,168)	200,382	1,540,692	369,292	
November	8,643	198,593	1,549,335	567,885	
December	(612,967)	(290,717)	936,368	277,168	
January	(310,693)	16,657	625,675	293,825	
February	(135,193)	210,557	490,482	504,382	
March	104,596	57,758	595,078	562,140	
April	-	-			
	595,078	562,140			

Village of Glen Ellyn
General Fund Property Tax Collections
FY10/11

		FY10/11		3 Yr. Avg. %		
		<u>Total Collections</u>	<u>% of Extension</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>
May	81	0.0%	0.0%	0.0%	0.0%	
Jun	1,307,114	47.6%	47.6%	46.7%	46.7%	
Jul	53,541	1.9%	49.5%	2.6%	49.3%	
Aug	36,908	1.3%	50.9%	1.1%	50.4%	
Sep	1,176,444	42.8%	93.7%	42.4%	92.8%	
Oct	79,338	2.9%	96.6%	3.4%	96.2%	
Nov	48,834	1.8%	98.4%	2.0%	98.2%	
Dec	19,049	0.7%	99.1%	0.5%	98.8%	
Jan	21,962	0.8%	99.9%	1.0%	99.8%	
Feb	38	0.0%	99.9%	0.0%	99.8%	
Mar	-	0.0%	99.9%	0.0%	99.8%	
Apr	-	0.0%	99.9%	0.0%	99.8%	
Total	2,743,309	99.9%		99.8%		
Extension	2,746,263					

	Last 3 Years of Collections			3 Year Average
	<u>FY09/10</u>	<u>FY08/09</u>	<u>FY07/08</u>	
May	16	-	-	5
Jun	1,215,144	1,144,074	1,131,620	1,163,613
Jul	95,771	62,807	33,049	63,876
Aug	32,841	29,972	20,843	27,885
Sep	1,100,903	1,013,076	1,051,413	1,055,131
Oct	108,827	114,606	31,552	84,995
Nov	49,935	51,901	50,408	50,748
Dec	18,865	12,749	9,416	13,677
Jan	24,943	29,396	20,747	25,029
Feb	-	-	-	-
Mar	-	-	-	-
Apr	-	-	4	1
Total	2,647,229	2,458,581	2,349,052	2,484,959
Extension	2,651,419	2,465,305	2,353,101	2,489,942

Village of Glen Eilyn
General Fund
Sales Tax - 5 Year History

Month Received by Village	FY06/07	FY07/08	FY08/09	FY09/10	FY10/11	% Change From FY09/10 Incr/(Decr)	Monthly Budget*	Monthly Budget Variance		YTD Budget Variance	
								\$	%	\$	%
May	223,492	219,626	227,039	199,934	230,931	15.5%	225,000	5,931	2.6%	5,931	2.6%
Jun	222,303	243,546	225,651	238,645	231,267	(3.1%)	240,000	(8,733)	(3.6%)	(2,802)	(0.6%)
Jul	247,526	223,624	240,130	242,671	272,791	12.4%	242,000	30,791	12.7%	27,989	4.0%
Aug	245,798	259,975	246,141	251,180	263,827	5.0%	248,000	15,827	6.4%	43,816	4.6%
Sep	234,778	251,937	255,210	250,496	273,893	9.3%	253,000	20,893	8.3%	64,709	5.4%
Oct	228,002	240,209	249,699	234,060	243,749	4.1%	239,000	4,749	2.0%	69,458	4.8%
Nov	250,565	270,617	277,470	268,810	274,209	2.0%	265,000	9,209	3.5%	78,667	4.6%
Dec	221,387	249,109	242,329	243,398	250,668	3.0%	245,000	5,668	2.3%	84,335	4.3%
Jan	222,929	246,659	237,604	249,003	248,628	(0.2%)	236,000	12,628	5.4%	96,963	4.4%
Feb	252,740	238,984	270,094	245,921	278,833	13.4%	250,000	28,833	11.5%	125,796	5.1%
Mar	280,122	283,239	281,229	289,305	298,781	3.3%	290,000	8,781	3.0%		
Apr	250,552	267,848	257,380	272,753			267,000				
Total	2,880,194	2,995,373	3,009,976	2,986,176	2,867,577						

Budget 2,900,000 3,000,000 3,136,000 3,000,000 3,000,000 3,000,000

% of Budget 99% 100% 96% 99.5%

% Increase/ (Decrease) from Prior Year (1.2%) 4.0% 0.5% (0.8%)

* Monthly projected budget based on previous 5 year collection history.

HUMAN RESOURCES DIVISION MONTHLY REPORT

March 2011

Senior Services

Senior Service Team helped 45 seniors with their Medicare claims and the corresponding paperwork through the SHIP program, attended a 2.25 hour Medicare training program, and spent 1.75 hours giving Medicare presentations to senior groups. We spent a total of 4 hours on our monthly social events (Bunco and Book Club). The team attended various Ride DuPage meetings for a total of 3.50 hours. Our team is Chair and Co-chair for two different meetings. We spent 2.75 hours verifying the Pace information for the transportation program. Our senior newsletter took 4.00 hours to compile and mail.

Human Resources

- 418 contacts/responses broken down as follows:

Benefits – 71
Clerk - 175
Other - 0
Pay & Compensation Study – 5
Payroll – 15
Personnel - 115
Risk Management - 26
Vacancies – 11

- 31 Change of Status Forms broken down as follows:

Adds – 1
Changes – 22
Terminations – 8

Special Projects:

- 1.00 hours working on the insurance renewal
- 15.25 hours working on the Pay & Classification Study
- 9.50 hours on the ethic ordinance and distribution

Other Items:

- 4.75 hours doing Clerk items
- 1.00 hours on monthly reports
- 37.25 hours attending meetings
- 1.00 hours on the employee opinion survey
- 3.75 hours on a PDS