

Village of Glen Ellyn

**Management Team Monthly
Report Packet**

June 2010

Table of Contents

1. Police Department *Monthly Report* for June 2010. (Pages 3 – 6)
2. Planning and Development Department *Month in Review* for June 2010, including the monthly demolition report. (Pages 7 – 13)
3. Public Works Department *Monthly Report* for June 2010. (Pages 14 – 25)
4. Recreation Department *Manager's Report* for June 2010. (Pages 26 – 31)
5. Finance Department *Monthly Budget Report* for June 2010 (Pages 32 -38)
6. Personnel Department *Monthly Report* for June 2010. (Page 39)
7. Administrative *Strategic Planning Goals* for FY 2009-10 through FY 2011-12, updated July 2010. (Pages 40 – 50)

1



GLEN ELLYN POLICE DEPARTMENT

MONTHLY REPORT - JUNE 2010

PATROL

Calls for Service

Glen Ellyn Police handled 3624 calls for service during the month of June. 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.

| | June 10 | June 09 | 10 YTD | 09 YTD |
|--------------------------|---------|---------|--------|--------|
| Calls for service | 3624 | 4066 | 21,794 | 23,912 |

Traffic

The following table illustrates the traffic activity generated by the patrol division in June 2010.

| | June 10 | June 09 | 10 YTD | 09 YTD |
|---------------------------------|---------|---------|--------|--------|
| Traffic Citations Issued | 303 | 386 | 2130 | 2611 |
| Traffic Warnings Issued | 268 | 427 | 2265 | 2479 |
| Traffic Crash Reports | 54 | 45 | 320 | 394 |
| DUI | 10 | 20 | 71 | 78 |

INVESTIGATIONS

There were 23 new cases assigned to Detectives in the Investigations Division during the month of June. 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 |
|-----------------------|----------------------------|--------------------------|------------------------------|
| 9 | 4 | 3 | 4 |

Residential Burglary

On June 1st, a resident on Sunset Avenue reported her residence was burglarized by an ex-boyfriend. The victim claimed cash and paperwork was taken. Several weeks later the suspect was arrested by Berwyn Police on unrelated charges. Immigration and Customs Enforcement (ICE) also became involved and ultimately took custody of the subject on a violation of federal law. Because of information obtained through the burglary investigation in Glen Ellyn, detectives were able to assist the State Department looking into allegations the subject had obtained fraudulent passports.

Burglary to Motor Vehicles

In May, offenders smashed the front window of a vehicle parked in the Trader Joe's parking lot and stole the victim's purse from within the vehicle. The credit cards of the victim were later used at various locations in DuPage County. Update: Two suspects were identified and in this case and interviewed. One subject was charged with burglary and both were charged with unlawful use of a credit card. They remain in custody and are awaiting trial.

On June 5th, two victims reported their vehicles were burglarized after suspect(s) entered the vehicle and removed GPS units and cell phones. The vehicles had been left unlocked while parked in the Berkshire Apartments near Fawell and Lambert Rd.

The following day, two subjects were observed walking through the Berkshire Apartments parking lot pulling on vehicle door handles. The two males were stopped and questioned by patrol officers. Both were later charged with attempted criminal trespass to motor vehicle.

In May a victim reported that their vehicle had been burglarized and credit cards taken from the car were used in various locations throughout DuPage County. Two suspects were identified. A search of local pawn records revealed the suspects were actively pawning other stolen property. One of the suspects has since been charged with receiving goods from an unauthorized credit card transaction and forgery. A second suspect is still under investigation.

Theft over \$300

Charges were filed in June against a suspect who, in July of 2009, purchased a used vehicle from Haggerty Chevrolet with an \$18,500 check on a closed account. Personnel at the dealership brought the issue to the customer's attention, who in turn wrote a second check to cover the purchase. That check also was determined to have been written on a closed account. A warrant has been issued for the suspect.

On June 4, several electronic devices including computers, cameras, hard drives, and other miscellaneous equipment were taken from the computer lab at Glenbard West High School. This case is under investigation.

On June 15, BP Amoco reported a subject entered the convenient store and removed the change dispenser attached to the cash register and walked out of the store. This case is currently under investigation.

On June 29, an officer took a theft report from a victim who had a wedding ring and \$2000 taken from her purse. This case is under investigation.

Theft under \$300

On June 9, a customer at Subway reported another customer had taken his cell phone. Surveillance video within the store is being reviewed and the case is under investigation.

Identity Theft/UUCC

On March 1, a victim reported her credit card was first stolen in Lombard and then used in Glen Ellyn at the 7-Eleven on Roosevelt Road. Witnesses to the crimes, along with video surveillance were used to charge the suspect with Unlawful Use of a Credit Card.

On May 28, a resident reported numerous unauthorized credit card transactions occurred at the BP Amoco on Roosevelt and Lambert Rd. The unauthorized transactions all occurred within the same business and over a period of days. The case is under investigation.

On June 11, a resident reported her credit card was compromised when she charged purchases made via the internet. This case was referred to the law enforcement agency of jurisdiction in Alabama.

On June 25, a resident reported the unlawful use of his credit card after accidentally leaving the credit card at a local restaurant. Unauthorized purchases in the amount of \$323.99 were made at an area Best Buy. The case is under investigation.

Battery

On June 9, officers responded to Glen Crest Junior High School for a disturbance. A student's parent and second adult relative were both at the school to discuss an issue with the administration. While waiting to speak with a staff member, they confronted a teacher with whom they had a disagreement. This confrontation led to a charge of disorderly conduct against the adult relative.

Death Investigations

In March, officers investigated the death of a 50 year old female at the America's Best Value Inn on Roosevelt Road. Evidence was recovered and forwarded to the Dupage County Crime lab for analysis. In June, the lab determined the items recovered were non-prescribed controlled substances. This case was presented to the State's Attorney, and charges for the unlawful possession of a controlled substance have been filed against the husband.

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> | June 10 | June 09 | 10 YTD | 09YTD |
|------------------------------|---------|---------|--------|-------|
| Homicide | 0 | 0 | 0 | 0 |
| Criminal Sexual Assault | 0 | 0 | 1 | 4 |
| Robbery | 0 | 0 | 0 | 2 |
| Battery | 12 | 13 | 59 | 68 |
| Burglary | 18 | 5 | 48 | 20 |
| Theft/Deception | 28 | 30 | 187 | 188 |
| Motor Vehicle Theft | 0 | 2 | 2 | 9 |
| Arson | 0 | 1 | 0 | 2 |
| Criminal Damage or Trespass | 23 | 25 | 119 | 111 |
| Deadly Weapons | 0 | 0 | 0 | 2 |
| Sex Offenses | 0 | 2 | 3 | 4 |
| Offenses Involving Children | 0 | 8 | 15 | 36 |
| Drug Offenses | 11 | 9 | 48 | 47 |
| Liquor Control Act | 28 | 8 | 45 | 26 |
| Disorderly Conduct | 0 | 13 | 60 | 97 |
| Other Criminal Offenses | 41 | 47 | 188 | 274 |
| Crisis Intervention | 25 | 35 | 198 | 203 |
| Death/Suicide Investigations | 1 | 3 | 21 | 25 |
| Missing Persons | 0 | 2 | 8 | 16 |
| Miscellaneous Services | 88 | 66 | 318 | 389 |
| Medical Assists | 86 | 85 | 553 | 579 |

**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. Other activity included:

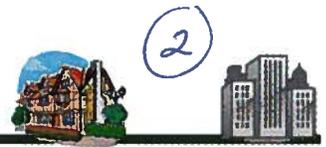
- Students at Parkview Elementary became the first "graduates" of the Too Good for Drugs educational program led by Officer Staples.
- Senior Police Academy (SPA) alumni met at the Civic Center to hear a presentation from an FBI evidence technician who led the recovery effort outside of Shanksville, PA, the location where United Flight 93 crashed on September 11, 2001.
- Completed a security survey at a church on Forest Ave.
- Participated in a S.A.L.T. meeting hosted by the Dupage County Sheriff in Wheaton.
- Led a total of six classes at the Park District Summer Safety Village.
- Began two *new* Senior Police Academy Classes. Classes will meet for several weeks, hosted by various members of the Police Department.
- Provided a presentation on "Bullying" at the B. R. Ryall Y.M.C.A. summer camp.

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 |
|------|------------------------|------------------|-------|-----------------------------------|
| 6/2 | All Sworn | Range | 1 | Monthly firearms |
| 6/4 | Baki, Cusack, Holstead | ILEAS WMD/SRT | 8 | Bi-weekly drills |
| 6/8 | All Sworn | Patrol Tactics | 8 | Scenario- based tactical training |
| 6/10 | Baki, Cusack, | DCSO Special Ops | 8 | Team Training |
| 6/15 | All Sworn | Patrol Tactics | 8 | Scenario- based tactical training |
| 6/16 | All Sworn | Range | 1 | Monthly firearms |
| 6/18 | Baki | ILEAS WMD/SRT | 8 | Bi-weekly drills |
| 6/22 | All Sworn | Patrol Tactics | 8 | Scenario- based tactical training |
| 6/24 | Cusack | DCSO Special Ops | 8 | Team Training |



Month in Review

JUNE 2010

Alex Thorpe Completes Internship With Department

Alex Thorpe completed his 2-year internship with the Department on June 25th. While working for the Village Alex provided valuable assistance on a number of projects. Among other things, he processed a number of sign variation requests, followed up on utility connection requirements, conducted numerous surveys and updated many of the Department's applications. Alex is expected to graduate from UIC in August with a Masters degree in Public Administration. We wish Alex well in all of his future endeavors!

New Interns Welcomed Aboard

The Planning and Development Department welcomed two new interns in June.



Andrew Letson started on June 2nd. He is pursuing a Masters degree in Public Administration from Northern Illinois University. Andrew will be working in the Planning and Development Department in the first year of his internship and in the Administration Department during his second year. Andrew graduated from the University of Wisconsin-Stevens Point with a Bachelors degree in Public Administration and Policy Analysis. He previously served in the Wisconsin Army National Guard and served in Iraq from August of 2005 to August of 2006. He also previously worked as an intern for the Mayor of Stevens Point, WI.

Andrew Letson started on June 2nd. He is pursuing a Masters degree in Public Administration from Northern Illinois University. Andrew will be working in the Planning and Development Department in the first year of his internship and in the Administration Department during his second year. Andrew graduated from the University of Wisconsin-Stevens Point with a Bachelors degree in Public Administration and Policy Analysis. He previously served in the Wisconsin Army National Guard and served in Iraq from August of 2005 to August of 2006. He also previously worked as an intern for the Mayor of Stevens Point, WI.



Andy Lueck started on June 28th and will be working as a planning intern. He is currently pursuing a Masters Degree in Urban Planning and Policy at UIC. His concentration within the program is environmental planning. Andy has a Bachelors degree in Urban Forestry from the University of Wisconsin—Stevens Point. Before attending UIC, Andy worked as a consulting arborist for a private company, mostly working in the City of Chicago.

Both interns will be assisting the Department with annexations, downtown plan implementation and a variety of other special projects. Andrew will also serve as the staff liaison to the Historic Preservation Commission.

RTA Grant Application Submitted

The Department submitted an application to the Regional Transportation Authority on June 11 for a Community Planning Program Grant.

The grant would provide funds to further develop plans for several projects in the Downtown Strategic Plan, including a new train station, parking garages and transit oriented developments so that the Village can move towards implementation of these programs. The grant requires a 20% match from the Village. The department expects to receive a preliminary indication in October as to whether or not the grant will be awarded.

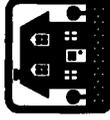
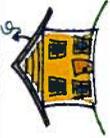
Building Board of Appeals Update

The Building Board of Appeals held a public meeting on June 7th, where they reviewed amendments to the 2009 NFPA 101 Life Safety Code. The BBA is waiting for a response from Stewart Diamond on a few legal questions before making a recommendation to the Village Board on adoption of the code.

This was the second in a series of at least eight regular meetings throughout the year at which eight building and fire codes will be reviewed and discussed for adoption, amendment and recommendation to the Village Board. These codes have not been updated since 2003 or earlier. The next meeting is scheduled for August 2nd, where the BBA will begin reviewing the 2009 ICC International Fire Code.

P&D COURT CASES FOR JUNE:

- 310 & 320 Taylor: Property littered with rubbish and junk. Complied with court clean-up. Court supervision for one year.
- 674 Lenox Ave: Lot not restored. Did not appear in court on June 1; continued until July 6, 2010. No explanation given.
- 565 Lee: Work without a permit & defied stop work order. Work without a permit: \$200 fine. Defying stop work order: \$300 fine.
- 431 Phillips: Stopped payment on a check for permit deposit. Did not appear in court on June 11. Next court date is July 13, 2010.
- 680 Crescent: Failure to complete construction within 18 month time permitted. Case continued until June 22. Defendant claimed she did not own the property. Property had been sold at a sheriff's sale, but transfer of ownership does not occur until July 22.
- 616 Park: Failure to complete a construction project within the 18 month time period permitted. Extension has also expired as of June 29 court date. Continued until July 20, no explanation.



**PLANNING AND DEVELOPMENT DEPARTMENT
DEVELOPMENT CASE, ANNEXATION AND SPECIAL PROJECT STATUS
AS OF JUNE 30, 2010**

| 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 |
|--|--|--------------------------|--|--------------------------|-------------------------|--|
| Baker Hill Townhomes | Sign Variation | NA | NA | NA | Est. 8/23/2010 | Partial application submitted 5/6/10. Review letter mailed 5/25/10. Resubmittal received 6/28/2010. Petitioner unable to attend 7/28/2010 ARC meeting. |
| 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, 10-0 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 | Awaiting submission. |
| 488 Crescent Avenue | Special Use for Personal Training Facility | NA | Pending | NA | Pending | Awaiting submission. |
| 578A Duane Street, DuPage Neurology & Wellness Center | Sign Variation | Est. 2/10/2010 | NA | NA | Pending | Partial application received 12/11/2009. Awaiting Resubmittal. |
| 90 N. Finley, Nicor | Special Use Permits, Text Amendment, Zoning Variations, Sign Variations and Exterior Appearance for construction of new 196,000 square foot facility. | Pending | Pending | NA | Pending | Review comments sent May 14, 2010. Awaiting resubmission. |
| 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. |
| 289 Illinois Street | Zoning variation to allow the construction of an addition that does not meet the minimum required side yard setback. | NA | Public hearing 7/27/2010 | NA | Pending | Submittal received 6/24/2010. Under review. |
| 393 N. Main Street, St. Mark's Episcopal Church | Special Use and Zoning Variation for Nursery School | NA | Public hearing 5/13/2010. Plan Commission recommended approval 9-0. | NA | 6/14/10 | Approved by Village Board on 6/14/2010. |
| 411 N. Main Street, Tap House Grill | Special Use for Live Entertainment | NA | Pending | NA | Pending | Application packet and submission list sent 2/9/2010, awaiting submission. |
| 466 Main Street | Zoning Code Text Amendment and Special Use Permit for multi-use cultural, entertainment and assembly space. | NA | Pending | NA | Pending | Awaiting submission. |
| 515-519 Main Street, Churchill Condominiums | Special Use Permit for Cellular Antenna | NA | Pending | NA | Pending | Awaiting submission. |
| Memorial Park | Enhancements to Fields | NA | ? | NA | ? | Awaiting submission. At that time, determination will be made about what approvals are necessary. |
| Newton Avenue Water Tower | Special Use for DuComm Antenna | NA | Pending | NA | Pending | Awaiting submission. |

| 980 Oxford Road | Zoning variations for a gazebo, outdoor fireplace and patio that do not meet the minimum side yard setbacks and exceed the maximum permitted areas. | NA | Public hearing 7/27/2010 | NA | Pending | Submittal received 6/24/2010. Under review. |
|--|---|-----------------------------------|---|----|---------|---|
| 1N182 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. |
| 577 Pennsylvania Avenue, Advance Cosmetics | Sign Variation | Pending | Public hearing 5/26/2010. ARC recommended approval 5-0. | NA | 6/28/10 | Approved by Village Board on 6/28/2010. |
| 369 Roosevelt Road, Grandma Sally's | Exterior remodel and possible enclosure of outdoor seating area. | Pending | ? | NA | Pending | Applications and submission list sent on 7/30/2009, awaiting submission. |
| 610 Roosevelt Road, Arvatis Pizza | Sign Variation | Pending | NA | NA | Pending | Awaiting Submission |
| 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. |
| 696 Roosevelt Road, Advance Auto Parts | Exterior Appearance and Sign Variations | Pending | NA | NA | Pending | Awaiting Submission. |
| 680 Roosevelt Road, Trader Joes | Special Use Permit for Outdoor Sales and Storage | NA | Pending | NA | Pending | Submission checklist sent on 3/29/2010, awaiting submission. |
| 690 Roosevelt Road, La Playa Cantina | Special Use for Live Entertainment | NA | Pending | NA | Pending | Awaiting Submission. |
| 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. |
| 503 Duane Street | Sign Variation | Pending | NA | NA | Pending | Awaiting application. Application and submission list sent on 8/17/2009. |
| 487 Pennsylvania Avenue | Special Use for Insurance Agency | NA | Pending | NA | Pending | Submittals list sent 9/23/09, awaiting application |
| 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. |

| | | | | | | | | |
|--------------------------------|--|----|----|----|----|----|---|--|
| Glen Oak Country Club | Annexation w/an Agreement for a strip of Country Club Property adjacent to Hill Avenue. | NA | NA | NA | NA | NA | Pending | Agreement under negotiation. Plat has been prepared. |
| Hill Avenue Annexation | Annexation agreements with Elliot Property located east of the Glen Oak Country Club and the Industrial property across the street | NA | NA | NA | NA | NA | Pending | Met with Mr. Elliot on 3/17/2010 to discuss possible terms of annexation agreement particularly related to the possible closure of the Hill Avenue bridge. Met with two property owners to north on 4/8/2010 to discuss same. |
| NEC of Five Corners | Annexation and Annexation Agreements for Properties in 4-block area northeast of 5-corners. | NA | NA | 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 | NA | NA | Pending | Some utility information and costs received. |
| Marston Area | Renewal of expired annexation agreements followed by annexation of properties contiguous to Glen Ellyn with agreements. | NA | NA | NA | NA | NA | Public hearing 1/25/2010 on 29 of 32 agreements. Public hearing on remaining 3 agreements anticipated in September. | Annexation agreements for 29 of 32 properties approved at 1/25/2010 meeting. The planning team is following up on the remaining agreements. One of the 3 outstanding agreements was signed and returned. The 2 remaining properties have until August 25 to return signed agreements or water will be shut off. |
| Glen Crest Subdivision (North) | Renewal of previously approved but never fully executed annexation agreements for 49 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 | NA | NA | Pending | Template annexation agreement at attorney's office for review. Looking up ownership information, legal descriptions and PINs for each property so can customize agreements. |
| Glen Crest Subdivision (South) | Renewal of previously approved but never fully executed annexation agreements for 47 properties along Glen Crest Drive, Ridge Road and Danby Road being served by Village water and sanitary sewer since roughly 1975. | NA | NA | NA | NA | NA | Pending | Template annexation agreement at attorney's office for review. Looking up ownership information, legal descriptions and PINs for each property so can customize agreements. |
| Sunnybrook Estates | Annexation of Sunnybrook Estates Subdivision. | NA | NA | NA | NA | NA | 7/12/09 | Need to evaluate several potential annexation routes and select one to pursue. Annexation and Development agreement never signed due to a clause in the approving Ordinance preventing its execution until certain funds were paid to Milton Township. A settlement agreement with a payment schedule was entered into between the petitioner and Milton Township. Subsequently, an amendment to the approving Ordinance removing this clause is scheduled for consideration at the 7/12/2010 Village Board meeting. |
| Swift Road | Annexation of Properties Contiguous to Glen Ellyn with Annexation Agreements. | NA | NA | NA | NA | NA | Pending | |

| SELECT SPECIAL PROJECTS | 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 12/3/2009 informing owners that payment must be received or payment arrangement entered into. |
| Annual ARC Awards | Annual awards granted for architectural design and landscaping granting by ARC discussed at the 6/9/2010 ARC meeting. Discussion tabled until the Commission meets again. |
| 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. First draft of property maintenance code presented to BBA at 5/3/2010 meeting. First draft of life safety code and second draft of property maintenance code presented to the BBA at 6/7/2010 meeting. Property maintenance code and life safety code submitted to Village attorney for review of six items. Fire code scheduled for review by BBA on 8/2/2010. |
| College of DuPage | Village President and management met with COD in February to further discuss the Village's authority related to construction on the campus. An updated surrounding community survey was completed in March and COD met with Village staff in March to share a courtesy copy of their plans for landscaping and signage changes on the campus. At the direction of the Village Board a letter was sent to COD informing them that they must comply with the Glen Eilyn Sign Code and previously approved Sign Plan. COD began installing signs in mid-June. A stop work order was placed on the project. |
| 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. |
| 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 plan to enter into a reciprocal access easement agreement. |
| Establishment of New Downtown Organization | Resolution approving Transitional DAC adopted on 11/23/2009. First meeting of the Transitional DAC held on 12/29/2009. Members of the TDAC and planning team visited Geneva, Batavia, Wheaton, LaGrange, Elmhurst and Highland Park in January and gathered information about the roles and responsibilities of the various organizations in these communities with responsibilities in their downtowns. The committee met twice in March and discussed the proposed structure of the organization and developed a preliminary budget. On April 20, 2010, by a vote of 10-0 the TDAC unanimously recommended that the Village Board approve their proposal for the creation of a new downtown organization. The proposal was presented to the Village Board at the 5/17/10 workshop. Comments from the public are being solicited. |
| 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 after report complete. |
| Glenbard Wastewater, Bemis Road, Clearwire Antenna | Draft license agreement under review to allow antenna on GWA property which owned by the City of Lombard and in Glen Eilyn's planning jurisdiction. |
| Lincoln Avenue Right-of-Way Vacation | Request received to consider vacation of Lincoln Avenue right-of-way located between 755 and 767 Chidester Avenue. |
| RTA Grant Application | RTA Community Planning Program Grant application submitted to assist with further study of several projects recommended in the downtown plan including the new train station, parking structures and two new large mixed use developments on the Main Street parking lot site and in the Crescent/Glenwood Avenue area. We should receive a preliminary indication from the RTA in October as to whether or not the grant will be awarded. |
| Sign Code Update | ARC discussed potential amendments at June 3 meeting. Surrounding community survey complete. Second draft of Code complete and undergoing internal review. |
| Utility Connection Letters - Lambert Farms | Letters sent to properties in Lambert Farms and one property on Crescent Boulevard which were required to connect to Village water by July 1 based on terms of annexation agreements. Two properties in Lambert Farms that were involuntarily annexed each owe the Village more than \$15,000 (including permit fees). A total of 8 of the 10 properties that letters were sent to have applied for permits to connect to water and have paid a total of \$26,400 to the Village in connection fees (plus \$2,800 in permit fees). The Village has or is in the process of entering into payment agreements for the two properties that were involuntarily annexed. |
| Utility Payments | Letters sent to property owners in Arboretum Estates East subdivision and along Valley Road with overdue utility payments. Payment has been received by all property owners with the exception of 3 properties on Valley Road. Final 30 day notices being sent to the 3 outstanding properties informing them that their water will be shut off if payment is not received or a payment agreement entered into. |



PLANNING AND DEVELOPMENT DEPARTMENT
MONTHLY REPORT
June 2010



| | June 2010 | 2010 YTD | 2009 Actual |
|---|-------------|-------------|---------------|
| Total Building Permits Issued | 128 | 515 | 879 |
| New Single Family dwelling | 2 | 5 | 7 |
| New Multi-family dwelling | 0 | 0 | 0 |
| New Commercial building | 1 | 3 | 1 |
| Additions and Alterations Single-family | 32 | 81 | 149 |
| Additions and Alterations Multi-family | 0 | 0 | 0 |
| Demolitions | 1 | 2 | 16 |
| Additions and Alterations Commercial | 1 | 18 | 40 |
| Accessory Structure/Miscellaneous | 91 | 406 | 682 |
| Total Estimated Construction Value (millions) | \$3.46 | \$53.90 | \$21.34 |
| Certificates of Occupancy (TCO & CO) | 1-TCO; 1-CO | 4-TCO; 6-CO | 24-TCO; 22-CO |
| Stormwater Permits Issued | 2 | 6 | 9 |
| Demolition Permits Applications | 1 | 4 | 11 |
| Sign Permits Issued | 4 | 17 | 26 |
| Banner Sign Permits Issued | 1 | 15 | 21 |
| Total Inspections Conducted | 579 | 2062 | 4876 |
| Building Inspections | 368 | 1223 | 2451 |
| Exterior Appearance/Ordinance Inspections | 1 | 7 | 12 |
| Elevator Inspections | 8 | 37 | 107 |
| Fire Inspections | 9 | 62 | 387 |
| Grading/Stormwater Inspections | 23 | 117 | 163 |
| Landscape Inspections | 1 | 3 | 13 |
| Property Maintenance Inspections | 124 | 450 | 984 |
| Site Inspections | 45 | 163 | 759 |
| Total Development Applications Acted On | 3 | 14 | 38 |
| Exterior Appearance | 0 | 2 | 3 |
| Planned Unit Development | 0 | 0 | 2 |
| Sign Variation | 1 | 3 | 4 |
| Special Use Permit | 1 | 3 | 7 |
| Stormwater Variation | 0 | 0 | 2 |
| Subdivision | 0 | 0 | 2 |
| Zoning Map Amendment | 0 | 0 | 1 |
| Zoning Text Amendment | 0 | 0 | 1 |
| Zoning Variation | 1 | 6 | 16 |
| Misc. Ordinances/Resolutions Acted On | 2 | 7 | 25 |
| Annexations Approved | 0 | 0 | 0 |
| Annexation Agreements Approved | 0 | 31 | 4 |
| Recapture Agreements Approved | 0 | 0 | 1 |
| Right-of-Way Vacations | 0 | 1 | 0 |
| Violation Letters Issued (prior to citation) | 33 | 179 | 360 |
| Citations Issued | 0 | 4 | 14 |
| Pre-Existing SU Administrative Approval Request | 0 | 0 | 2 |
| Consolidations, 2-Lot Subdivs & Land Transfers | 0 | 0 | 5 |
| Village Code Waiver for Special Event | 0 | 0 | 5 |
| License Agreements Approved | 1 | 5 | 8 |
| Administrative Approval - Promotional Event | 0 | 0 | 2 |

VILLAGE OF GLEN ELLYN PUBLIC WORKS DEPARTMENT MONTHLY REPORT

June 2010

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:

- 26 tree preservation plans and parkway tree permit applications
- 5 plan re-submittals
- 18 tree fence and root pruning inspections
- 19 refunds of deposit

123 parkway trees were scheduled for removal - letters were prepared and mailed to residents informing them of the pending removals. In addition, 34 tree removals and 35 stumps were completed. The pending and completed removals and completed stump grinding was entered into CartêGraph and Excel spreadsheets.

Admin researched owner-of-record and property identification numbers and prepared and mailed 12 weed violation letters and updated Weed Violation Tracking and Work Management database; requested invoicing for 3 weed violation mowings completed by staff.

Approximately 1,187 phone calls were handled by the admin team in June. Many were forestry-related calls exacerbated by three powerful storms between June 18th and June 27th.

ENGINEERING

Projects in Construction Phase

BRYANT AVENUE/THAIN'S ADDITION –

Contractor: Martam Construction

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

| Start | Completion | %done | Contract |
|--------|------------|-------|----------------|
| 4/7/10 | 10/31/10 | 23.0% | \$5,709,918.85 |

Storm sewer construction continued on various corridors including Duane Street and Bryant Avenue.

Water main installation was completed on Duane Street including pressure testing; most segments have been successfully disinfected. Sanitary sewer services were installed on Longfellow and Duane Street. Work on Bryant near Ben Franklin School commenced including pavement removal; water main installation; sanitary sewer service line replacements; and miscellaneous storm sewer upgrades. Roadway rehabilitation work on Lowell progressed, with completion of all concrete work, removal of the existing pavement, base preparation and installation of the binder course of asphalt. The Bryant Avenue roadway between Hill and Duane was cut to grade, with a manageable number of undercuts performed to remove poor underlying soils.

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 preconstruction conference was held on June 11, 2010 at the IDOT District 1 offices in Schaumburg. Prior to the strike, initial project activities were completed including placing tree protective fence and silt fencing, tree root pruning, and erecting temporary signals at Riford and St. Charles Road. The temporary signals will become operational upon the resumption of work.

SOUTH PARK BOULEVARD LAPP –

Contractor: Geneva Construction

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

The preconstruction conference was held on June 11 at the IDOT District 1 offices in Schaumburg. Construction work got underway in mid-June with curb and gutter replacements, sidewalk ramp construction, miscellaneous utility work and investigations at the south entrance to the east end

of Market Plaza to remedy unusual pavement displacements at the driveway.

Projects in Design/Bidding Phase

BRAESIDE LIGHTING PROJECT –

Engineer: Pavia-Marting

The consultant has prepared a preliminary report looking at various lighting options.

CRESCENT BOULEVARD SIDEWALK EXTENSION –

Engineer: Pavia-Marting

Preliminary plans, specifications and cost estimate have been prepared by the consultant and submitted for Engineering Division review.

HILL AVENUE WATER MAIN EXTENSION –

Engineer: Walter E. Deuchler

Updated cost estimates have been prepared by the consultant.

LAKE ELLYN OUTFALL CHANNEL REHABILITATION –

Engineer: Burns & McDonnell

Review comments on stormwater permit application materials are being reviewed by the engineer.

NICOLL WAY LAND BRIDGE REPAIRS –

Engineer: Walter E. Deuchler

Project bidding will be deferred until at least the end of summer to conserve Capital Improvement Project fund balances.

RIGHT TURN LANE ON LAMBERT AT ROOSEVELT –

Engineer: Hampton Lenzini Renwick

The land parcel appraisal process is continuing.

Projects in Punch List / Closeout Phase

PARK/GE PLACE/PRAIRIE IMPROVEMENTS PROJECT –

Contractor: Brothers Asphalt

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

Preparations are 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.

TURNER, EAST OF MAIN ST. STORM SEWER -

Contractor: Neri Brothers Construction

(Value of Contract = \$46,000)

Staff is preparing closeout paperwork for the project.

Projects under contract

SCADA SYSTEM UPGRADE PROJECT –

Contractor: Gasvoda and Associates

(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. Engineering Resource Associates was retained to provide structural engineering review and sketches for the proposed tower and antenna system to be installed near the West Pressure Adjusting Station.

Engineering Projects

CENTRAL BUSINESS DISTRICT TRAFFIC STUDY –

Engineer: pending

A Request for Proposal is being prepared for distribution to traffic engineering consultants for a project to assess traffic patterns and parking in the CBD to determine the impacts of changing existing one-way streets to two-way and implementing other features recommended in the recently completed Downtown Strategic Plan.

CRESCENT BOULEVARD CONCEPT STUDY –

Engineer: Burns & McDonnell

The draft report has been prepared by the consultant, with a first review performed by the Engineering Division. The second draft will be available soon and will be distributed to project stakeholders for comments.

ESSEX COURT DRAINAGE IMPROVEMENTS –

Engineer: Rezek, Henry

Updated cost estimates, alternative assessments and investigations into possible funding sources through FEMA programs are being performed by the engineer and should be available by the end of July.

NORTH REGIONAL DETENTION FACILITY –

Engineer: A. McGurr, Ltd.

Further research is being conducted for the CBBEL report on alternative locations.

SANITARY SEWER EVALUATION SURVEY –

Engineer: RJN Group, Inc.

Smoking testing is getting underway in the middle section of the Village. Information letters were distributed to residents and businesses within the testing area, which is generally bounded by Turner

Avenue on the north, I-355 on the east, Taft Avenue on the south and Ott Avenue on the east. Smoke testing will be conducted from early July through mid-August. Additional information on the smoke testing process has been posted on the Village and engineer websites.

SUNSET/TURNER IMPROVEMENTS PROJECT –

Engineer: Kudrna & Associates

Project engineering will pick up again in 2010 for bidding in 2011.

EQUIPMENT SERVICES

In the month of June, 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 1,598 days without a "lost time" accident.

The Equipment Services Supervisor completed 12 hours of on-line training for the new fleet management program (CFA). Two ESD team members attended a training seminar for the Ford 6.4/6.7l power stroke diesel engines.

Facilities repairs performed by the ESD included the replacement of the yard gate timer and the installation of recycling bin/trash bin identification signs. The wash bay pressure washer was repaired and the in line water filter was cleaned.

On June 12th, the Village of Glen Ellyn participated in the DuPage Mayors and Managers Vehicle and



Public Works Equipment Auction. The Auction was held in Wheaton Illinois at the DuPage County

Fairgrounds. The Equipment Services Division provided two Equipment Services Technicians and a



service truck. Total auction sales for the Village of Glen Ellyn were \$35,700.00 (\$30,345.00 net). One piece of equipment did not sell because the bids did not reach the reserve price. This machine was later sold for \$16,000 net to the highest bidder.

The ESD performed necessary work to prepare numerous Village vehicles and equipment for the 4th of July parade.

Equipment Services completed the upfit of an undercover/surveillance vehicle for the Police Department. Stealth emergency lighting and sirens were installed and the windows were tinted. Vehicle make/model and pictures will not be provided in this report due to the nature of its operations.

Ninety nine work orders were related to the maintenance and repair of Police Department vehicles and equipment. The DVD drive and system battery were replaced in patrol squad 02 and the supplemental inflatable restraint was repaired in patrol squad 03. The front disc brakes and the air bag jewel were replaced in patrol squad 04. The front hood and grill were replaced in patrol squad 05 and the front bumper cover was buffed. The A/C was repaired in patrol squad 06 and the front disc brakes were replaced in patrol squad 07. The electronic instrument cluster was replaced in patrol squad 08. The battery was replaced in patrol squad 09 and a parasitic system drain was repaired. A fuel injector and an ignition coil were replaced in patrol squad 18 and a new battery was installed. A seized vehicle was prepared for police use. The brakes and A/C were repaired and PM service was performed.

Audio/video system repairs were performed and a number of DVD discs were replaced and formatted. 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.

The ESD completed the conversion and upfit of a 2007 Ford Expedition from Police operations to Fire



operations. This command vehicle will be used by the Glen Ellyn Volunteer Fire Company Assistant Chief 02. Emergency lighting; four communication radios; a laptop computer with vehicle doc; a GPS vehicle location and navigation system; a battery charger with an auto eject system; and portable radio pack chargers were installed. New tires were



installed; the A/C was repaired; and all levels of PM service were performed prior to completion.

Nineteen work orders were related to the maintenance and repair of the Glen Ellyn Volunteer Fire Company's vehicles and equipment. Maintenance was performed on both front line ambulances. The emergency lights relay and patient

module dome lighting were repaired on Medic 22. The door molding was installed on Engine 26 and the shoreline auto eject was replaced on Engine 27. Old Squad 34 was decommissioned and emergency equipment was removed. Numerous chassis and emergency lighting repairs were performed on Fire Company vehicles. All PM's were completed on time.

One hundred four work orders were related to the maintenance and repair of Public Works Operations Division vehicles and equipment. A backup safety alarm was installed in vehicle 216 and the front disc brakes were replaced on pickup truck 227. The air brake governor air line fittings were replaced in Vactor 230 and the taillight wiring was repaired in dump truck 231. The body marker light wiring was repaired in dump truck 232. The alternator; the battery; and the serpentine accessory drive belt were replaced in lift gate truck 233. The dump body tarp was repaired in dump truck 234 and the rear mud flap was reinstalled. The hydraulic drive motor linkage was adjusted in mower 237. The dump body drop sides were repaired in dump truck 244 and the tube steps were replaced in pickup truck 254. The brooms and rear warning light were replaced in street sweeper 249. The seat panels and seat back adjuster handle was replaced in dump truck 260. The knives were replaced on chipper 510 and the anvil gap 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 HVAC fan control module was replaced on the Village Forester's vehicle 261 and the arrow stick switch was replaced. An hour meter was installed on the Village Utility Inspector's van 245.

Fourteen work orders were related to the maintenance and repair of Glenbard Wastewater Authority vehicles and equipment. The door "hold open" latching assembly was replaced on wheel loader 610. 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 volunteer to discuss Tree Preservation Tracking. This is a project in which we revisit development sites that have been closed out and identify a variety of information on the remaining trees, both public and private. Some of the information we collect is: how many public/private trees are remaining that were identified to be saved after construction and what is their current condition, if the tree(s) are gone why they were removed. We hope that this information will help to guide recommendations on the upcoming review of the private tree preservation ordinance.

The Forestry Intern and Engineering Intern began using our GPS unit to locate all parkway ash trees. To date all ash trees that are being treated with a chemical to help control EAB are identified and the next step will be to identify all other parkway ash.

The Valent Legacy Tree Project and the Valent/Morton Arboretum Research Project were completed in June on approximately 250 parkway ash trees. These are projects in which chemicals were used to help control Emerald Ash Borer. In addition letters were sent out to all residents that have parkway ash trees adjacent to their homes informing them of several components of the EAB Management Program. The Village Forester received forty calls from residents regarding this program.

OPERATIONS

June Rain = 8.88"

Although temperatures this month were average, rainfall was not. June, on average, is the wettest month of the year in Chicago and June 2010 produced twice the amount of monthly average rainfall. There was measurable rain on 14 of 30 days with four storms producing more than 1" of rain and the June 23rd storm producing over 2". June is becoming a memorable month for storms.

On the afternoon of Friday 6/18, a major storm front with strong winds came through the Chicago land area causing widespread damage. Operations had crews out Friday evening dealing with downed trees

blocking roadways and sidewalks as well as barricading and detouring areas with downed wires.



Operations continued to work through the weekend clearing trees and limbs from ROW as well as limbs from public trees that fell on private property. Over fifty-eight tree/wire issues were resolved during the weekend and throughout the next week. Operations also cleared all brush north of Hill Ave during the week of 6/21 while the brush contractor cleared south of Hill as scheduled. Operations rented a second chipper to have two crews clearing brush in order to finish by the end of the week.

Adding insult to injury on the storm front was the flooding event on Wednesday 6/23. Almost 1.75" of rain fell between 6-7pm producing fourteen flooding issues for Operations. Seven employees returned to work that evening for a couple of hours to help clear debris and monitor flooded areas. Within 2 hours, all ROW flooded areas had receded. The Metropolitan Mayors Caucus surveyed municipalities asking for costs associated with the June/July storms. Only OT labor, rental and all vehicle hours can be reported according to IEMA policy; Glen Ellyn PW reported \$17,750 in estimated costs with the two June storms.

The new hotbox that the Equipment Services Division discussed in the April 2010 PW monthly report has been seeing a fair amount of action in the month of June. This hotbox keeps asphalt material heated and pliable for pavement and pothole patches. This tilt hotbox is capable of raising and offering a controlled discharge of material onto a shoveling platform or directly onto the road surface. This is a distinct advantage over the old hotbox that

required employees to shovel out all the material. This month, Operations continued to concentrate on



the parade and race routes connected to the July 4th holiday as well as roads used as entrance and exit routes for fireworks at Lake Ellyn.

This month Operations faced two water main breaks at the same address, 679 Harding. The first dig required removing half of the driveway apron. A clamp was put in place over the rot hole on the 6" main and the excavation was backfilled with gravel. The next day a second leak was reported. The leak detection company pinpointed the leak under the second half of the driveway apron. After digging in this spot, no leak was found; but water was flowing from the gravel of the previous days' repair. This created a difficult situation as a parkway tree prevented digging from the opposite side. The crew first backfilled this second hole with gravel and then



positioned the backhoe on that gravel to dig out the gravel from the first repair. A second rot hole was located less than a foot away from the repair clamp. The repair was made and the excavation backfilled for a second time. Leak detection is not an exact science; since the leak location was so far off (more

than 6'), PW talked with the contractor and received no bill for the service. The residents at 679 Harding were very understanding during these days of inconvenience and very appreciative of the crews' efforts that required overtime.

Employee happenings:

- Safety meeting – Hard hat requirements and safety checks

- Training – 2 employees – Bucket Truck demo

- Evaluations - none completed

 - (Operations has 4 reviews that are 1½ months overdue).

Below you will find a list of projects completed in June 2010 not captured in the core function spreadsheet:

Utilities

- Bio Bags in Grease lines – 243

- B-Box repairs – 4

- B-Box replacement - 1

- Dust Suppression Meters – 0 days

- Hydrant Repairs – 1

- Hydrant Flushing – 346 (100% complete)

- Hydrant Flow Testing – 64 (100% complete)

- Storm Sewer Repair – 1

- Structure Repairs – 8

- Structure Spot Repairs – 4

- Misc. –

 - Cleaned all grease lines in Village

 - Televised sanitary sewer connection for

 - 923 Maryknoll Circle at request of engineering

Forestry

- Weed Mows -

 - Inspections - 15

 - Notices – 13

 - Violation inspections - 10

 - Mows – 3

- Misc. –

 - Watered the transplanted Summerdale Oak tree and Webster memorial tree once

Streets

- Asphalt – 6 days pothole patching

 - 5 days pavement patching

- CBD – Painted infrastructure as needed

 - July 4th prep – sweep parking lot corners

 - Weed sidewalks

Weed landscape beds
 Drinking Fountains – 4 polished
 Electric –
 1 fuse replaced
 2 bulbs replaced
 Fence – (contractor)
 Train station – loose and missing pieces repaired
 Panfish Park – chain link at outfall repaired
 Flowers –
 Watering as needed
 Planters displayed
 9 large groupings (27 pots)
 28 hanging planters
 10 painted pots
 Saturday flower delivery for volunteer plantings
 9 of 14 beds were planted by volunteers
 Irises and hostas (from Stevie Chandler’s house)
 planted at train station and Shock’s Park
 respectively
 3 tree grate areas in CBD planted with perennials
 and annuals
 7 bed areas planted (train station, fire station,
 flower clock, civic center, horse trough,
 Volunteer Park, Main/Penn lot)
 Hauling – 7.47 tons
 Public Hearing Signs – 2 placed
 0 retrieved
 Signs – Street marker post rehab completed
 Special Events –
 Glenbard West Graduation – 36 lit barricades,
 8 cones
 PD Car Seat event – 6 barricades, 3 signs on
 barricades, 20 cones
 Woofin’ and Hoofin’ race – 78 barricades,
 6 barricades with signs

PLANT OPERATIONS

Water Plants

Newton - We are in the process of reviewing cost proposals from various well companies to pull and inspect Well # 5.

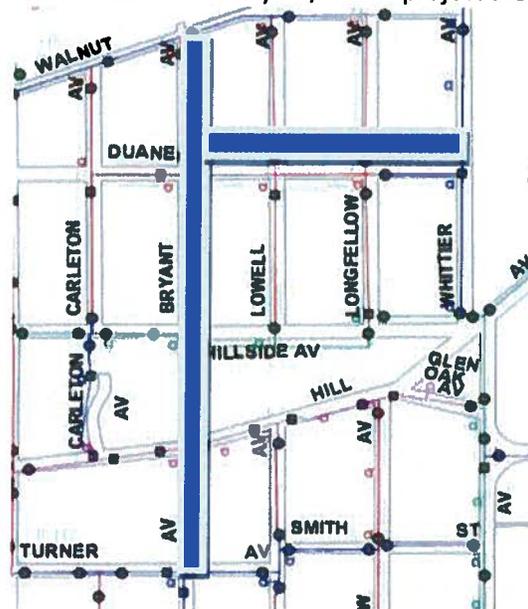
General - Continued mounting radio panels at Civic Center, Newton, NPAS, and Cottage

Lift Stations - NO REPORT

Distribution System

32 routine bac-t samples

Multiple rounds of chlorination and testing to new water mains in the Bryant/Thains project area.



Administration

Monthly State Report submitted to IEPA

Updates to Cross-Connection records

Completed 2010 Water Quality Report and mailed to residents.

Updated Hydrant Flow data

ITEMS BEFORE THE VILLAGE BOARD

June 2010

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

1. Approval to authorize payment to CBMT Greenhouses, Inc. of Hampshire, IL for material costs associated with the Summer 2010 CBD flower plantings in the amount of \$13,788.
2. Approval to authorize payment to the Glen Ellyn Park District for reimbursement of wetland remediation at the Ackerman Park facility in the amount of 11,944. A wetland violation was recorded that was attributed to the Village’s snow storage operations.

3. Approval of an Ordinance modifying a previous Ordinance to increase the cost of the Lambert Road Undergrounding Project between Roosevelt Road and the Public Works Facility as part of Rider LGC (Local Government Compliance). The cost estimate for the project was increased since the last Ordinance was passed and the Village Board agreed with a Public Works recommendation to maintain the original scope at a higher cost to the resident.
4. The Village Board also gave direction to move forward with a modified Parkway Tree

Reforestation Program that will include a 100% resident funded program, a 50/50 Cost share program, and a voluntary donation program. Details will be rolled out to the public in July for incorporation into our Fall 2010 planting season.

5. The following Public Works Employees were recognized for exceptional work and/or anniversary dates at a June Village Board Meeting: Gary Bach (25 Years), Bill Miller, Rick Mascarella, and Mike Zitzka

PW Budget Tracking

| <u>June '10</u> | FY10 | FY10 Revised | | % of | % |
|--|---------------------|---------------------|--------------------|--------------|--------------|
| <u>Operations and Maintenance</u> | Budget | Budget | Spent YTD | FY10 | Spent |
| Administration & Engineering | \$812,200 | \$813,729 | \$129,513 | 16.7% | 15.9% |
| General Fund - Operations | \$2,073,200 | \$2,178,192 | \$276,733 | 16.7% | 12.7% |
| Water Fund - O/M | \$3,421,300 | \$3,625,311 | \$543,552 | 16.7% | 15.0% |
| Sanitary Sewer Fund - O/M | \$4,501,300 | \$4,524,536 | \$665,791 | 16.7% | 14.7% |
| Parking Fund - O/M | \$224,000 | \$361,540 | \$138,323 | 16.7% | 38.3% |
| Equipment Services Fund | \$1,543,300 | \$1,543,300 | \$470,980 | 16.7% | 30.5% |
| Motor Fuel Tax Fund - O/M | \$705,000 | \$810,000 | \$112,878 | 16.7% | 13.9% |
| Total | \$13,280,300 | \$13,856,608 | \$2,337,770 | 16.7% | 16.9% |
| <u>Capital Program</u> | | | | | |
| Water Fund - Capital | \$1,711,000 | \$1,817,900 | \$204,759 | 16.7% | 11.3% |
| Sanitary Sewer Fund - Capital | \$1,820,000 | \$2,198,022 | \$305,787 | 16.7% | 13.9% |
| Parking Fund - Capital | \$0 | \$0 | \$0 | 16.7% | 0.0% |
| Motor Fuel Tax Fund - Capital | \$0 | \$0 | \$0 | 16.7% | 0.0% |
| Capital Projects Fund | \$7,094,000 | \$7,558,604 | \$250,176 | 16.7% | 3.3% |
| Total | \$10,625,000 | \$11,574,526 | \$760,722 | 16.7% | 6.6% |

PW CORE FUNCTIONS

| Admin | June 10 | June 09 | +/- | 2010 YTD | 2009 YTD | +/- |
|-------------------------------------|----------------|----------------|------------|-----------------|-----------------|------------|
| Phone calls | 1,187 | 1,045 | 142 | 5,373 | 6,027 | (654) |
| Work Orders | 247 | 185 | 62 | 753 | 785 | (32) |
| Time Sheets | 607 | 605 | 2 | 3,083 | 2,694 | 389 |
| Invoices | 170 | 190 | (20) | 809 | 965 | (156) |
| Customer Service Appts | 150 | 160 | (10) | 666 | 496 | 170 |
| ESD | | | | | | |
| Jobs | 296 | 314 | (18) | 2,065 | 2,189 | (124) |
| Scheduled | 89 | 142 | (53) | 785 | 1,211 | (426) |
| Non-Scheduled | 2 | 0 | 2 | 9 | 6 | 3 |
| Urgent | 3 | 2 | 1 | 32 | 50 | (18) |
| Routine | 202 | 170 | 32 | 1,239 | 841 | 398 |
| Total Fuel Pumped (gal) | 8,644 | 9,185 | (541) | 48,648 | 50,122 | (1,474) |
| Forestry | | | | | | |
| Service Requests | 134 | 142 | (8) | 277 | 341 | (64) |
| Operations - Utilities | | | | | | |
| Work Orders Completed | 31 | 18 | 13 | 121 | 163 | (42) |
| Water Main Breaks | 3 | 2 | 1 | 8 | 17 | (9) |
| Sanitary Sewer Back Ups | 8 | 3 | 5 | 45 | 35 | 10 |
| Sanitary Sewer Back Ups - Village | 0 | 2 | (2) | 5 | 5 | 0 |
| Sanitary Sewer Cleaned (feet) | 14,000 | 3,600 | 10,400 | 26,300 | 11,570 | 14,730 |
| Storm Sewer Structures Cleaned | 58 | 54 | 4 | 179 | 199 | (20) |
| Storm Sewer Cleaned (feet) | 465 | 200 | 265 | 515 | 1,145 | (630) |
| Storm Sewer Grates cleaned - cycles | 5 | 4 | 1 | 11 | 16 | (5) |
| Landscape Restorations (50/50) | 12 | 9 | 3 | 42 | 35 | 7 |
| JULIES | 533 | 492 | 41 | 2,102 | 2,049 | 53 |
| Operations - Forestry | | | | | | |
| Work Orders Completed | 108 | 45 | 63 | 243 | 130 | 113 |
| Tree Removals | 17 | 15 | 2 | 132 | 49 | 83 |
| Tree Stump Grinding | 41 | 88 | (47) | 135 | 119 | 16 |
| Tree Cable Inspections | 0 | 0 | 0 | 36 | 9 | 27 |
| Mowing Cycles | 1 | 3 | (2) | 5 | 5 | 0 |
| Operations - Streets | | | | | | |
| Work Orders Completed | 43 | | 43 | 245 | | 245 |
| Asphalt - Potholes (surface tons) | 27 | 17 | 10 | 79 | 109 | (31) |
| Asphalt - Patching (surface tons) | 14 | 21 | (7) | 44 | 36 | 8 |
| Block Party | 7 | 8 | (1) | 10 | 11 | (1) |
| Parking Meter Collections | 4 | 4 | 0 | 25 | 26 | (1) |
| Parkway Restorations | 10 | 8 | 2 | 48 | 47 | 1 |
| Signs - Fabricated | 47 | 87 | (40) | 476 | 426 | 50 |
| Signs - Installed | 2 | 7 | (5) | 137 | 194 | (57) |
| Signs - Rehabbed | 63 | 32 | 31 | 193 | 171 | 22 |
| Street Sweeping (days) | 21 | 19 | 2 | 71 | 74 | (3) |
| Street Sweeping (early AM) | 8 | 9 | (1) | 31 | 28 | 3 |
| Street Sweeping (extra) | 0 | 1 | (1) | 2 | 4 | (2) |
| Special Events | 3 | 3 | 0 | 12 | 12 | 0 |

July 8, 2010

CONSTRUCTION ACTIVITY / PROJECT REPORT

CONSTRUCTION PROJECT PROGRESS REPORTS

SPECIAL NOTE – STRIKE UPDATE: A GENERAL CONSTRUCTION LABORER AND OPERATORS STRIKE HAS BEEN IN EFFECT SINCE JUNE 30, IDLING MOST UTILITY AND ROADWAY PROJECTS IN THE CHICAGO AREA. HENCE THERE HAS BEEN NO CONSTRUCTION ACTIVITY ON THE THREE MAJOR GLEN ELLYN INFRASTRUCTURE PROJECTS IN THE PAST WEEK. A BARGAINING SESSION WAS HELD ON JULY 7 BETWEEN THE UNIONS AND REPRESENTATIVES OF THE CONTRACTOR COMPANIES. WHILE NO AGREEMENT WAS REACHED, THE PARTIES REPORT SOME PROGRESS AND HAVE AGREED TO MEET TWICE IN THE COMING DAYS TO CONTINUE NEGOTIATIONS – A HOPEFUL SIGN. WE ARE CAUTIOUSLY OPTIMISTIC THAT THIS WORK STOPPAGE WILL BE OVER IN THE NEAR FUTURE AND THAT CONSTRUCTION CAN THEN BEGIN IN EARNEST AGAIN ON THE PROJECTS WITH NO SIGNIFICANT IMPACTS ON PLANNED COMPLETION DATES.

Projects in Construction Phase

SOUTH PARK BOULEVARD & LAMBERT ROAD LAPP – Contractor: Geneva Construction

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

The preconstruction conference was held on June 11 at the IDOT District 1 offices in Schaumburg. Construction work got underway in mid-June with curb and gutter replacements, sidewalk ramp construction, miscellaneous utility work and investigations at the south entrance to the east end of Market Plaza to remedy unusual pavement displacements at the driveway.

BRYANT AVENUE – THAIN'S ADDITION – Contractor: Martam Construction

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

Project metrics as of 6/5/10: Estimated % Complete = 23%; Contractor Billings (thru Pay Est. #2) = 23%
Storm sewer construction continued on various corridors including Duane Street and Bryant Avenue. Water main installation was completed on Duane Street including pressure testing; most segments have been successfully disinfected. Sanitary sewer services were installed on Longfellow and Duane Street. Work on Bryant near Ben Franklin School commenced including pavement removal; water main installation; sanitary sewer service line replacements; and miscellaneous storm sewer upgrades. Roadway rehabilitation work on Lowell progressed, with completion of all concrete work, removal of the existing pavement, base preparation and installation of the binder course of asphalt. The Bryant Avenue roadway between Hill and Duane was cut to grade, with a manageable number of undercuts performed to remove poor underlying soils.

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 preconstruction conference was held on June 11, 2010 at the IDOT District 1 offices in Schaumburg. Prior to the strike, initial project activities were completed including placing tree protective fence and silt fencing, tree root pruning, and erecting temporary signals at Riford and St. Charles Road. The temporary signals will become operational upon the resumption of work.

Projects in Design / Bidding Phase

LAKE ELLYN OUTFALL CHANNEL REHABILITATION – Engineer: ***Burns & McDonnell***
Review comments on stormwater permit application materials are being reviewed by the engineer.

RIGHT TURN LANE ON LAMBERT AT ROOSEVELT – Engineer: ***Hampton Lenzini Renwick***
The land parcel appraisal process is continuing.

CRESCENT BOULEVARD SIDEWALK EXTENSION – Engineer: ***Pavia-Marting***
Preliminary plans, specifications and cost estimate have been prepared by the consultant and submitted for Engineering Division review.

HILL AVENUE WATER MAIN EXTENSION – Engineer: ***Walter E. Deuchler***
Updated cost estimates have been prepared by the consultant.

NICOLL WAY LAND BRIDGE REPAIRS – Engineer: ***Walter E. Deuchler***
Project bidding will be deferred until at least the end of summer to conserve Capital Improvement Project fund balances.

BRAESIDE LIGHTING PROJECT – Engineer: ***Pavia-Marting***
The consultant has prepared a preliminary report looking at various lighting options.

Construction Projects in Punch List or Closeout Phase

PARK/GE PLACE/PRAIRIE IMPROVEMENTS PROJECT – Contractor: ***Brothers Asphalt***
(Value of Contract = \$1,200,000)
Preparations are 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.

TURNER, EAST OF MAIN ST. STORM SEWER – Contractor: ***Neri Brothers Construction***
(Value of Contract = \$46,000)
Staff is preparing closeout paperwork for the project.

Other Projects under Contract

SCADA SYSTEM UPGRADE PROJECT – Contractor: ***Gasvoda and Associates/Dixie Electric***
(Value of Contract = \$125,000 + \$18,800 for antenna installations)
The Public Works team is preparing a package for consideration of a special use permit for a Cottage Tank antenna. Engineering Resource Associates was retained to provide structural engineering review and sketches for the proposed tower and antenna system to be installed near the West Pressure Adjusting Station.

ENGINEERING PROJECTS

CRESCENT BOULEVARD CONCEPT STUDY – Engineer: Burns & McDonnell

The draft report has been prepared by the consultant, with a first review performed by the Engineering Division. The second draft will be available soon and will be distributed to project stakeholders for comments.

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

Smoking testing is getting underway in the middle section of the Village. Information letters were distributed to residents and businesses within the testing area, which is generally bounded by Turner Avenue on the north, I-355 on the east, Taft Avenue on the south and Ott Avenue on the east. Smoke testing will be conducted from early July through mid-August. Additional information on the smoke testing process has been posted on the Village and engineer websites.

CENTRAL BUSINESS DISTRICT TRAFFIC STUDY – Engineer: pending

A Request for Proposal is being prepared for distribution to traffic engineering consultants for a project to assess traffic patterns and parking in the CBD to determine the impacts of changing existing one-way streets to two-way and implementing other features recommended in the recently completed Downtown Strategic Plan.

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

Further research is being conducted for the CBBEL report on alternative locations.

ESSEX COURT DRAINAGE IMPROVEMENTS – Engineer: Rezek, Henry

Updated cost estimates, alternative assessments and investigations into possible funding sources through FEMA programs are being performed by the engineer and should be available by the end of July.

SUNSET / TURNER IMPROVEMENTS PROJECT – Engineer: Kudrna & Associates

Project engineering will pick up again in 2010 for bidding in 2011.

VILLAGE OF GLEN ELLYN RECREATION DEPARTMENT

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

MANAGER'S REPORT FOR JUNE 2010

Prepared by Matt Pekarek

Matt Pekarek



The downward trend in golf rounds continued in June. 2010 was the worst June for golf since the Village Links expanded to 27-holes in 1976. Only 10,935 rounds were played, an all-time low.

The weather was poor, but it would be unfair to use that as an excuse. The poor economy and overall decline in the popularity of golf undoubtedly also contributed to sluggish sales.

"Have One On Us" was held June 18-19.

June Weather

| High Temperatures In June | | | | | | | | | | |
|---------------------------|------|------|------|------|------|------|------|------|------|------|
| | 2010 | 2009 | 2008 | 2007 | 2006 | 2005 | 2004 | 2003 | 2002 | 2001 |
| 90° days | | 4 | 1 | 7 | 1 | 8 | 1 | 4 | 6 | 5 |
| 80° days | 17 | 9 | 16 | 9 | 14 | 13 | 13 | 9 | 12 | 13 |
| 70° days | 12 | 10 | 13 | 13 | 12 | 8 | 12 | 10 | 8 | 4 |
| 60° days | 1 | 7 | | 1 | 3 | 1 | 4 | 6 | 4 | 4 |
| 50° days | | | | | | | | 1 | | 4 |
| 40° days | | | | | | | | | | |
| 30° days | | | | | | | | | | |
| Rain | 8.9" | 3.6" | 5.0" | 3.5" | 5.4" | 0.6" | 4.2" | 1.2" | 3.1" | 4.9" |

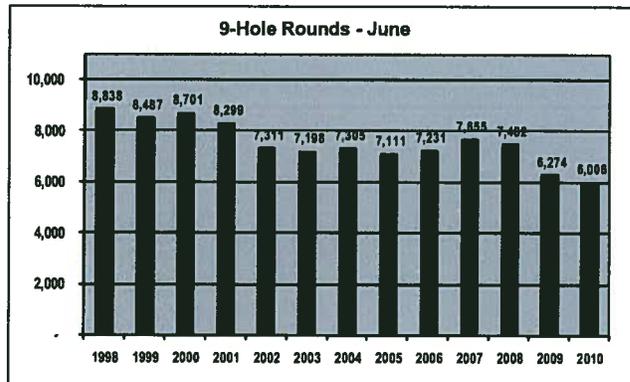
Rain dominated the weather in June. Temperatures were moderate to warm, but the wet weather made it difficult to play golf or maintain healthy turf grass. It rained on 16 days in June, with almost 9-inches falling. What is worse, rain was forecast for 21 days.

GOLF

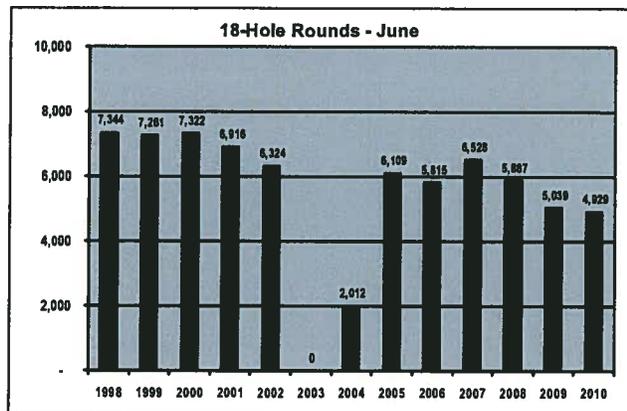
Golf rounds in June were down 3%, and are up 4% for the year. **Green fee income** was down 11% in June and is even for the year.

| Rounds History By Course | | | | | | |
|--------------------------|----------|---------|---------|---------|--------|---------|
| Year | 18-Holes | | 9-Holes | | Total | |
| | Jun | Jun YTD | Jun | Jun YTD | Jun | Jun YTD |
| 1998 | 7,344 | 18,507 | 8,838 | 24,168 | 16,182 | 42,675 |
| 1999 | 7,261 | 17,104 | 8,487 | 21,542 | 15,748 | 38,646 |
| 2000 | 7,322 | 17,481 | 8,701 | 22,960 | 16,023 | 40,441 |
| 2001 | 6,916 | 15,864 | 8,299 | 20,584 | 15,215 | 36,448 |
| 2002 | 6,324 | 13,641 | 7,311 | 17,468 | 13,635 | 31,109 |
| 2003 | 0 | 0 | 7,198 | 16,217 | 7,198 | 16,217 |
| 2004 | 2,012 | 2,012 | 7,305 | 18,162 | 9,317 | 20,174 |
| 2005 | 6,109 | 14,065 | 7,111 | 16,885 | 13,220 | 30,950 |
| 2006 | 5,815 | 13,491 | 7,231 | 17,793 | 13,046 | 31,284 |
| 2007 | 6,528 | 14,535 | 7,655 | 17,613 | 14,183 | 32,148 |
| 2008 | 5,887 | 12,813 | 7,482 | 16,408 | 13,369 | 29,221 |
| 2009 | 5,039 | 12,462 | 6,274 | 15,684 | 11,313 | 28,146 |
| 2010 | 4,929 | 13,617 | 6,006 | 15,767 | 10,935 | 29,384 |

(Note: the 18-hole course was closed for renovation January 2003 through June 23, 2004)



2010 9-hole rounds were down 4%, and are up 1% YTD.



June 18-hole rounds were down 2%. Rounds are up 9% YTD.

Motorized cart rentals were down 13% in June and are up 2% for the year.

Driving range sales were down 12% in June and are down 5% for the season.

Golf Events

"Have One On Us", our annual customer appreciation event, was held June 18-19. Rain wiped out Friday evening activities for the second year in a row. The Long Drive Contest was again rescheduled for Saturday evening. Participation was down from 2009.

| | |
|-----------------------------|--------------|
| Friday Free | |
| 9-Hole Junior Tourney | 53 players |
| Friday 18-Hole Tournament | 243 players |
| Saturday Long Drive Contest | 62 entrants |
| Saturday 9 Hole Tournament | 258 players |
| Saturday 18-Hole Tournament | 260 players |
| Saturday Putting Contest | 204 entrants |
| Saturday Chipping Contest | 154 entrants |

In addition, hundreds of customers enjoyed free balls on the driving range.

Other golf events in June included:

1. Three **Over 60 Group** Wednesday events in June were wiped out by rain. Over 90 golfers played in the two events that were not hurt by rain..
2. Four **Weekend Permanent Time Events** were held on the 18-hole course in June. Three events were rained out. About 35 golfers played in each event.
3. On Sunday June 13, seven junior golfers competed in an 18-hole qualifying to select the team to repre-

sent the Village Links in the **IPGA Pro-Junior Championship**.

4. On Tuesday June 15, thirteen golfers played in an 18-hole qualifying for the **2010 Village Links Junior Match Play Championship**.
5. Glenbard South High School, in partnership with the Butterfield Park District, began their **summer golf camp** on Monday June 14. The Camp runs for five Mondays through July 12, with about 20 junior golfers participating.

Golf Instruction

Group Lessons for Beginning Adults continued in June.

Junior Golf Lessons began for the 44th season. 154 Juniors are signed up for this year's Junior Golf Classes. Each class consists of four one-hour clinics covering the basics of the game.

One Day Junior Golf Camps started for a third year. 337 juniors have signed up for these camps, which consist of a three hour clinic, followed by lunch and nine holes of golf. Each camp is limited to eight golfers and is supervised by an Assistant Golf Professional.

GROUNDSS

Weather dominated golf course maintenance in June. We received so much rain, that we did not use the irrigation system once in June - the first time ever that the irrigation system sat idle for an entire summer month. It was also humid, with the average relative humidity over 70% on 19 days in June.



Golfers teeing off from the red tees faced an enlarged water hazard after heavy rains forced this pond on hole #2 out of its banks.

High humidity and warm temperatures produce ideal conditions for the formation of *Sclerotinia Homoeocarpa* Dollar Spot and *Rhizoctonia* Brown Patch on green, tee and fairway bentgrass turf. A few well-timed fungicide applications avoided any damaging outbreaks from these 2 prevalent diseases. Isolated breakouts of *Pythium Graminicola* disease were observed on the golf course for the first time in several years. Treatment for this disease was not needed because weather conditions changed, ending the disease formation.

Carts were grounded part of 2 days on the 18 hole course and 2 full days and 2 partial days on the 9 hole. Staff spent considerable time placing signs and roping off wet areas so carts could be used.

Much time was also spent shoveling up sand in the bunkers that eroded from heavy rainfall. A total of 640 man-hours were expended shoveling after 3 heavy rains.



The driving range was busy after a heavy rain flooded parts of the course.

Plant growth regulator (PGR) and fertilizer were applied to the bentgrass greens, tees, and fairways. The PGR limits vertical growth to reduce the frequency of mowing and the fertilizer keeps the turf actively growing so it can withstand traffic and recover from divot and ballmark damage.

The bentgrass greens, tees, and fairways were also treated with a preventive application to stop damage from Black Turfgrass *Ataenius (Ataenius Spretulus)*, Japanese Beetle (*Popillia Japonica*) and Black Cutworm (*Agrostis Ipsilon*).

The weather also caused a 48 hour electrical outage that disrupted operations at the Maintenance Building and North Irrigation Pump Station. Portable generators were used to charge electric powered vehicles and mowers and provide minimal power to the buildings.

Greens

Greens are in good condition. For the third consecutive June, we have not been able to keep the greens as dry as we would like, in an effort to discourage *Poa Annua*. The wet weather also made it difficult to topdress greens as frequently as we would like.

Ballmark sanding continued. 14,000 ballmarks were sanded in June. We have sanded 37,000 ballmarks toward our goal of repairing 150,000 ballmark blemishes in 2010.

| Greens: | Number of times task was completed | | | | | | | | | | | |
|----------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Mowed | | 27 | 26 | 29 | | | | | | | | |
| Verticle Mowed | | | | | | | | | | | | |
| Groomed | | | | | | | | | | | | |
| Rolled | | | 3 | 2 | | | | | | | | |
| Topdressed | | | 1 | 1 | | | | | | | | |
| Aerated | | | | | | | | | | | | |
| Fertilized | | 3 | 1 | 3 | | | | | | | | |
| Bio-Stimulants | | | | | | | | | | | | |
| PGR | | 1 | 1 | 1 | | | | | | | | |
| Wetting Agent | | 1 | 1 | | | | | | | | | |
| Fungicide | | | 2 | 2 | | | | | | | | |
| Herbicide | | | | | | | | | | | | |
| Insecticide | | | | 1 | | | | | | | | |

Tees

Tees are in very good condition.

| Tees: | Number of times task was completed | | | | | | | | | | | |
|---------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Mowed | | 8 | 7 | 7 | | | | | | | | |
| Divots Seeded | | 2 | 1 | 3 | | | | | | | | |
| Aerated | | | | | | | | | | | | |
| PGR | | 1 | 1 | 1 | | | | | | | | |
| Fertilized | | 1 | 1 | 1 | | | | | | | | |
| Wetting Agent | | 1 | 1 | | | | | | | | | |
| Fungicide | | | 1 | 1 | | | | | | | | |
| Herbicide | | | | | | | | | | | | |
| Insecticide | | | | 1 | | | | | | | | |

Fairways

Fairways are in good condition.

| Fairways: | Number of times task was completed | | | | | | | | | | | |
|---------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Mowed | | 6 | 8 | 6 | | | | | | | | |
| Divots Seeded | | 2 | 2 | 3 | | | | | | | | |
| Aerated | | | | | | | | | | | | |
| Sliced | | | | | | | | | | | | |
| Fertilized | | 2 | 1 | 2 | | | | | | | | |
| PGR | | 1 | 1 | 1 | | | | | | | | |
| Wetting Agent | | 1 | 1 | | | | | | | | | |
| Fungicide | | | | 1 | 2 | | | | | | | |
| Herbicide | | | | | | | | | | | | |
| Insecticide | | | | | 1 | | | | | | | |

Sand Bunkers

Bunkers are in good condition.

| Bunkers: | Number of times task was completed | | | | | | | | | | | |
|---------------|------------------------------------|-----|-----|------|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Raked | | 11 | 25 | 20 | | | | | | | | |
| Hand Raked | | 2 | | | | | | | | | | |
| Shovel & Pump | | | | 2 | 4 | | | | | | | |
| Trim / Edge | | 1 | 1 | part | | | | | | | | |



Heavy rains heavily eroded sand in bunkers. The three worst storms required 640 man hours of back breaking shoveling to get the course playable again. This work was hard on our crew and hard on our budget.

Roughs

Roughs are in excellent condition. The persistent rain and warm weather has the roughs as thick as they have been in recent years.

| Roughs | Number of times task was completed | | | | | | | | | | | |
|-------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Mowed | | 3 | 4 | 4 | | | | | | | | |
| Aerated | | | | | | | | | | | | |
| Fertilized | | | | 1 | | | | | | | | |
| Insecticide | | | | | | | | | | | | |
| Herbicide | | | | | | | | | | | | |

Practice Tee

The Practice Tee is in good condition. The practice tee is one of the most intensely maintained areas on the course. It was beat up by heavy use during "Have One On Us" after heavy soaking rains left it saturated.

| Practice Tee: | Number of times task was completed | | | | | | | | | | | |
|---------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Mowed | | 8 | 10 | 9 | | | | | | | | |
| Divots Seeded | | 20 | 17 | 18 | | | | | | | | |
| Aerated | | | | | | | | | | | | |
| Fertilized | | | | | | | | | | | | |
| Herbicide | | | | | | | | | | | | |
| Insecticide | | | | | | | | | | | | |

Drainage System

We began installing a new drain tile on #16 fairway to correct a chronic drainage problem.



Our staff installs a new drainage line on #16 fairway. We need a good drainage system to help keep the grass healthy, the playing surface dry, and the course able to be traversed by golf carts.

Irrigation System

Sprinkler valves and irrigation heads were trimmed.

Horticulture

| Horticulture: | Number of times task was completed | | | | | | | | | | | |
|------------------------------|------------------------------------|-----|------|------|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Plant Flowers | | | 1 | | | | | | | | | |
| Remove Spent Flower Blooms | | | | | | | | | | | | |
| Water Plant Containers | | | 5 | 9 | | | | | | | | |
| Fertilize Flowers | | | | | | | | | | | | |
| CleanOut Beds | | 1 | | | | | | | | | | |
| Water Select Beds | | | 4 | 3 | | | | | | | | |
| Remove Weeds | | | 1 | part | | | | | | | | |
| Spray Weeds | | 1 | 1 | 1 | | | | | | | | |
| Trim Bed Edges | | 1 | | part | | | | | | | | |
| Repair Mulch Erosion | | | 2 | 5 | | | | | | | | |
| Trim Clubhouse Shrubs | | | 2 | 2 | | | | | | | | |
| Trim Shrubs in Planting Beds | | | part | part | | | | | | | | |
| Plant Shrubs | | | | | | | | | | | | |
| Trim Trees | | | | | | | | | | | | |
| Plant Trees | | | | | | | | | | | | |
| Fertilize Trees or Shrubs | | | | | | | | | | | | |

Miscellaneous

1. Parkways along Lambert Road and Taft Avenue were cleaned of debris twice.
2. New wooden stakes for golf event spectator control were made.
3. Turf was trimmed around irrigation sprinkler heads and yardage plates.

MECHANICAL MAINTENANCE

In addition to normal servicing and maintenance, the following notable tasks were accomplished:

1. The restaurant back door lock-set was repaired.
2. A sound system was installed on the restaurant patio.
3. A damaged mowing unit was welded, repaired and re-sharpened on the electric E-plex #1 mower.
4. A defective lift-arm on electric E-plex #1 mower was replaced.

5. The electric charger for the Smithco® Bunker Rake was repaired.
6. A greens mower trailer was repaired.
7. The auger on the trencher was welded.
8. The fuel supply system and filters were cleaned and replaced on the Toro 5400® #4 fairway mower.
9. The power-take-off u-joints were replaced on the Progressive® #1 rough mower.
10. The cutting units were sharpened on Toro® #4 fairway mower.

PRO SHOP

Pro Shop sales were down 33% from last June, and are down 19% for the year. Fluctuations in Pro Shop Sales do not have a significant impact on our bottom line because those sales carry a high variable cost.

FOOD SERVICE

Food sales were down 12% for the month, and are down 5% for the year.

PARKS

Litter was picked out of Lambert Lake and the ponds at Panfish Park.

Three storm damaged willow trees were removed from Panfish Park.

| Mow Parks: | Number of times park was mowed | | | | | | | | | | | |
|--------------|--------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|--|--|
| | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | | |
| Panfish Park | | 1 | 4 | 4 | | | | | | | | |
| Lambert Lake | | 1 | 4 | 4 | | | | | | | | |
| Co-op Park | | 1 | 4 | 4 | | | | | | | | |

CONSERVATION

Will perseverance pay off? A pair of Purple Martin birds nested and laid 4 eggs in one of the martin house on the golf course. The houses have been maintained for the past 17 years in hopes of beginning a martin colony. Martins are desirable because they eat insects, including mosquitos. Time will tell if this first pair of martins can successfully raise their brood, make the

round trip migration to South America this winter and return next spring.



The four Purple Martin hatchlings huddle together in their Purple Martin House at the Village Links.

REVIEW OF NEW REVENUE SOURCES

In late 2009, Village President Pfefferman charged the Recreation Commission with the task of recommending business opportunities that would generate new revenues. The new business functions could be golf or non-golf in nature, and should consider how to better utilize the Village Links during the off-season.

In June, following up to a discussion at the May Recreation Commission meeting, staff prepared an expanded description of a proposed Facilities Master Plan Steering Committee. The Recreation Commission discussed this expanded description at their June meeting and appointed three members of the Recreation Commission to recruit residents to serve on the Steering Committee. Recruitment of the Steering Committee began.

ITEMS BEFORE THE VILLAGE BOARD

Last Month

none

Up Coming

none

UPCOMING PROJECTS

The following projects are scheduled in the coming months:

Prepare for the Ed Posh Scholarship Shootout.

Begin Planning For Fall Fest 2010.

THE MONTH AHEAD

Ed Posh Scholarship Shootout

Friday July 16

Swingin' Set 9-Hole League Championship

Tuesday July 20 through Thursday July 22

Over 60 Championship

Wednesdays July 21 & 28

Glenbard West High School Summer Golf Camp

Thursday July 22 & Friday July 23

Parent / Junior Championship

Saturday July 24 (age 13 & up)

Sunday July 25 (age 12 & under)

Swingin' Set 18-Hole League Championship

Tuesday July 27 through Thursday July 29

Jon Batek

From: Jon Batek
Sent: Tuesday, July 13, 2010 1:51 PM
To: Bert Nuehring (bert.nuehring@crowehorwath.com); Christopher Faber (chris.faber@ironbridge.net); Evan Geiselhart (egeiselhart@hometrutmortgage.com); J. Randall Parker (rparker@glenellynhomesdesignbuild.com); Kristen Schrader; Larry Noller; Mark Pfefferman (mark.pfefferman@gmail.com); Peter Cooper (pcooper@ksu.com); Rebecca McCloskey (beckymccloskey@gmail.com); Steve Jones; Theodore A. Moody (tmoody@KPMG.com); Theodore Skirvin (Tat_Skirvin@ajg.com)
Subject: June General Fund Financials

Here is the update for June which I will touch upon briefly on Friday.

We are looking at the start of another disturbing trend with respect to our collections of Illinois income tax. Although the Governor and General Assembly did not tinker with the revenue sharing formula (municipalities receive 10% of income tax collections) in this round of the budget, our first two months of the new fiscal year are down by \$95,000 from last year, about 19%.

What is even more disturbing is that we are \$83,000 below our expected budget after two months already. Last year, the first 3 months from May to July were 20%+ below the year prior to that. This two months of experience thus far does not coincide with previous projections and estimates provided by the Illinois Municipal League.

Jon

Village of Glen Ellyn
 General Fund Budget Summary
 For the Month Ended June 30, 2010

BUDGET

YTD

MONTH

| | Last Year | | Current Year | | Monthly Variance | | YTD Variance | | Annual Budget | YTD Budget | YTD Actual | Variance | |
|-------------------------------|------------------|------------------|----------------|------------|------------------|------------|------------------|------------------|-------------------|------------------|-----------------|------------|---|
| | Jun | Jun | Jun | Jun | \$ | % | \$ | % | | | | \$ | % |
| REVENUES | | | | | | | | | | | | | |
| TAXES | | | | | | | | | | | | | |
| Property Tax | 1,215,144 | 1,307,114 | 91,970 | 8% | 92,035 | 8% | 1,307,195 | 1,315,000 | 2,740,000 | 1,307,195 | (7,805) | -1% | |
| Fire SSA Tax | - | 90,293 | 90,293 | 100% | 90,293 | 100% | 90,293 | 91,000 | 190,000 | 90,293 | (707) | -1% | |
| Sales Tax | 238,645 | 231,267 | (7,378) | -3% | 23,619 | 5% | 462,198 | 465,000 | 3,000,000 | 462,198 | (2,802) | -1% | |
| Home Rule Sales Tax | - | 137,957 | 137,957 | 100% | 247,498 | 100% | 247,498 | 270,000 | 1,750,000 | 247,498 | (22,502) | -8% | |
| State Income Tax | 175,582 | 142,274 | (33,308) | -19% | 863 | 0% | 409,097 | 492,000 | 2,100,000 | 409,097 | (82,903) | -17% | |
| Other Taxes | 216,725 | 233,722 | 16,997 | 8% | 863 | 0% | 268,492 | 274,000 | 838,000 | 268,492 | (5,508) | -2% | |
| LICENSES & PERMITS | | | | | | | | | | | | | |
| Vehicle Licenses | 14,249 | 10,623 | (3,626) | -25% | 6,404 | -13% | 44,791 | 45,000 | 425,000 | 44,791 | (209) | 0% | |
| Business Registration | 22,995 | 10,520 | (12,475) | -54% | 6,795 | 28% | 31,450 | 35,000 | 40,000 | 31,450 | (3,550) | -10% | |
| Liquor Licenses | 52,913 | 72,900 | 19,987 | 38% | 2,327 | 2% | 109,440 | 104,000 | 115,000 | 109,440 | 5,440 | 5% | |
| Building Permits | 27,491 | 62,364 | 34,873 | 127% | 66,995 | 66% | 169,162 | 98,400 | 460,000 | 169,162 | 70,762 | 72% | |
| CHARGES & FEES | | | | | | | | | | | | | |
| Ambulance Service Fees | - | 64,317 | 64,317 | 100% | 115,462 | 100% | 115,462 | 125,000 | 750,000 | 115,462 | (9,538) | -8% | |
| Police Service Reimbursements | 904 | 3,119 | 2,215 | 245% | 2,364 | 162% | 3,825 | 4,700 | 141,000 | 3,825 | (875) | -19% | |
| Accounting Fees - GWA/Library | 20,258 | 10,675 | (9,583) | -47% | 19,166 | -47% | 21,350 | 21,300 | 128,000 | 21,350 | 50 | 0% | |
| OTHER | | | | | | | | | | | | | |
| Police/Court Fines | 40,040 | 34,271 | (5,769) | -14% | 15,214 | -18% | 70,551 | 106,600 | 640,000 | 70,551 | (36,049) | -34% | |
| Investment Income | 1,151 | 1,217 | 66 | 6% | (114) | -5% | 2,209 | 3,000 | 19,000 | 2,209 | (791) | -26% | |
| Miscellaneous Income | 9,337 | 11,832 | 2,495 | 27% | 20,166 | 126% | 36,226 | 20,700 | 238,000 | 36,226 | 15,526 | 75% | |
| Transfers from Other Funds | 139,457 | 135,500 | (3,957) | -3% | (7,914) | -3% | 271,000 | 271,000 | 1,426,000 | 271,000 | - | 0% | |
| Revenue Totals | 2,174,891 | 2,559,965 | 385,074 | 18% | 524,281 | 17% | 3,660,239 | 3,741,700 | 15,000,000 | 3,660,239 | (81,461) | -2% | |

EXPENDITURES

| | Last Year | | Current Year | | Monthly Variance | | YTD Variance | | Annual Budget | YTD Budget | YTD Actual | Variance | |
|----------------------------------|------------------|------------------|----------------|------------|------------------|-----------|------------------|------------------|-------------------|------------------|------------------|------------|---|
| | Jun | Jun | Jun | Jun | \$ | % | \$ | % | | | | \$ | % |
| Village Board & Clerk | 4,492 | 859 | (3,633) | -81% | (6,520) | -19% | 27,411 | 28,100 | 53,000 | 27,411 | (689) | -2% | |
| Village Manager's Office | 95,609 | 44,181 | (51,428) | -54% | (45,523) | -30% | 106,956 | 134,600 | 847,900 | 106,956 | (27,644) | -21% | |
| Facilities Maintenance | 21,168 | 30,924 | 9,756 | 46% | 10,705 | 23% | 58,273 | 63,600 | 400,700 | 58,273 | (5,327) | -8% | |
| Finance | 68,632 | 69,549 | 917 | 1% | 19,119 | 14% | 160,032 | 182,200 | 1,071,500 | 160,032 | (22,168) | -2% | |
| Planning & Development | 108,945 | 80,993 | (27,952) | -26% | (29,341) | -16% | 155,703 | 179,000 | 1,135,100 | 155,703 | (23,297) | -13% | |
| General Services | (2,561) | - | 2,561 | -100% | - | 0% | - | - | - | - | - | 0% | |
| Police | 821,145 | 890,167 | 69,022 | 8% | 76,675 | 6% | 1,384,754 | 1,462,100 | 6,940,300 | 1,384,754 | (77,346) | -5% | |
| Fire | 96,365 | 109,274 | 12,909 | 13% | 130,551 | 112% | 246,771 | 299,900 | 1,666,100 | 246,771 | (53,129) | -18% | |
| Public Works - Admin & Eng. | 55,616 | 69,815 | 14,199 | 26% | 18,809 | 17% | 129,513 | 126,200 | 812,200 | 129,513 | 3,313 | 3% | |
| Public Works - Operations | 187,444 | 152,344 | (35,100) | -19% | (19,840) | -7% | 276,733 | 303,200 | 2,073,200 | 276,733 | (26,467) | -9% | |
| Expenditure Totals | 1,456,855 | 1,448,106 | (8,749) | -1% | 154,635 | 6% | 2,546,146 | 2,778,900 | 15,000,000 | 2,546,146 | (232,754) | -8% | |
| Net Increase / (Decrease) | 718,036 | 1,111,859 | 393,823 | | 369,646 | | 1,114,093 | 962,800 | | 1,114,093 | 151,293 | | |

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 | 1,155,550 | - | | 4,897,250 | | | 0% |
| August | 925,650 | - | | 5,822,900 | | | 0% |
| September | 2,358,050 | - | | 8,180,950 | | | 0% |
| October | 1,002,250 | - | | 9,183,200 | | | 0% |
| November | 997,150 | - | | 10,180,350 | | | 0% |
| December | 933,250 | - | | 11,113,600 | | | 0% |
| January | 837,450 | - | | 11,951,050 | | | 0% |
| February | 886,350 | - | | 12,837,400 | | | 0% |
| March | 1,008,450 | - | | 13,845,850 | | | 0% |
| April | 1,154,150 | - | | 15,000,000 | | | 0% |
| | 15,000,000 | 3,660,239 | (81,461) | | | | |

| 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 | - | | 4,063,700 | | | 0% |
| August | 1,200,800 | - | | 5,264,500 | | | 0% |
| September | 1,538,500 | - | | 6,803,000 | | | 0% |
| October | 1,208,800 | - | | 8,011,800 | | | 0% |
| November | 1,187,100 | - | | 9,198,900 | | | 0% |
| December | 1,255,500 | - | | 10,454,400 | | | 0% |
| January | 1,164,800 | - | | 11,619,200 | | | 0% |
| February | 1,232,100 | - | | 12,851,300 | | | 0% |
| March | 1,062,500 | - | | 13,913,800 | | | 0% |
| April | 1,086,200 | - | | 15,000,000 | | | 0% |
| | 15,000,000 | 2,546,146 | 232,754 | | | | |

| 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 | - | - | | 1,114,093 | 151,293 |
| August | - | - | | 1,114,093 | 151,293 |
| September | - | - | | 1,114,093 | 151,293 |
| October | - | - | | 1,114,093 | 151,293 |
| November | - | - | | 1,114,093 | 151,293 |
| December | - | - | | 1,114,093 | 151,293 |
| January | - | - | | 1,114,093 | 151,293 |
| February | - | - | | 1,114,093 | 151,293 |
| March | - | - | | 1,114,093 | 151,293 |
| April | - | - | | 1,114,093 | 151,293 |
| | 1,114,093 | 151,293 | | | |

Village of Glen Eilyn
 General Fund Property Tax Collections
 For the Month Ended June 30, 2010

| | | FY10/11 | | 3 Yr. Avg. % | | |
|------------------|------------------|--------------------------|-----------------------|---------------------|------------|--------------|
| | | Total Collections | % of Extension | Month | YTD | Month |
| May | 81 | 0.0% | 0.0% | 0.0% | 0.0% | |
| Jun | 1,307,114 | 47.6% | 47.6% | 46.7% | 46.7% | |
| Jul | - | 0.0% | 47.6% | 2.6% | 49.3% | |
| Aug | - | 0.0% | 47.6% | 1.1% | 50.4% | |
| Sep | - | 0.0% | 47.6% | 42.4% | 92.8% | |
| Oct | - | 0.0% | 47.6% | 3.4% | 96.2% | |
| Nov | - | 0.0% | 47.6% | 2.0% | 98.2% | |
| Dec | - | 0.0% | 47.6% | 0.5% | 98.8% | |
| Jan | - | 0.0% | 47.6% | 1.0% | 99.8% | |
| Feb | - | 0.0% | 47.6% | 0.0% | 99.8% | |
| Mar | - | 0.0% | 47.6% | 0.0% | 99.8% | |
| Apr | - | 0.0% | 47.6% | 0.0% | 99.8% | |
| Total | 1,307,195 | 47.6% | | 99.8% | | |
| Extension | 2,746,263 | | | | | |

| | Last 3 Years of Collections | | | 3 Year |
|------------------|------------------------------------|------------------|------------------|------------------|
| | FY09/10 | FY08/09 | FY07/08 | Average |
| 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 Ellyn
 General Fund
 State Income 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 | 300,200 | 353,307 | 411,166 | 328,839 | 266,823 | (18.9%) | 307,000 | (40,177) | (13.1%) | (40,177) | (13.1%) |
| Jun | 214,514 | 225,351 | 219,791 | 175,582 | 142,274 | (19.0%) | 185,000 | (42,726) | (23.1%) | (82,903) | (16.9%) |
| Jul | 203,511 | 223,133 | 243,312 | 191,171 | | | 193,000 | | | | |
| Aug | 126,311 | 133,935 | 141,873 | 130,133 | | | 120,000 | | | | |
| Sep | 133,651 | 137,387 | 136,400 | 124,255 | | | 121,000 | | | | |
| Oct | 228,600 | 234,067 | 242,598 | 191,473 | | | 202,000 | | | | |
| Nov | 138,242 | 150,446 | 151,515 | 144,264 | | | 132,000 | | | | |
| Dec | 135,568 | 137,102 | 118,018 | 113,400 | | | 115,000 | | | | |
| Jan | 181,769 | 202,289 | 199,292 | 199,333 | | | 177,000 | | | | |
| Feb | 252,099 | 298,927 | 250,579 | 211,259 | | | 227,000 | | | | |
| Mar | 133,586 | 159,593 | 135,806 | 130,720 | | | 126,000 | | | | |
| Apr | 227,518 | 230,351 | 209,659 | 203,935 | | | 195,000 | | | | |
| Total | 2,275,569 | 2,485,888 | 2,460,009 | 2,144,364 | 409,097 | | | | | | |
| Budget | 2,140,000 | 2,349,000 | 2,503,000 | 2,440,000 | 2,100,000 | | 2,100,000 | | | | |
| % of Budget | 106% | 106% | 98% | 87.9% | | | | | | | |
| % Increase/ (Decrease) from Prior Year | 10.3% | 9.2% | (1.0%) | (12.8%) | | | | | | | |

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

Amounts bolded and in italics have not yet been received from the State of Illinois.

**PERSONNEL DIVISION
MONTHLY REPORT**

6

June 2010

Senior Services

Senior Service Team helped 42 seniors with their Medicare claims and the corresponding paperwork through the SHIP program, attended a 1.75 hour Medicare training program, and spent 1.5 hours giving Medicare presentations to senior groups. Our second Senior Service Team member can now help people through the SHIP program after attending a three day training program. 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 3.5 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 4.0 hours to compile and mail.

Personnel

- 381 contacts/responses broken down as follows:

- Benefits – 83
- Clerk - 192
- Pay & Compensation Study – 3
- Payroll – 22
- Personnel - 50
- Other – 0
- Risk Management - 25
- Vacancies – 6

- 17 Change of Status Forms broken down as follows:

- Adds – 9
- Changes – 14
- Terminations – 1

Special Projects:

- 5.0 hours doing Village Clerk research
- 28.25 hours working on the insurance renewal
- 1.25 hours doing Liquor License research
- 5.25 hours working on Personnel problems/issues
- 3.25 hours purging files
- 2.25 hours doing risk management research

Other Items:

- 1.25 hours on monthly Munis reports
- 14.75 hours attending meetings

**Village of Glen Ellyn
Strategic Planning Goals
FY 2009-10 through FY 2011-12**

Updated July 2010

LONG TERM ROUTINE

Goal 1: Promote and seek public commitment towards implementation of the strategic plan

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|----------------------------|--|--------------|-------------------|--|
| Adoption by Village Board | Village Board | Passage of Resolution | May 2009 | X | Completed January 2010 |
| Promotion of Strategic Plan via newsletter, web site, eBlast, press releases. | Village Manager's Office | Publication of plan in cited locations. Receipt of citizen input or comments. | Feb. 2010 | X | Completed May 2010 - monthly update provided to community online |
| Promotion of Strategic Plan with Boards & Commissions | Village Manager's Office | Copies distributed to Boards & Commissions | | X | Completed March 2010 |
| Promotion of Strategic Plan with Village employees | Village Manager's Office | Distribution to all departments for distribution | | X | Completed March 2010 |
| Promotion of Strategic Plan with Chamber of Commerce, EDC and other taxing bodies | Village Manager's Office | Forward for inclusion in eBlast of each organization | | X | Completed March 2010 |

Goal 2: Target areas for redevelopment

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|-----------------------------|--|--------------|-------------------|--|
| Identify potential redevelopment opportunities in Roosevelt Road Corridor, DOWNTOWN & Stacy's Corners | Planning & Development, EDC | Map of redevelopment areas. Site characteristics/ownership information. | May 2010 | August 2010 | Initial meeting completed to identify target & scope of efforts. Awaiting aerial photos to complete project |
| Determine scope of potential redevelopment | Planning & Development, EDC | Identify potential redevelopment uses/vision for each site. Identify return on investment for target areas using templates. | Pending | Oct 2010 | |
| Prioritize redevelopment target areas | Planning & Development, EDC | Prepare accompanying narrative report with recommended target areas for future redevelopment | Pending | Jan 2011 | |

X - Represents Completed Item

July 2010

Goal 3: Increase transparency

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|---|--------------|-------------------|---|
| Increase public awareness of matters coming before the Village Board | Village Manager's Office | Televised all workshop and regular meetings of the Village Board. Post agenda packet materials online for public access. | May 2009 | X | All Village Board meetings televised with video posted online. Packet materials posted online as of January 2010. |
| Increase public access to documents and public information | Village Manager's Office | Utilization of web site as "library" for documents and reports determined to be relevant. | Jan. 2009 | On-Going | Relevant items posted routinely since new web site launched. Page hits have increased from 90-500/month (2009) to 235,000/month (2010). |

Goal 4: Consolidate long-term capital plans into a single document

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|---|--|--------------|-------------------|-----------|
| Update of capital planning estimates to reflect most recent revenue and expenditure projections | Finance Director | Create individual budgets for each area of capital expense anticipated by the Village. | Pending | X | Completed |
| Integrate capital plans into a single document | Finance Director Public Works Director | Create a capital plan that identifies all revenues, expenditures and narrative associated with anticipated capital expenses. | Pending | Oct 2010 | |

Goal 5: Demonstrate a commitment to ethics

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|---|--------------|-------------------|---|
| Discuss and develop strategies to enhance public perceptions of commitment to ethics | President & Village Board | Public discussion at Village Board meeting. | Jan. 2009 | t/b/d | Awaiting re-scheduling of matter for workshop discussion. |
| Codification of strategies regarding ethical expectations | President & Village Board | Adoption of a comprehensive ethics policy | Pending | t/b/d | |

July 2010

X - Represents Completed Item

LONG TERM COMPLEX

Goal 6: Implement the Downtown Strategic Plan

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|--|--------------|-------------------|---|
| Develop an implementation plan for the Downtown Strategic Plan | Village Manager's Office | Develop complete list of tasks. Prioritize, schedule and assign tasks. | Nov. 2009 | August 2010 | Village Board priorities identified at workshop of June 14. Village Manager to prepare list of tasks, ownership, performance measures and completion targets for <i>Downtown Strategic Plan</i> elements. |

Goal 7: Develop a marketing plan for aggressive economic development

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|----------------------------|--|--------------|-------------------|---|
| Prepare a marketing plan for economic development in Glen Ellyn | EDC | Develop overall marketing strategies for community. Identify economic toolkit to be utilized for Glen Ellyn. | Pending | t/b/d | Pending transfer of shopper attraction marketing to new downtown organization to free up EDC staff time and resources. Implementation dependent upon adequate EDC budget for community marketing. |
| Identify business types sought within the community | EDC | Identify a hit list of business types identified by residents, community leaders | Ongoing | X | List is available on EDC website. |
| Match targeted business types with sites to improve community outcome | EDC | Market targeted sites to businesses that are sought within community. | Ongoing | Ongoing | EDC maintains space & inventory report. Report utilized for recruitment to fill vacancies. |
| Target developers seeking projects similar to Glen Ellyn needs/wants | EDC | Market targeted sites to developers whose business history reflects development similar to what is sought on sites. | Ongoing | Fall 2010 | Developer/broker marketing open house is in the planning phase. Begin EDC ambassador program for targeted investors/developers. |
| Prepare a marketing plan for targeted redevelopment areas | EDC | Develop site specific marketing strategies for targeted redevelopment areas. Identify economic toolkit to be utilized for each site. | Pending | t/b/d | Dependent upon completion of Goal #2. |
| Develop metrics for status and evaluation of efforts | EDC | Establish baseline metrics. Establish marketing metrics. Establish goals achieved metrics for annual report. | April 2010 | X | Completed as part of May strategy session. |

Goal 8: Resolve long-term funding challenges

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|---|--------------|-------------------|--|
| Identify economic challenges likely to be encountered at the local level | Finance Director | Prepare a trend analysis of significant revenues and expenditures. Identify areas projected to require adjustment. | May 2009 | On Going | Monthly trend analysis provided by Finance Director to Village Board & Management Team |
| Benchmark Glen Ellyn | Finance Commission | Complete comparative analysis with similar communities. | Oct. 2009 | Sept 2010 | Finance Commission awaiting data analysis and review by Village team. |
| Develop alternative strategies to be considered for resolving funding challenges | Finance Commission | List specific solutions to mitigate areas requiring adjustment. | Pending | t/b/d | |
| Financial Plan Update | Finance Commission | Incorporate solutions into financial plan for implementation. | Pending | t/b/d | |
| Incorporate multi-year approach into budget preparation | Finance Director | Provide three-year revenue & expense projections for general fund, enterprise funds, pension fund and capital fund. | Pending | Apr 2012 | |

Goal 9: Ensure long-term viability of Glen Ellyn Fire Company

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|--|---|--------------|-------------------|---|
| Identify challenges and opportunities facing Fire Company | Fire Chief | Conduct a Fire Company strategic planning process. | May 2010 | Oct 2010 | Fire Company is reviewing proposals for strategic planning facilitator. |
| Determine Village capability to assist with Fire Company challenges | Village Manager's Office | Discuss options and develop a long-term assistance plan. | Pending | t/b/d | Timing dependent upon completion of Fire Company strategic plan |
| Conduct a review and revision of the provisions of the current service agreement. | Village Manager's Office Fire Chief | Draft and adopt a revised service agreement between the Village and Fire Company. | Pending | t/b/d | Timing dependent upon completion of Fire Company strategic plan |

Goal 10: Improve gateways to Downtown Glen Ellyn

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|---------------------------------|---|--------------|-------------------|--|
| Development of branding concepts for downtown. | New Downtown Organization | Preparation of a branding theme that can be utilized in gateway design. | Pending | t/b/d | Funding is proposed for FY2010-11 budget. Village Board discussed at 4/26/10 workshop and expressed desire to have new downtown organization coordinate first phase of effort. |
| Design gateway concepts | Planning & Development Director | Solicit designs from firms | Pending | t/b/d | |
| Site selection | Public Works | Obtain property or necessary easements for gateway implementation. | Pending | t/b/d | |
| Construction | Public Works | Upon approval of funding, construct the gateway improvements. | Pending | t/b/d | |

X - Represents Completed Item

SHORT TERM ROUTINE

Goal 11: Determine Downtown organizational structure that will provide accountability and results

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|--|---|--------------|-------------------|--|
| Determine capabilities and roles of existing organizations serving downtown needs | Village President | Meet and discuss roles with existing organizations. | Oct. 2009 | X | Kick off meeting conducted in November 2009. |
| Conduct comparative analysis of other communities with downtown organizations | Planning & Development Director | Undertake field visits to meet and discuss experiences and organizational structure within other communities. | Dec. 2009 | X | Done |
| Communicate research results | Planning & Development Director | Compile a written report to identify research results and recommend observed best practices that would serve downtown Glen Ellyn. | Nov. 2009 | X | Done |
| Develop recommended organizational structure | Planning & Development Director Village Manager | Develop list of duties, committees, and organizational chart | Pending | X | |
| Create organizational structure | Village President Village Board | Appointment of a Board of Directors. Provide funding commitment and written expectations. | Pending | Sept 2010 | Village Board agreed to pursue creation of downtown organization at meeting of July 19. Further discussion necessary to further refine roles and funding issues. |

Goal 12: Reach consensus on what is considered a "core service" in Glen Ellyn.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------------|---|--------------|-------------------|--|
| Determine all services currently provided by Village | Management Team | Formulation of a list that identifies all services provided by each department. | Dec. 2009 | X | Completed January 2010. |
| Determine perceived value of each service provided | Village Board Management Team | Undertake a ranking of each service provided to differential level of importance and community need. | Feb. 2010 | X | Completed March 2010 |
| Determine priority of service provided | Village Board | Undertake an analysis of ranking to determine the differentiation of rankings. | Feb. 2010 | X | Results completed and forwarded to Village Board |
| Communication of results | Village Manager's Office | Provide the Village Board and management team with results. Utilization of results in future funding and resource considerations | April 2010 | X | Village Manager to identify non-core services utilizing ranking undertaken by Village Board. |
| Quantify value of non-core services | Village Manager's Office | Identification of costs or labor resources dedicated to provision of non-core services | May 2010 | Aug 2010 | List to be reviewed and approved by Village Board. |

X - Represents Completed Item

July 2010

Goal 13: Complete Emergency Operations Plan and conduct bi-annual simulation exercise.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|--|--------------|-------------------|---|
| County review and approval | Police Chief | Submit draft plan to DuPage County for Office of Emergency Management review and approval. | Dec-2009 | X | County Approval Received March 2010 |
| Adoption of plan by Village | Village Board | Village Board ordinances/resolution officially adopting the plan | Pending | Aug 2010 | |
| Conduct emergency plan training exercise | Police Chief | Conduct a multi-departmental training exercise to familiarize personnel with the emergency plan. Provide assessment for future training needs. Provide calendar of future exercises. | Pending | Late Summer 2010 | County training regarding emergency operations to be conducted for elected officials and key personnel. |

Goal 14: Restore trust, ethics and credibility in Village government.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|-----------------------------|----------------------------|--|--------------|-------------------|----------|
| Walk the talk | All | Model behavior upon the six pillars of character read at every Village Board meeting. Conduct business putting the best interest of the Village as the first priority. | May 2010 | On Going | |
| Follow the ethics ordinance | All | Collective utilization of the ethics ordinance as a guide to decision-making and how we are perceived as public officials. | Pending | t/b/d | |

X - Represents Completed Item

July 2010

Goal 15: Monitor spending closely this year (FY2009-10).

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---------------------------------------|----------------------------|---|--------------|-------------------|---|
| Identify budget problems early | Management Team | Monitor major revenue sources to determine if projections will be on target. Provide monthly analysis identifying any deviation or concern. | May 2010 | X | Mid-course adjustments made. FY2009-10 ended on 4/30/10 with a small budget surplus. |
| Make adjustments if necessary | Village Manager's Office | Reduction of expenses if revenue pressures continue to impact our ability to fund the approved budget | Aug. 2010 | X | Mid-course adjustments made. FY2009-10 ended on 4/30/10 with a small budget surplus. |
| Monitor FY2010-11 Income Tax Revenues | Village Manager's Office | Reduction of expenses to mirror any reduction in statewide distribution of income tax. | April 2010 | April 2011 | Village Board discussion occurred in April resulting in a flexible approach to planning for contingency budget. Village Manager to monitor and report to Village Board if changes to adopted budget are required due to changing economic conditions. |

X - Represents Completed Item

July 2010

SHORT TERM COMPLEX

Goal 16: Complete phase I study for Downtown Strategic Plan.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|-----------------------------|--|--------------|-------------------|---|
| Formulate strategies to revitalize downtown Glen Ellyn | Downtown Advisory Committee | Undertake a comprehensive analysis of local conditions, market forces and community expectations. Develop an action plan incorporating research results, best practices and professional observations. | Jan. 2008 | X | Completed |
| Make specific recommendations regarding downtown | Downtown Advisory Committee | Complete a recommended plan for legislative review and approval. | Mar. 2009 | X | Completed - DAC recommended approval of plan in March 2009. |
| Village Board approval of plan | Village Board | Review and adoption of Downtown Strategic Plan. | Jul 2009 | X | Plan adopted October 2009 |

Goal 17: Focus upon funding issues involving local pension & legislative actions.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|---|---|--|--------------|-------------------|---|
| Maintain funding integrity of local pensions | Finance Director | Study pension trends and formulate options regarding IMRF funding. | Jun 2009 | Oct 2010 | IMRF analysis and recommendation completed. Police pension fund analysis to be done by October 2010. |
| Maintain revenue base to fully fund mandated pension requirements | Village Board | Study pension trends and formulate options regarding police pension funding | Aug. 2009 | Dec 2010 | Village Board directed team to provide IMRF funding at actuarially required level. Police Pension Fund discussion remains to occur. |
| Promote legislative awareness of pension crisis | Village President Village Board Village Manager | Provide local legislators with resolution supporting DuPage Mayors & Managers Conference Legislative Agenda. Provide opposition to bills introduced to "sweeten" pension benefits without providing contribution by employee. | | On Going | Trustee Ladesic & Village Manager participated in legislative drive-down sponsored by DuPage Mayors & Managers Conference. |

X - Represents Completed Item

July 2010

Goal 18: Establish a policy for growth and redevelopment to attract developers in a strategic way

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|------------------------------------|----------------------------|---|--------------|-------------------|--|
| Adopt marketing plan | Village Board | Resolution approving marketing plan | Pending | t/b/d | To occur after EDC provides recommendations. |
| Adopt economic development toolkit | Village Board | Resolution approving economic development toolkit | Pending | t/b/d | To occur after EDC provides recommendations. |

Goal 19: Work to adopt special service areas for fire & EMS services.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|--|----------------------------|---|--------------|-------------------|---|
| Seek County approval | Village Manager's Office | Meet with District Four County Board members to seek assistance. Work with CJP Committee and full County Board to obtain resolution authorizing creation of SSAs. | Oct. 2008 | X | Resolution approved by County in May 2009. |
| Inform unincorporated area residents of proposal | Village Manager's Office | Produce informational materials outlining proposal for affected unincorporated areas. Conduct public information forums to answer questions and outline SSA proposals. | May 2009 | X | Meeting forum conducted. |
| Approve SSAs | Village Board | Village Board adoption of ordinances approving SSAs | Sep. 2009 | X | Ordinances approving SSAs and levy approved by Village Board. |

X - Represents Completed Item

July 2010

Goal 20: Study other local taxing bodies to seek opportunities for efficiencies.

| Tasks | Responsibility & Ownership | Performance Measure | Date Started | Completion Target | Comments |
|------------------------------------|--------------------------------------|---|--------------|-------------------|---|
| Benchmark Glen Eilyn taxing bodies | Finance Commission | Complete comparative financial analysis with similar taxing bodies. | Oct. 2009 | Sept 2010 | Comprehensive benchmarking study underway. |
| Determine potential for partnering | Village President | Conduct meeting to identify similar purchases, commodities, services and expenses undertaken by each local agency. Identify list of potential initiatives that could be implemented via collaboration and partnership. | Jan. 2010 | t/b/d | Request made to taxing bodies at January ARTS meeting. Request to consider joint bidding of newsletter printing has been forwarded to other taxing bodies. |
| Initiate partnership arrangements | Village President Village Manager | Develop a report that identifies the agreed upon initiatives to be pursued. Identification of timing with regard to applicable agencies, bidding, RFPs, or service sharing. | Pending | t/b/d | |

X - Represents Completed Item

July 2010