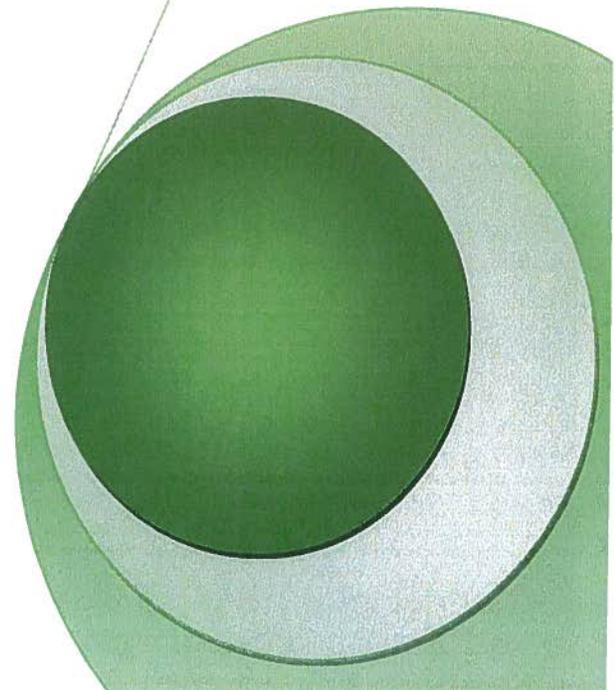
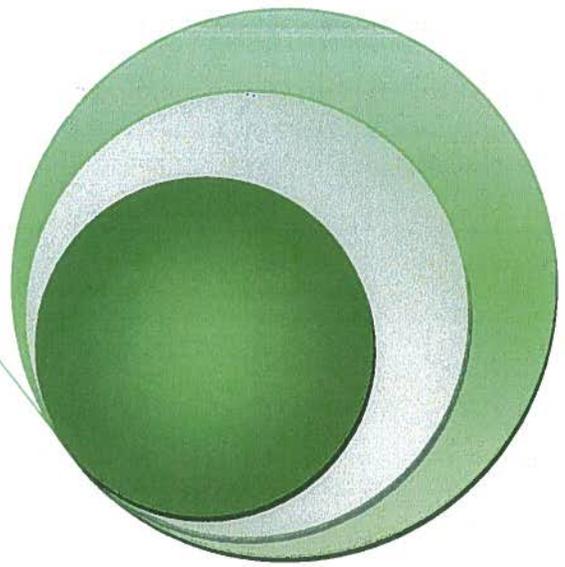


Quarterly Report Packet

August 2012 – October 2012

Management Team



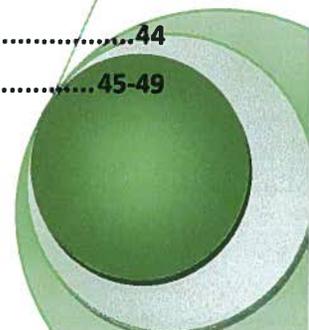


Village of Glen Ellyn



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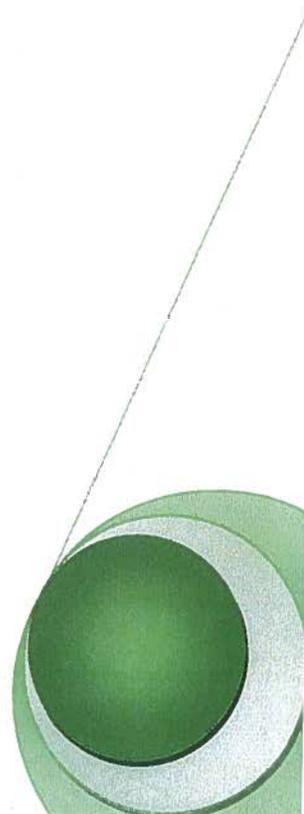


Village of Glen Ellyn



Finance Department

August 2012 – October 2012



General Fund Budget Summary
As of October 31, 2012

MONTH

	Current Year		Monthly Variance	
	Month	Month	\$	%
33,383	68,162	34,779	104%	
1,143	2,588	1,445	126%	
2,265	1,917	(348)	-15%	
254,511	246,032	(8,479)	-3%	
143,217	136,906	(6,311)	-4%	
223,259	228,229	4,970	2%	
75,628	82,161	6,533	9%	
733,406	765,995	32,589	4%	
5,277	6,909	1,632	31%	
270	970	700	259%	
(1,753)	1,680	3,433	-196%	
47,751	59,230	11,479	24%	
51,545	68,789	17,244	33%	
-	28,384	28,384	100%	
63,042	68,084	5,042	8%	
1,964	3,700	1,736	88%	
10,675	10,792	117	1%	
75,681	110,960	35,279	47%	
61,993	49,199	(12,794)	-21%	
1,476	1,902	426	29%	
69,515	13,099	(56,416)	-81%	
132,541	132,541	-	0%	
265,525	196,741	(68,784)	-26%	
1,126,157	1,142,485	16,328	1%	

YTD

	Current Year		YTD Variance	
	YTD	YTD	\$	%
2,787,256	2,881,518	94,262	3%	
163,555	153,473	(10,082)	-6%	
193,788	171,285	(22,503)	-12%	
1,503,109	1,475,698	(27,411)	-2%	
832,917	849,913	16,996	2%	
1,137,164	1,278,427	141,263	12%	
766,641	784,428	17,787	2%	
7,384,430	7,594,742	210,312	3%	
92,336	88,399	(3,937)	-4%	
35,150	36,565	1,415	4%	
119,601	114,686	(4,915)	-4%	
279,313	342,666	63,353	23%	
526,400	582,316	55,916	11%	
248,061	293,917	45,856	18%	
295,038	330,764	35,726	12%	
127,867	140,648	12,781	10%	
64,050	64,752	702	1%	
735,016	830,081	95,065	13%	
260,840	273,688	12,848	5%	
7,539	8,853	1,314	17%	
190,952	248,104	57,152	30%	
795,246	795,246	-	0%	
1,254,577	1,325,891	71,314	6%	
9,900,423	10,333,030	432,607	4%	

BUDGET

	Revised Budget	YTD Budget	YTD Actual	Variance		Annual Projection
				\$	%	
	2,983,300	2,875,509	2,881,518	6,009	0%	2,974,200
	166,000	161,053	153,473	(7,580)	-5%	162,000
	200,000	194,118	171,285	(22,833)	-12%	183,000
	3,220,000	1,564,920	1,475,698	(89,222)	-6%	3,074,200
	1,781,000	833,508	849,913	16,405	2%	1,828,200
	2,000,000	1,166,000	1,278,427	112,427	10%	2,420,000
	1,148,500	778,388	784,428	6,040	1%	1,172,900
	11,698,800	7,573,496	7,594,742	21,246	0%	11,814,500
	380,000	66,165	88,399	22,234	34%	380,000
	35,000	35,000	36,565	1,565	4%	35,000
	115,000	112,000	114,686	2,686	2%	112,000
	583,000	384,960	342,666	(42,294)	-11%	592,000
	1,113,000	598,125	582,316	(15,809)	-3%	1,119,000
	500,000	250,000	293,917	43,917	18%	588,000
	625,000	312,500	330,764	18,264	6%	660,000
	149,000	136,700	140,648	3,948	3%	149,000
	129,500	64,649	64,752	103	0%	129,500
	1,403,500	763,849	830,081	66,232	9%	1,526,500
	500,000	250,000	273,688	23,688	9%	540,000
	15,000	7,184	8,853	1,669	23%	17,600
	280,400	111,591	248,104	136,513	122%	295,400
	1,390,500	795,387	795,246	(141)	0%	1,390,500
	2,185,900	1,164,162	1,325,891	161,729	14%	2,243,500
	16,401,200	10,099,632	10,333,030	233,398	2%	16,703,500

REVENUES

TAXES

Property Tax	33,383	68,162	34,779	104%
Econ Dev SSA Tax	1,143	2,588	1,445	126%
Fire SSA Tax	2,265	1,917	(348)	-15%
Sales Tax	254,511	246,032	(8,479)	-3%
Home Rule Sales Tax	143,217	136,906	(6,311)	-4%
State Income Tax	223,259	228,229	4,970	2%
Other Taxes	75,628	82,161	6,533	9%
ST Taxes	733,406	765,995	32,589	4%
LICENSES & PERMITS	5,277	6,909	1,632	31%
Vehicle Licenses	270	970	700	259%
Business Registration	(1,753)	1,680	3,433	-196%
Liquor Licenses	47,751	59,230	11,479	24%
Building Permits/Registrations/Fees	51,545	68,789	17,244	33%
ST Licenses & Permits	-	28,384	28,384	100%
Cable Franchise Fees	63,042	68,084	5,042	8%
Ambulance Service Fees	1,964	3,700	1,736	88%
Police Service Reimbursements	10,675	10,792	117	1%
Service Fees - GWA/Library	75,681	110,960	35,279	47%
ST Charges and Fees	-	28,384	28,384	100%

CHARGES & FEES

Police/Court Fines	61,993	49,199	(12,794)	-21%
Investment Income	1,476	1,902	426	29%
Miscellaneous Income	69,515	13,099	(56,416)	-81%
Transfers from Other Funds	132,541	132,541	-	0%
ST Other	265,525	196,741	(68,784)	-26%
Revenue Totals	1,126,157	1,142,485	16,328	1%

OTHER

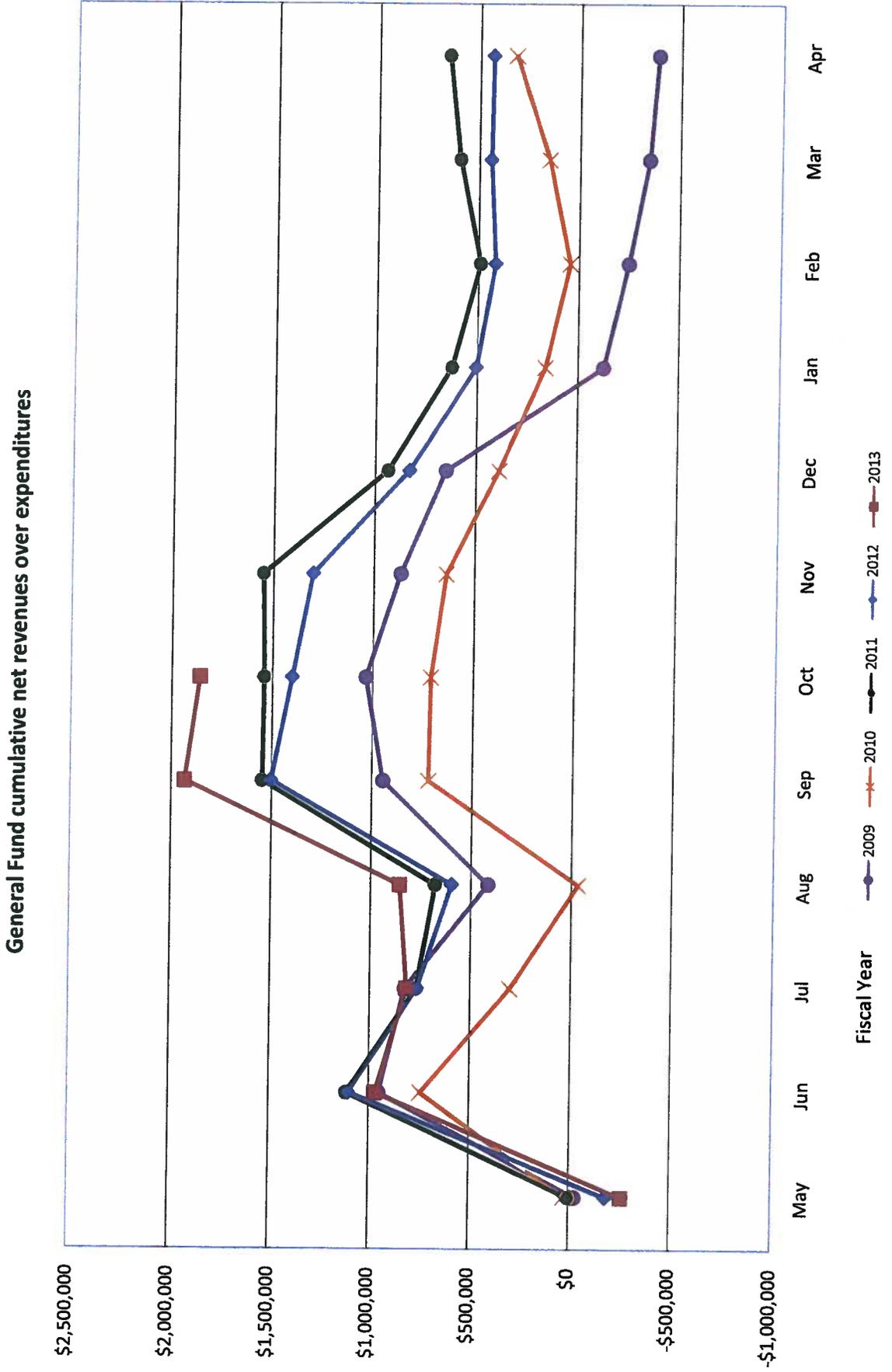
Village Board & Clerk	2,106	781	(1,325)	-63%
Village Manager's Office	130,725	59,570	(71,155)	-54%
Facilities Maintenance	21,210	27,384	6,174	29%
Senior Services	6,351	5,479	(872)	-14%
History Park	2,911	885	(2,026)	-70%
Finance	74,892	77,244	2,352	3%
Planning & Development	79,762	100,024	20,262	25%
Economic Development	23,805	13,620	(10,185)	-43%
Police	525,381	553,479	28,098	5%
Fire	174,070	186,158	12,088	7%
Public Works - Admin & Engineering	57,402	70,820	13,418	23%
Public Works - Operations	129,831	120,928	(8,903)	-7%
Expenditure Totals	1,228,446	1,216,372	(12,076)	-1%
Net Increase / (Decrease)	(102,289)	(73,887)	28,404	

EXPENDITURES

Village Board & Clerk	2,106	781	(1,325)	-63%
Village Manager's Office	130,725	59,570	(71,155)	-54%
Facilities Maintenance	21,210	27,384	6,174	29%
Senior Services	6,351	5,479	(872)	-14%
History Park	2,911	885	(2,026)	-70%
Finance	74,892	77,244	2,352	3%
Planning & Development	79,762	100,024	20,262	25%
Economic Development	23,805	13,620	(10,185)	-43%
Police	525,381	553,479	28,098	5%
Fire	174,070	186,158	12,088	7%
Public Works - Admin & Engineering	57,402	70,820	13,418	23%
Public Works - Operations	129,831	120,928	(8,903)	-7%
Expenditure Totals	1,228,446	1,216,372	(12,076)	-1%
Net Increase / (Decrease)	(102,289)	(73,887)	28,404	

	Revised Budget	YTD Budget	YTD Actual	Variance		Annual Projection
				\$	%	
	49,900	37,450	36,080	(1,370)	-4%	52,900
	1,043,968	536,984	479,585	(57,399)	-11%	1,060,000
	454,200	227,100	188,304	(38,796)	-17%	454,200
	117,550	58,775	38,889	(19,886)	-34%	85,000
	53,400	20,292	12,814	(7,478)	-37%	53,400
	1,071,700	535,850	528,311	(7,539)	-1%	1,097,200
	1,235,900	617,950	569,891	(48,059)	-8%	1,285,900
	460,055	245,224	164,852	(80,372)	-33%	510,055
	7,174,848	4,175,424	4,145,233	(30,191)	-1%	7,174,848
	1,797,650	929,075	931,344	2,269	0%	1,797,650
	902,851	451,426	449,294	(2,132)	0%	902,851
	2,066,085	1,018,043	930,068	(87,974)	-9%	2,050,000
	16,428,107	8,853,592	8,474,665	(378,927)	-4%	16,524,004
	(26,907)	1,246,040	1,858,365	612,325		179,496

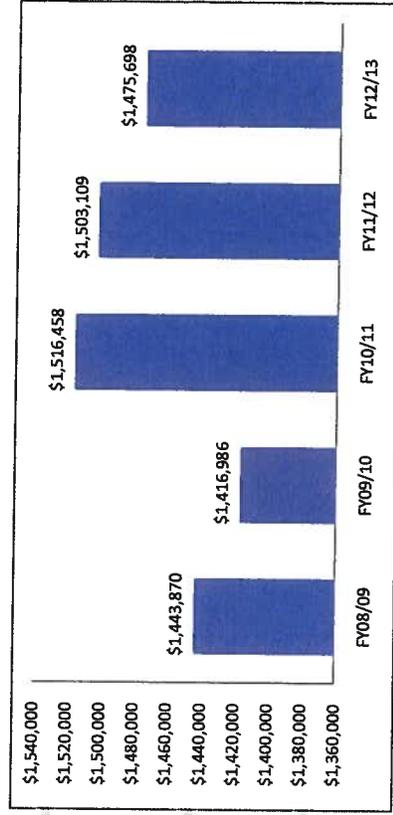
Village of Glen Ellyn YTD Net Income /(Loss) by Month General Fund



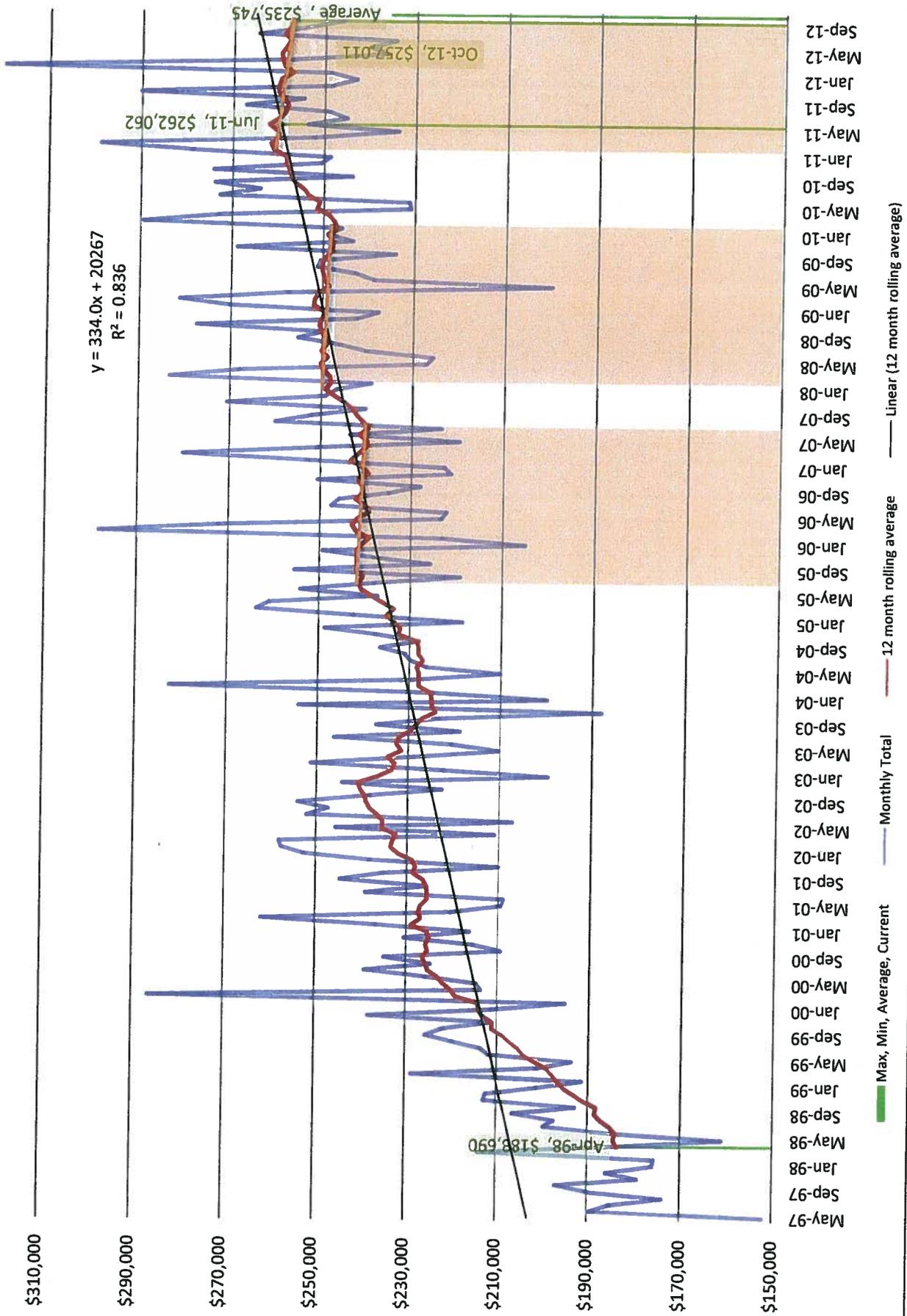
Village of Glen Ellyn
General Fund
Sales Tax - Five Year History

Month Received by Village	% Change From Prior					YTD Budget	Monthly Budget Variance		YTD Budget Variance	
	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13		\$	%		\$
May	\$ 227,039	\$ 199,934	\$ 230,931	\$ 233,740	\$ 236,301	\$ 238,280	(1,979)	(0.8%)	\$ (1,979)	(0.8%)
Jun	225,651	238,645	231,267	253,579	240,112	238,280	1,832	0.8%	(147)	(0.0%)
Jul	240,130	242,671	272,791	245,068	234,506	280,140	(45,634)	(16.3%)	(45,781)	(6.1%)
Aug	246,141	251,180	263,827	249,021	264,532	273,700	(9,168)	(3.3%)	(54,949)	(5.3%)
Sep	255,210	250,496	273,893	267,190	254,215	283,360	(29,145)	(10.3%)	(84,094)	(6.4%)
Oct	249,699	234,060	243,749	254,511	246,032	251,160	(5,128)	(2.0%)	(89,222)	(5.7%)
Nov	277,470	268,810	274,209	290,178		283,360				
Dec	242,329	243,398	250,668	248,509		257,600				
Jan	237,604	249,003	248,628	243,006		257,600				
Feb	270,094	245,921	278,833	248,669		286,580				
Mar	281,229	289,305	298,781	320,782		309,120				
Apr	257,380	272,753	252,047	257,287		260,820				
Total	\$ 3,009,976	\$ 2,986,176	\$ 3,119,624	\$ 3,111,540	\$ 1,475,698	\$ 3,220,000			\$ (89,222)	

Budget	\$ 3,136,000	\$ 3,000,000	\$ 3,000,000	\$ 3,190,000	\$ 3,220,000
Year to date	\$ 1,443,870	\$ 1,416,986	\$ 1,516,458	\$ 1,503,109	\$ 1,475,698
YTD as a percent of annual budget	46.0%	47.2%	50.5%	47.1%	45.8%
YTD % Change from prior YTD		(1.9%)	7.0%	(0.9%)	(1.8%)
YTD as a percent of total	48%	47%	49%	48%	
Average YTD as a percent of total					46%
Projection for FY12/13 (YTD / Average YTD)					\$ 3,208,000



Sales Tax - Monthly totals and 12 month rolling average, since FY98



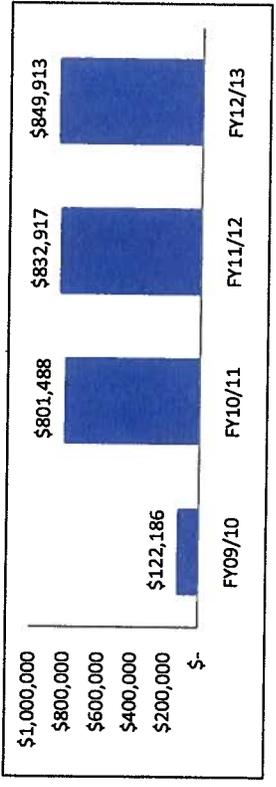
Village of Glen Ellyn
General Fund
HR Sales Tax - Four Year History

Month Received by Village	% Change From Prior Incr/(Decr)				Monthly Budget	YTD Budget	Monthly Budget Variance		YTD Budget Variance	
	FY09/10	FY10/11	FY11/12	FY12/13			\$	%		\$
May	\$ -	\$ 109,541	\$ 119,921	\$ 131,286	\$ 113,984	\$ 113,984	\$ 17,302	15.2%	\$ 17,302	15.2%
Jun	-	137,957	134,909	141,562	144,261	258,245	(2,699)	(1.9%)	14,603	5.7%
Jul	-	133,493	133,295	135,982	138,918	397,163	(2,936)	(2.1%)	11,667	2.9%
Aug	-	141,563	148,605	150,607	147,823	544,986	2,784	1.9%	14,451	2.7%
Sep	42	146,323	152,970	153,570	151,385	696,371	2,185	1.4%	16,636	2.4%
Oct	122,144	132,611	143,217	136,906	137,137	833,508	(231)	(0.2%)	16,405	2.0%
Nov	156,497	161,725	173,486		167,414	1,000,922				
Dec	141,476	143,851	141,314		149,604	1,150,526				
Jan	140,395	135,813	139,324		142,480	1,293,006				
Feb	133,821	147,976	140,563		153,166	1,446,172				
Mar	167,827	173,882	184,853		179,881	1,626,053				
Apr	151,258	148,985	150,795		154,947	1,781,000				
Total	\$ 1,013,460	\$ 1,713,720	\$ 1,763,252	\$ 849,913	\$ 1,781,000		\$ 16,405			

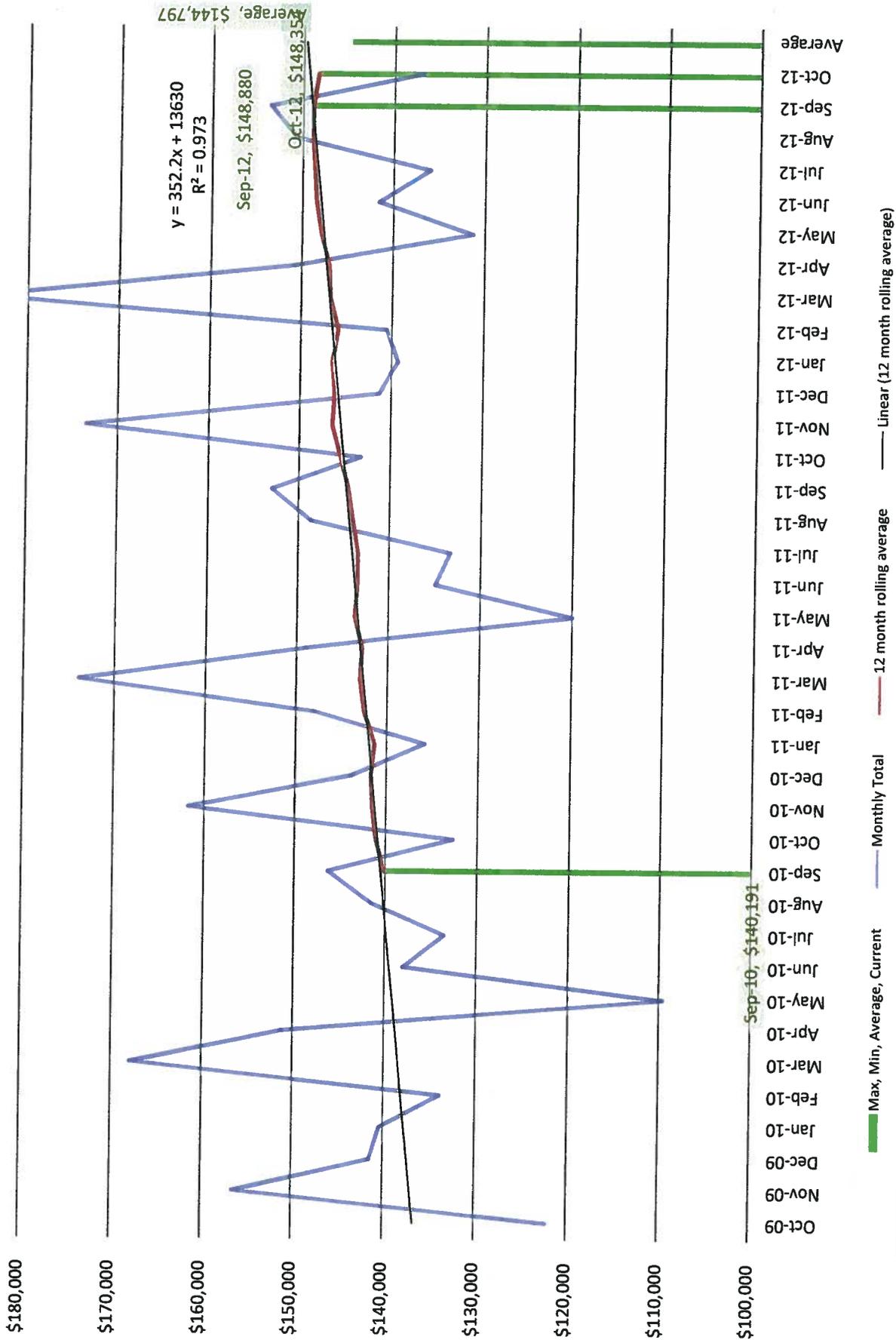
Budget	\$ 875,000	\$ 1,750,000	\$ 1,720,000	\$ 1,781,000
Year to date	\$ 122,186	\$ 801,488	\$ 832,917	\$ 849,913
YTD as a percent of annual budget	NA	46%	48%	48%
YTD % Change from prior YTD	NA	NA	4%	2%
YTD as a percent of total	NA	47%	47%	
Average YTD as a percent of total				47%
Projection for FY12/13 (YTD / Average YTD)				\$ 1,808,300

YTD % of State Sales Tax	8.6%	52.9%	55.4%	57.6%
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	Budgeted	Year To Date	Projected	Projected - Budget	Projected/ Budget
Sales Tax	\$ 3,220,000	\$ 1,475,698	\$ 3,074,000	\$ (146,000)	95%
Home Rule ST	\$ 1,781,000	\$ 849,913	\$ 1,828,200	\$ 47,200	103%
Total	\$ 5,001,000	\$ 2,325,611	\$ 4,902,200	\$ (98,800)	98%



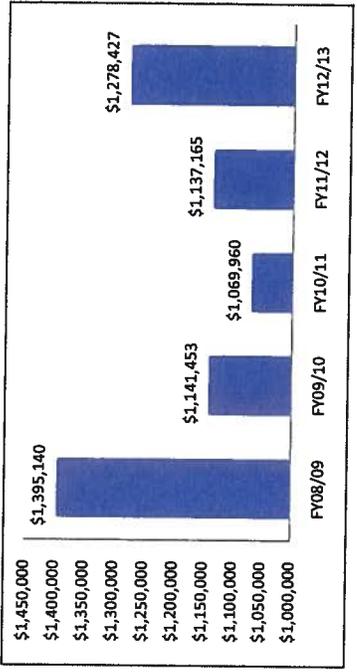
Home Rule Sales Tax - Monthly totals and 12 month rolling average, since inception



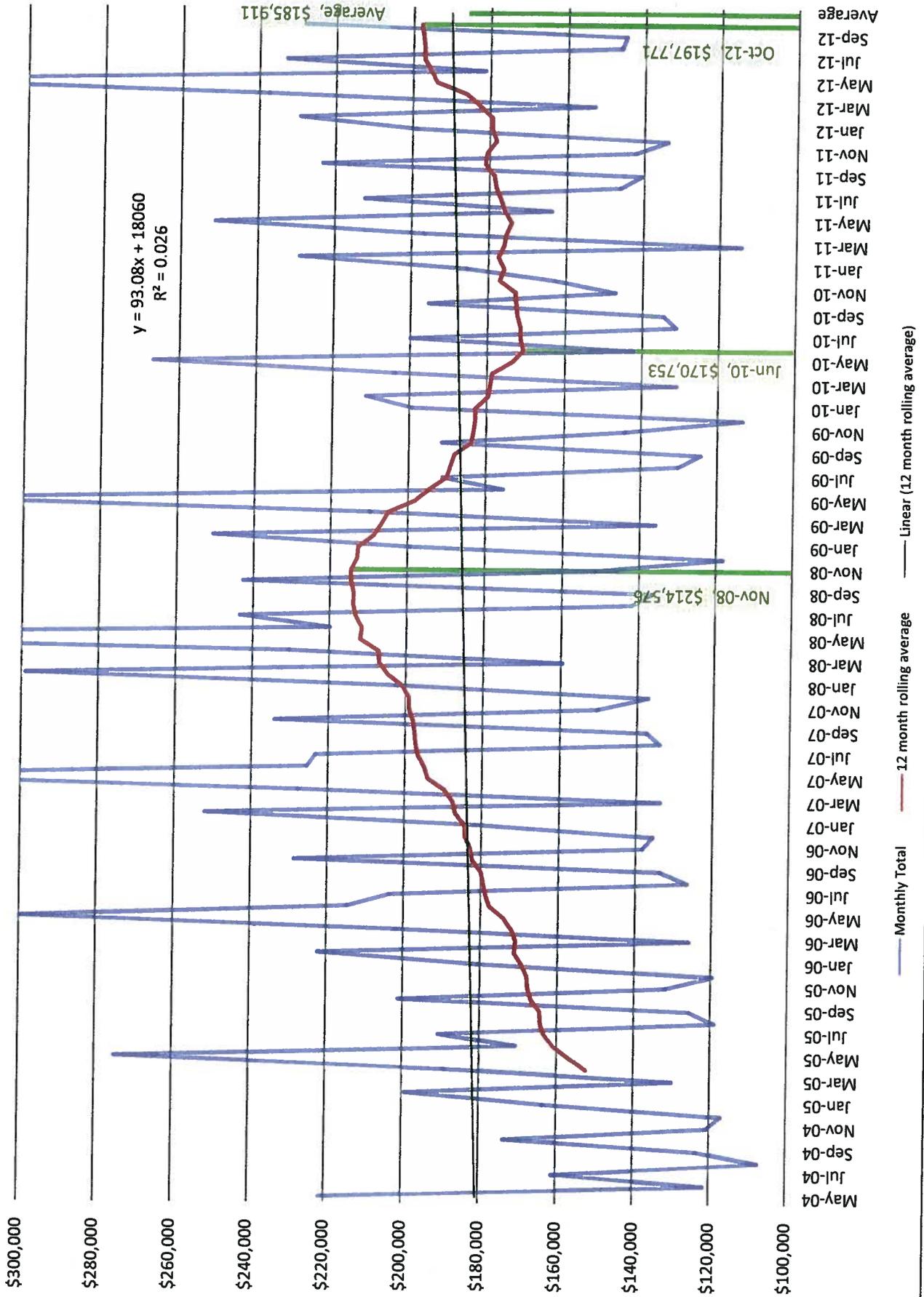
Village of Glen Ellyn
General Fund
State Income Tax - 5 Year History

Month Received by Village	% Change From Prior Incr/(Decr)					YTD Budget	Monthly Budget	YTD Budget	Monthly Budget		YTD Budget	Variance	%
	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13				\$	%			
May	\$ 411,166	\$ 328,839	\$ 266,823	\$ 251,173	\$ 344,916	\$ 294,800	\$ 294,800	\$ 294,800	\$ 50,116	17.0%	\$ 50,116	\$ 50,116	17.0%
Jun	219,791	175,582	142,274	163,860	181,341	198,000	492,800	492,800	(16,659)	(8.4%)	33,457	33,457	6.8%
Jul	243,312	191,171	199,951	212,271	232,868	204,600	697,400	697,400	28,268	13.8%	61,725	61,725	8.9%
Aug	141,873	130,133	131,089	146,036	146,127	129,800	827,200	827,200	16,327	12.6%	78,052	78,052	9.4%
Sep	136,400	124,255	134,436	140,565	144,946	132,000	959,200	959,200	12,946	9.8%	90,998	90,998	9.5%
Oct	242,598	191,473	195,387	223,259	228,229	206,800	1,166,000	1,166,000	21,429	10.4%	112,427	112,427	9.6%
Nov	151,515	144,264	147,046	142,185		138,600	1,304,600	1,304,600					
Dec	118,018	113,400	162,625	133,873		132,000	1,436,600	1,436,600					
Jan	199,292	199,333	185,404	198,900		189,200	1,625,800	1,625,800					
Feb	250,579	211,259	229,119	229,321		228,800	1,854,600	1,854,600					
Mar	135,806	130,720	114,275	152,994		140,800	1,995,400	1,995,400					
Apr	209,659	203,935	196,592	237,550		204,600	2,200,000	2,200,000					
Total	\$ 2,460,009	\$ 2,144,364	\$ 2,105,021	\$ 2,231,988	\$ 1,278,427	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	\$ 112,427				

Annual Budget	Illinois Municipal League (IML) Projections		Total FY12 estimated revenue (per capita estimate x 27,450 residents)
	FY13 per capita projection	revenue estimate	
YTD Total	\$ 1,395,140	\$ 1,137,165	\$ 1,137,165
YTD as a % of Budget	56%	51%	
YTD % Change from prior YTD	(18.2%)	(6.3%)	6.3%
YTD as a percent of total	56.7%	50.8%	50.9%
Average YTD as a percent of total			52.9%
Projection for FY12/13 (YTD / Average YTD)			\$ 2,417,000
Difference from latest IML Projection			\$ 1,400
Amounts bolded and in italics have not yet been received from the State of Illinois.			0.1%



Income Tax - Monthly totals and 12 month rolling average, since FY05



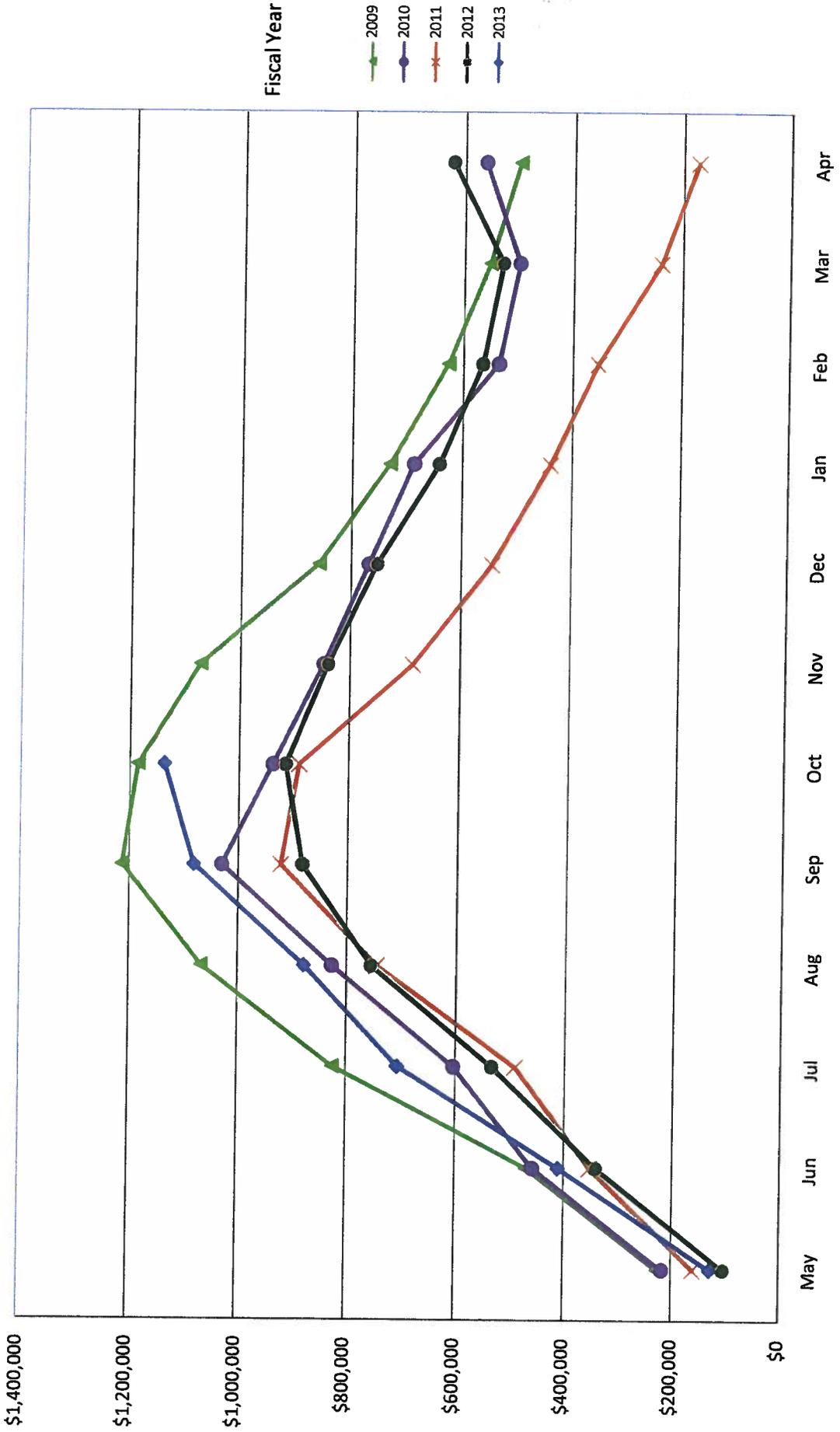
Village of Glen Ellyn

YTD Net Income/(Loss) by Month

Recreation Fund

Recreation Fund Cumulative Net Revenues Over Expenses - Fiscal Year

*excludes debt and capital expenses



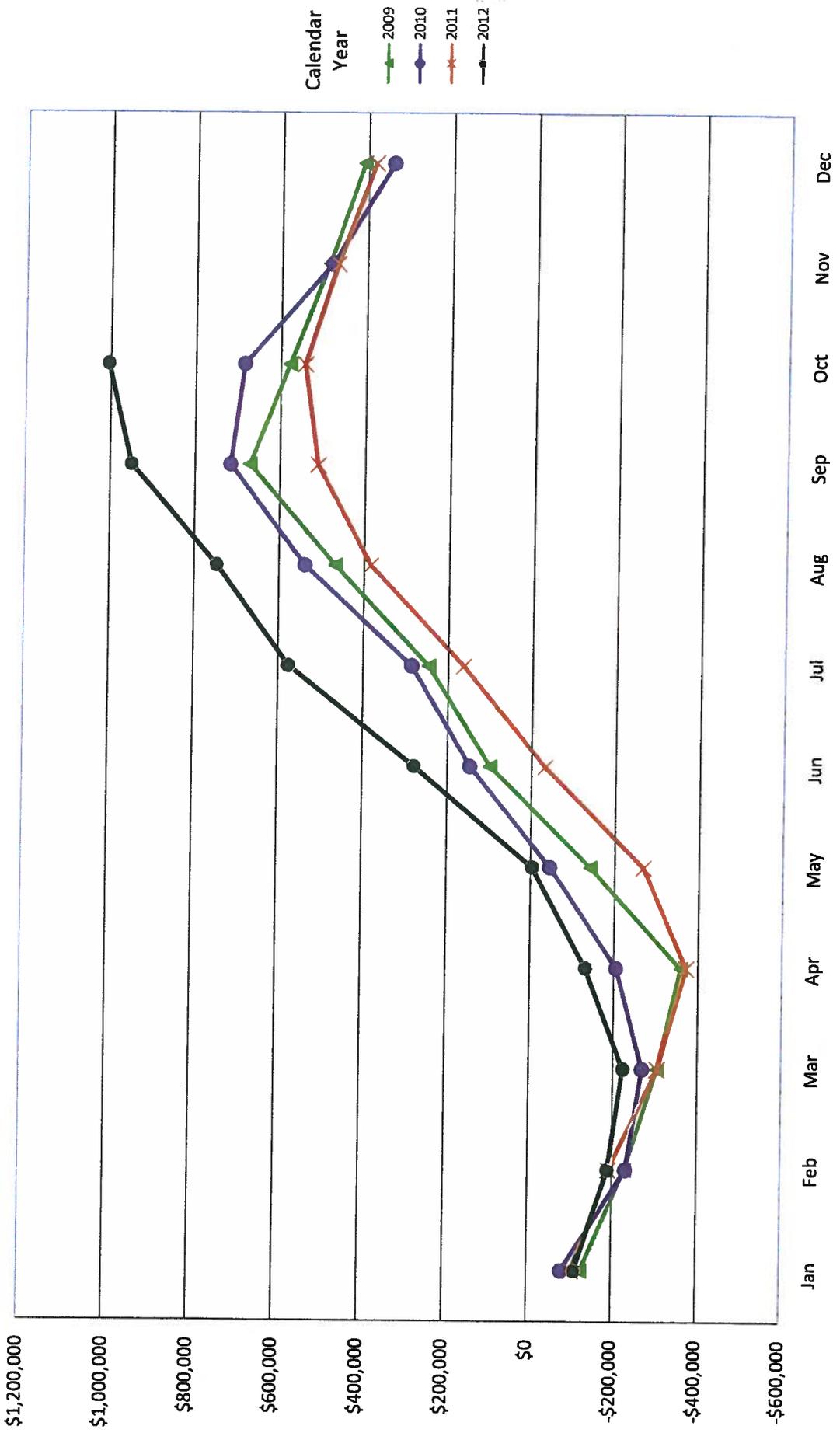
Village of Glen Ellyn

YTD Net Income/(Loss) by Month

Recreation Fund

Recreation Fund Cumulative Net Revenues Over Expenses - Calendar Year

*excludes debt and capital expenses



Village of Glen Eilyn
 FY2012/13 Activity by Fund
 Unaudited and Unadjusted
 Year to date

FUND	Revenues			Expenditures (Expenses)			Net					
	Revised Budget	YTD	Difference	% of Budget	Revised Budget	YTD	Difference	% of Budget	Revised Budget	YTD	Difference	% of Budget
General	\$ 16,401,200	\$ 10,333,030	\$ 6,068,170	63%	\$ 16,428,107	\$ 8,474,665	\$ 7,953,442	52%	\$ (26,907)	\$ 1,858,365	\$ 1,885,272	-6907%
Corporate Reserve	187,900	42,007	145,893	22%	793,000	-	793,000	0%	(605,100)	42,007	647,107	-7%
Motor Fuel Tax	706,500	447,959	258,541	63%	831,000	367,438	463,562	44%	(124,500)	80,521	205,021	-65%
CBD TIF	-	-	-	0%	1,000	-	1,000	0%	(1,000)	-	1,000	0%
Debt Service	1,662,000	1,607,766	54,234	97%	1,654,600	36,850	1,617,750	2%	7,400	1,570,916	1,563,516	21229%
Capital Projects	5,901,500	3,121,173	2,780,327	53%	8,952,285	3,625,614	5,326,671	40%	(3,050,785)	(504,441)	2,546,344	17%
Facilities Maintenance Reserve	52,500	27,321	25,179	52%	129,839	25,737	104,102	20%	(77,339)	1,584	78,923	-2%
ST Governmental Funds	24,911,600	15,579,256	9,332,344	63%	28,789,831	12,530,304	16,259,527	44%	(3,878,231)	3,048,952	6,927,183	-79%
Water and Sewer	12,291,500	7,072,886	5,218,614	58%	13,761,964	6,079,525	7,682,439	44%	(1,470,464)	993,361	2,463,825	-68%
Parking	334,400	75,341	259,059	23%	409,300	149,904	259,396	37%	(74,900)	(74,563)	337	100%
Residential Solid Waste	1,339,000	694,379	644,621	52%	1,484,900	1,014,697	470,203	68%	(145,900)	(320,318)	(174,418)	220%
Recreation	8,536,000	7,889,453	646,547	92%	9,795,417	2,041,707	7,753,710	21%	(1,259,417)	5,847,746	7,107,163	-464%
ST Enterprise	22,500,900	15,732,059	6,768,841	70%	25,451,581	9,285,833	16,165,748	36%	(2,950,681)	6,446,226	9,396,907	-218%
Insurance	2,815,600	1,473,601	1,341,999	52%	2,819,000	1,612,871	1,206,129	57%	(3,400)	(139,270)	(135,870)	4096%
Equipment Services	1,744,148	907,056	837,092	52%	1,808,250	468,629	1,339,621	26%	(64,102)	438,427	502,529	-684%
ST Internal Service	4,559,748	2,380,657	2,179,091	52%	4,627,250	2,081,500	2,545,750	45%	(67,502)	299,157	366,659	-443%
Village Operations	\$ 51,972,248	\$ 33,691,972	\$ 18,280,276	65%	\$ 58,868,662	\$ 23,897,637	\$ 34,971,025	41%	\$ (6,896,414)	\$ 9,794,335	\$ 16,690,749	-142%
Police Pension	\$ 1,789,000	\$ 1,431,125	\$ 357,875	80%	\$ 1,510,100	\$ 773,136	\$ 736,964	51%	\$ 278,900	\$ 657,989	\$ 379,089	236%

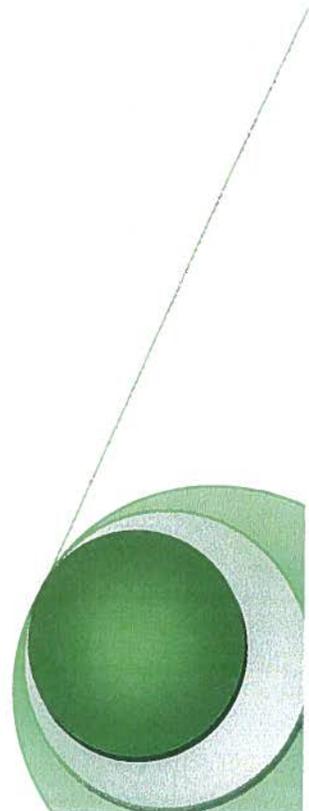


Village of Glen Ellyn



Planning and Development Department

August 2012 – October 2012





Quarterly Report

AUGUST-OCTOBER 2012

Village Stormwater Engineer Hired

Ray Ulreich was hired as the new Stormwater Engineer for the Village in August. Ray is a licensed professional engineer and land surveyor with extensive stormwater engineering experience on development projects. His past work experience includes positions as the Director of Development with the St. Paul Development Corporation and as the Assistant Village Engineer in Carol Stream. Ray is primarily responsible for stormwater plan reviews, inspections, drainage problem resolutions, and customer service and process improvements.



The Village previously contracted with multiple engineering consultants in order to provide the services that Ray will provide. His hiring will save the Village an estimated minimum of \$10,000 a year in engineering expenses as well as provide better response time and customer service for engineering-related issues. Ray's normal 30 hour week is Monday, Wednesday, and Friday 8:00 am to 4:30 pm and 6 hours on Tuesday or Thursday. Please welcome Ray to the Village if you see him.

New Planning Intern Joins Department



Matt Simpson began an internship with the Planning and Development Department in August. He is currently pursuing a Masters of Public Administration from Northern Illinois University. Matt earned his undergraduate degree from Southern Illinois University—Carbondale in Economics. He has spent the past 2 years in his hometown of Rockford working on business retention and expansion for the Rockford Area Economic Development Council. If you see Matt please introduce yourself and welcome him to the Village.

Downtown Streetscape and Parking Study Update

A team of consultants were recently selected to complete a streetscape plan and parking study for the Village that focuses on streetscape amenity improvements, such as landscaping and bike racks, parking garage locations and parking management strategies. Funding for the plan was made possible by a \$50,000 grant from the Chicago Metropolitan Agency for Planning (CMAP). The steering committee for this project, whose role is to work directly with the consultants and make final recommendations to the Village Board, had its first meeting on October 16, 2012. The committee is made up of key stakeholders and residents who are working with the consulting team of Houseal Lavigne and Associates, Gary R. Weber and Associates, Walker Parking Consultants and Engineering Resource Associates.

A project website will be available on November 2, 2012 through the Village website. When launched, the website will include a visual preference survey and questionnaires to offer users input to the planning process. Users will also be able to track the progress of the project and review plans as they are developed. Preliminary plans should be completed late this year and a public workshop will be held in early 2013.

Signage and Wayfinding Plan RFQ

On September 26, 2012, the Village released a request for qualifications (RFQ) for a Village signage and wayfinding plan. The goal of the project is to develop a more cohesive signage design and image for the community and to better direct pedestrians, motorists and cyclists to and within the downtown and the Village. The plan will include different informational and directional signs with a unified design style and recommendations for strategic sign placement and implementation cost.

P&D COURT CASES:

*675 Roosevelt Rd:
Pest infestation
10/2/2012*

The funding will be accommodated in the FY 2012 budget for the design portion of this project. Additional funding will be needed in upcoming fiscal years for implementing the signage and wayfinding design. Responses to the RFQ are due on November 1, 2012. We hope to select a consultant by the end of 2012.

Stacy's Corners Updates

On June 15, 2012 the Village issued a request for proposals (RFP) for redevelopment of the former Marathon property at 825 N. Main St. The Village received two responses to the RFP by the due date of August 10, 2012. Village staff is currently in the process of reviewing the proposals and will schedule a discussion with the Village Board by the end of the year regarding whether to pursue one of the RFP responses further.

The Glen Ellyn Chamber of Commerce has leased the Village's building at 810 N. Main St. across the street from the Marathon site and will soon be transferring operations from its current location on Roosevelt Road. The Chamber recently received approval for an exterior appearance update to the building with work to commence late this year. The Village is excited to have the Chamber of Commerce in Stacy's Corners and is hopeful for new tenant(s) at the Marathon site in the near future.

Plan Review Fee Updates

The Village fee and deposit schedule was recently updated to reflect increases for tree preservation and stormwater reviews. The prior tree preservation plan review fee structure did not fully cover the costs of consultant services (both previous and current consultants) and often resulted in out-of-pocket expenses incurred by the Village. The updated fee structure retains the previous single-family home review fees but increases commercial development project, code violation and enforcement service fees.

The fee and deposit schedule was also updated to establish stormwater plan review fees. Previously, the Village contracted stormwater plan review services to private consultants and then charged the applicant's escrow account. Now that the Village has hired an in-house stormwater engi-

neer the fees are needed in order to cover the Village's costs. The stormwater fee is based on a percentage of site construction costs.

Both fee changes were approved by the Village Board on September 24, 2012 and are now in effect. The fee and deposit schedule can be accessed on the Village website or by visiting the Planning and Development Department.

Stormwater Projects

The new stormwater engineer has kept very busy in his first few months on the job. Ray currently is working on several projects that will enhance the Village's functional capabilities in regards to stormwater issues.

Among the projects are enhancements to stormwater ordinances within the Glen Ellyn Zoning Code and Building Code in order to reduce redundancy, complexity and conflicts. Ray is also creating updates to permit standards and requirements, hand-out materials, newsletter articles and the Village website in order to match the ordinance revisions. Additionally, Ray will be working on future procedural updates and conferring with Public Works on capital improvements that will enhance the Village's ability to handle drainage and flooding complaints as well as reduce property damage from inadequate drainage. Expect these updates to be implemented in 2013.

515 Roosevelt Road Renovation Project

On October 22, 2012, the Village Board approved a Zoning Map Amendment, Special Use Permit and Zoning Code Variations to allow renovation of the building at 515 Roosevelt Rd. The building was formerly a Chase Bank and will be repurposed to house 3 restaurants (Oberweis Dairy, That Burger Joint and Connie's Pizza) as well as lower level office space. Oberweis will be moving from its current location at 651 Roosevelt Rd. when renovation is complete.



**Happy
Holidays!!**





**PLANNING AND DEVELOPMENT DEPARTMENT
MONTHLY REPORT
AUGUST-OCTOBER 2012**



	August-October	2012 YTD	2011 Actual
Total Building Permits Issued	479	1220	1347
New Single Family dwelling	10	17	29
New Multi-family dwelling	0	0	0
New Commercial building	0	0	5
Additions and Alterations Single-family	58	132	193
Additions and Alterations Multi-family	0	0	0
Demolitions	11	16	21
Additions and Alterations Commercial	22	54	42
Accessory Structure/Miscellaneous	378	1001	1106
Total Estimated Construction Value (millions)	\$10.47	\$23.97	\$56.48
Certificates of Occupancy (TCO & CO)	5 TCO; 3CO	12 TCO; 9 CO	8 TCO; 26 CO
Stormwater Permits Issued	14	29	33
Demolition Permit Applications	8	20	26
Sign Permits Issued	10	24	26
Banner Sign Permits Issued	7	23	30
Total Inspections Conducted	1145	4166	5288
Building Inspections	868	2753	3393
Exterior Appearance/Ordinance Inspections	0	6	5
Elevator Inspections	32	67	156
Fire Inspections (by Village staff)	0	9	18
Grading/Stormwater Inspections	58	203	277
Drainage Inspections/Complaints	22	121	291
Landscape Inspections	1	7	5
Property Maintenance Inspections	107	510	525
Site Inspections	57	490	620
Total Development Applications Acted On	19	52	23
Exterior Appearance	3	8	2
Planned Unit Development	0	0	1
Sign Variation	1	4	3
Special Use Permit	3	8	4
Stormwater Variation	0	0	0
Subdivision	0	1	0
Zoning Map Amendment	1	3	0
Zoning Text Amendment	0	2	4
Zoning Variation	11	26	13
Administrative Approvals	1	3	8
Consolidations, 2-Lot Subdivs & Land Transfers	1	3	6
Promotional Event	0	0	0
Ordinance Extension	0	0	0
Indoor Live Entertainment	0	0	2
Pre-Existing Special Use	0	0	0
Misc. Ordinances/Resolutions Acted On	5	15	16
FOIA Requests Processed by Department	43	198	151
Annexations Approved	0	2	0
Annexation Agreements Approved	0	9	91
Violation Letters Issued (prior to citation)	20	266	406
Citations Issued	5	9	26
License Agreements Approved	1	10	7

**PLANNING AND DEVELOPMENT DEPARTMENT
MONTHLY DEMOLITION REPORT
JANUARY - OCTOBER 2012**



MONTHLY COMPARISON - DEMOLITION APPLICATIONS - 1994 to PRESENT

Year	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
1994	1	0	4	3	0	1	7	4	3	1	1	1	26
1995	1	2	9	0	4	0	8	0	2	2	0	0	28
1996	2	0	1	2	2	0	1	2	2	2	1	0	15
1997	0	0	0	2	2	3	3	2	2	2	0	1	17
1998	3	2	3	5	0	2	3	0	4	10	6	6	44
1999	1	1	5	3	3	1	15	2	6	1	1	0	39
2000	2	2	4	10	3	4	4	8	8	3	2	0	50
2001	4	4	5	6	8	2	6	10	6	3	6	7	67
2002	5	28	1	1	5	2	3	2	4	2	5	2	60
2003	1	4	12	8	4	7	9	7	8	5	6	1	72
2004	3	16	4	5	3	4	1	4	7	10	4	3	64
2005	7	4	2	10	7	3	6	5	5	8	6	0	63
2006	7	4	4	4	6	5	3	0	1	7	0	0	41
2007	2	3	5	3	7	4	2	3	0	3	0	1	33
2008	1	0	7	5	5	4	0	1	3	2	1	0	29
2009	2	2	1	0	0	3	2	0	0	0	2	0	12
2010	0	0	2	0	0	1	3	2	5	0	1	2	16
2011	1	0	4	2	3	2	0	5	3	4	0	0	24
2012	2	1	0	1	2	4	2	5	2	1			20

DEMOLITION PERMIT APPLICATIONS DURING CALENDAR YEAR 2012

No.	Address	Date	Lot Size	Lot Area	Earliest Record	Historic	Action	Status	Applicant/Builder
1	810 N. Main	1/9/2012	80x202	16160	01/18/56		Demo only	04/02/12	Village of Glen Ellyn
2	436 Longfellow	1/11/2012	87x170	14790	09/28/83	No	Demo & SFR	Pending	Tony Garvy
3	327 May	2/28/2012	60x195	11700	07/14/54	No	Addition & Demo	04/03/12	Class III Addition - 5th Avenue Construction
4	346 Marion	4/19/2012	64x133	8512	08/21/58	No	Demo & SFR	06/20/12	Greenscape Homes
5	662 Oak	5/1/2012	153x159	24327	09/26/54	No	Demo & SFR	Pending	Ray Whalen Builders
6	610 Prairie	5/3/2012	72x143	10296	05/06/63	No	Demo only	06/07/12	Carl Pellettieri
7	813 Hill	6/1/2012	55 X 183	10065	02/26/53	No	Demo & SFR	07/27/12	Greenscape Homes
8	545 Emerson	6/21/2012	50 x 180	9000	No record	No	Demo only	Pending	Brian Hummert
9	450 Longfellow	6/28/2012	87 x 170	14790	04/20/55	No	Demo & SFR	Pending	ADR Custom Home Bldrs.
10	757 Park	6/29/2012			12/30/27	No	Demo & SFR	Pending	Ray Whalen Builders
11	765 Euclid	7/2/2012	50x160	8000	07/27/68	No	Demo only	Pending	Ray Whalen Builders
12	319 N. Montclair	7/13/2012	60x145	8700	10/23/57	No	Demo & SFR	Pending	Benkert Builders
11	765 Euclid	7/2/2012	50x160	8000	07/27/68	No	Demo only	08/22/12	Ray Whalen Builders

DEMOLITION PERMIT APPLICATIONS DURING CALENDAR YEAR 2012

12	319 N. Montclair	7/13/2012	60x145	8700	10/23/57	No	Demo & SFR	03/19/12	Benkert Builders
	746 Elm	8/1/2012	50x320	16000	10/07/63	No	Demo & SFR	9/18/2012	Heirloom Custom Homes
14	347 Montclair	8/10/2012	54x140	7560	09/29/60	No	Demo & SFR	9/18/2012	Minneci Builders
15	401 Bryant	8/20/2012	112x130	14560	08/17/59	No	Demo & SFR	Pending	Rite Way Custom Homes
16	604 Hawthorne	8/28/2012	134x125	16750	05/19/52	No	Demo & SFR	11/1/2012	Benjamin Cooper Builders
17	230 N. Main	8/30/2012	50x149	7450	01/03/55	No	Demo & SFR	11/5/2012	DRH Cambridge Homes
18	387 Anthony	9/17/2012	50X200	10000	07/03/62	No	Demo & SFR	10/30/2012	Julison Construction
19	720 Elm	9/18/2012	50X157	7850	08/10/36	No	Demo & SFR	10/30/2012	Henninger Popp Construction
20	683 Kenilworth	10/2/2012	50X179	8950	09/24/12	No	Demo & SFR	Pending	Greenscape Homes



**PLANNING AND DEVELOPMENT DEPARTMENT
DEVELOPMENT CASE, ANNEXATION AND SPECIAL PROJECT STATUS**

As of October 31, 2012

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
970 Clifton Ave.	Variation for a shed that exceeds maximum area for an accessory structure	NA	NA	Public hearing 7/24/2012, recommended approval 4-1.	8/27/2012	Approved at 8/27/2012 Village Board meeting.
543 Crescent Blvd, The Stand	Exterior appearance of proposed facade renovation	Pending	NA	NA	Pending	Awaiting submission of formal application.
Deer Glen II	23-lot subdivision, annexation and annexation agreement.	NA	Public hearings 5/31/2012 and 7/12/2012.	NA	Pending	Agreement for off-site detention on County property denied by County Board at 7/24/2012 meeting. Developer evaluating options. Plan Commission hearing postponed midway through hearing and notice allowed to lapse.
207 East Ave.	Variation for detached garage addition to exceed lot coverage ratio	NA	NA	Public hearing 9/25/2012, recommended approval 4-1.	10/22/2012	Approved at 10/22/2012 Village Board meeting.
190 Geneva Road, Autumn Leaves	Zoning Map Amendment, Special Use Permit, Zoning Variations and Exterior Appearance for memory care facility.	Pending	Pre-application meeting 9/13/2012 received favorable response.	NA	Pending	Awaiting submission of formal application.
635 Harding	Construction necessitated zoning variation for lot coverage ratio of porch addition	NA	NA	Public hearing 7/10/2012, recommended approval 4-1.	8/27/2012	Approved at 8/27/2012 Village Board meeting.
332 Hill Avenue	Construction necessitated zoning variation for partially constructed deck in a floodplain	NA	Pending	NA	Pending	
367 Lorraine Street	Variation for addition within corner side yard setback	NA	NA	Est. 11/27/2012	Est. 12/10/2012	
586 Lowden	Variations for setbacks and lot coverage ratio of addition	NA	NA	Public hearing 7/24/2012, recommended denial 5-0.	8/13/12	Denied at 8/13/2012 Village Board meeting.
526 Main St., Career Vision	Sign Variation	Pending	NA	NA	Pending	Awaiting submission of formal application.
810 N. Main Street	Exterior appearance approval	9/12/2012, recommended approval 7-0.	NA	NA	9/24/12	Approved by Village Board at 9/24/2012 meeting.

744 Mercedith	Variation for lot coverage ratio for porch addition	NA	NA	Public hearing 7/10/2012, recommended approval 4-1.	8/13/2012	Approved at 8/13/2012 Village Board meeting.
994 Oakwood Court	Variation for addition within rear yard setback	NA	NA	Public hearing 9/23/2012, recommended approval 5-0.	10/12/2012	Approved at 10/22/2012 Village Board meeting.
44 S. Park Blvd.	Variation for addition to exceed lot coverage ratio and floor area ratio.	NA	NA	Est. 11/27/2012	Est. 12/10/2012	
475 Pennsylvania Avenue, Barone's	Exterior Appearance and Sign Variations	Pre-application meeting 3/24/2010	NA	NA	Pending	Awaiting submission of formal application.
501 Pennsylvania Avenue	Special Use Permit for Office Center	NA	Pending	NA	Pending	Partial application submitted 1/27/2011. Review letter sent 2/7/2011. Awaiting resubmission.
596 Phillips	Variation for lot coverage ratio and front yard setback for porch	NA	NA	Public hearing 8/28/2012, recommended approval 5-0.	9/24/2012	Approved at 9/24/2012 Village Board meeting.
696 Plumtree	Special Use Permit and Variations for construction in/near floodplain and setbacks	NA	Public hearing 8/23/2012, recommended approval 7-3.	NA	9/10/2012	Approved by Village Board at 9/10/2012 meeting.
285 Roosevelt Road, Glen Eilyn Market (former Webb Dodge property)	Special Use Permit, Zoning Variations, Sign Variations and Exterior Appearance approvals for new development	Exterior appearance considered on 10/24/2012. Sign variations recommended approval 6-1. Sign variations scheduled for 11/14/2012.	Pre-application meeting 2/9/2012. Public hearing scheduled for 11/15/2012.	NA	Est. 11/26/2012	First submission received 7/31/2012 review completed 8/24/2012. Second submission received 9/19/2012 review completed 9/28/2012. Third submission received 10/15/2012 review completed 10/26/2012.
515 Roosevelt Road, Oberwels	Zoning Map Amendment, Special Use Permit, Zoning Variations, Exterior Appearance and Sign Variations to accommodate 3 restaurant users and an office user.	Pre-application meeting 4/11/2012. Public hearing 10/10/2012 recommended approval 5-1.	Pre-application meeting 4/12/2012. Public hearing 10/11/2012 recommended approval 9-1.	NA	10/22/2012	Partial submission received on 6/21/2012 and first review complete on 7/23/2012. Second submission received 8/13/2012 review complete 8/31/2012. Third submission received 9/12/2012 review complete 9/21/2012. Approved by Village Board at 10/22/2012 meeting.
760 Sheehan, Amber Ridge Subdivision	Major Subdivision and Variations for proposed 33-lot subdivision	NA	Pre-application meetings 5/10/2012 and 8/9/2012. Formal review pending.	NA	Pending	Partial first submission received between 8/9/2012 and 8/20/2012 review complete 9/12/2012. Second submission received 10/29/2012 and under review.
485 Winchell Way, Village Links Clubhouse Expansion	Special Use Permit, Zoning Variations and Exterior Appearance Approval for clubhouse expansion and site improvements.	Pre-application meeting 4/11/2012, Public meeting recommended approval 10-0. 7/11/2012, recommended approval 7-0.	Public hearing 7/26/2012 recommended approval 10-0.	NA	8/13/2012	Approved at 8/13/2012 Village Board meeting. Ordinance amendment for landscape islands to be considered by Village Board in November.
400 Windsor Avenue	Variation for corner side yard setback of addition	NA	NA	Public hearing 7/10/2012, recommended approval 5-0.	8/13/2012	Approved at 8/13/2012 Village Board meeting.

ANNEXATIONS

Glen Oak Country Club (1 property)	Annexation w/ian Agreement for a strip of Country Club Property adjacent to Hill Avenue.	NA	NA	NA	NA	Pending	Property owner has expressed renewed interest in entering into an agreement and submitted a revised agreement to Village for review. Meeting held on 3/24/2011 with Country Club representatives. Country Club proposing to pay 100% of cost of water main construction to their entrance.
Hill Avenue Annexations (3 properties)	Annexation agreements with Elliot Property located east of the Glen Oak Country Club and the industrial property across the street	NA	NA	NA	NA	Pending	Revised agreements for Noortag and Cuyler in progress. Awaiting submission of revised proposed agreement for Elliot property from his attorney.
NEC of Five Corners (multiple properties)	Annexation and Annexation Agreements for Properties in 4-block area northeast of 5-corners.	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 (multiple properties)	Annexation of neighborhood north of St. Charles, south of the Great Western Trail, west of Evergreen and east of Mildred.	NA	NA	NA	NA	Pending	Some utility information and costs received.
Marston and Bemis Road Area (32 properties)	Annexation of properties with existing annexation agreements	NA	NA	NA	NA	Pending	Annexation agreements with 32 properties approved in 2010. Next phase to proceed with annexation of properties.
Marston and Bemis Road Area Connected Properties Without Agreements	New agreements with 6 property owners connected to Village utilities that do not have annexation agreements.	NA	NA	NA	NA	Public hearing held 3/26/2012. Approved by Village Board on 4/9/2012	
Marston and Bemis Road Area Amendments to Existing Agreements	Amendments to 5 of the 148 agreements in the area to change the future zoning district designation upon annexation.	NA	NA	NA	NA	Pending	Village Attorney consulted and draft amendments prepared.
Glen Crest Subdivision (North - 49 properties)	Renewal of previously approved but never fully executed annexation agreements for 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	A total of 49 agreements were approved on 3/28/2011. Next phase to proceed with annexation. Next phase is to evaluate costs/benefits of proceeding with annexation.
Glen Crest Subdivision (South - 41 properties)	Renewal of previously approved but never fully executed annexation agreements for 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	7/25/2011	A total of 40 of 41 agreements were approved on 3/28/2011. Outstanding annexation agreement approved by Village Board on 7/25/2011. Next phase to evaluate costs/benefits of proceeding with annexation.
0N461 Scott Ave.	Annexation of property contiguous to Village limits	NA	NA	NA	NA	Pending	Formal application and other information forwarded to property owner in October at his request.
Sunnybrook Estates (5 properties)	Annexation of Sunnybrook Estates Subdivision.	NA	NA	NA	NA	7/12/2009	Need to evaluate several potential annexation routes and select one to pursue. Amendment to Ordinance approving annexation agreement approved on 7/12/2010 allowing the agreement to be executed. County approvals expired. The petitioner is in the process of requesting an extension of these approvals from the County.
Swift Road (multiple properties)	Annexation of properties contiguous to Glen Eilyn with annexation agreements.	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 have since been sent on a regular basis informing owners that payment must be received or payment arrangements entered into. Payment deferral agreements signed by 2 of 6 of the property owners with overdue payments.
Annexation Policy	"Planning for Annexations" Memo sent to Village Board in March 2012. "Annexation Projects/Priorities Update" Memo sent to Village Board in February 2012. "Annexation Projects/Priorities" Memo sent to Village Board in September 2010.
ARC Awards	Presented at the 8/13/2012 Village Board meeting.
Brochure - Starting a Business in Glen Ellyn	Third draft complete. Awaiting review and finalization.
Building Code Updates 2009	All proposed code amendments and adoption of 2009 codes completed. All codes to be reconsidered for amendment and adoption when updates are published in 2015.
CMAP Grant - Downtown Streetscape and Parking Study	Kick off meeting with steering committee held on 10/10/2012.
807-817 Crescent Right-of-Way Vacation	Vacation of improved right-of-way bisecting the rear yards of 807-817 Crescent Boulevard. Affected property owners planned to enter into a reciprocal access easement agreement and have reached an impasse in regard to the terms of the agreement. Staff from the Public Works and Planning and Development Departments met with the property owners on August 26, 2010 to answer questions about the impact various options would have on the properties and to try to facilitate an agreement. Public Works and Planning met with one of the property owners and their attorney on March 31, 2011. Meeting with all three property owners held on July 12, 2011. As a follow-up to the July 12 meeting, the property owners will be surveying the existing driveway after which another meeting will be scheduled.
Evaluation of Northside Regional Detention Stormwater Alternatives	Revised report and analysis of potential alternate sites submitted by engineering consultant on 8/28/2009. Project on hold due to lack of interest by Park District in moving forward.
Fees	New stormwater and landscape review fees established to cover cost of new staff and consultants. The stormwater fee will replace the previously required escrow for development projects.
Floodplain Log	Log of properties in or likely located in the floodplain created.
Floodplain Zoning Regulations	Evaluation of floodplain regulations in the Zoning Code currently under review for probable amendment.
Haggerty Chevrolet Incentive Agreement	Approved by Village Board on 9/24/2012.
Hotel/Motel License Code	Draft regulations, to assist in code enforcement, are being prepared for Village Board consideration.
Incorporation of Zoning and Subdivision Regulations Codes into Village Code	Incorporation of the full text of the Zoning and Subdivision Regulations Codes into the Village Code rather than referring to them by reference. This will allow these Codes to be maintained by Sterling Codifiers.
Lincoln Avenue Right-of-Way Vacation	Request received to consider vacation of Lincoln Avenue right-of-way located between 755 and 767 Chidester Avenue. The planning team met with one of the property owners on 10/14/2010 and reviewed the proposed terms of vacation. Village staff is awaiting a response.
825 N. Main Street RFP	Two proposals received by deadline and under review.
Multi-family housing inventory and Ordinance	Inventory of multi-family rental properties in Village complete. Researching Ordinances and processes used for inspections and enforcement in other communities.
Process Improvement Surveys	Draft surveys complete. Developing contact list.
PUD Fee Amendment	Reduction of fee for requested PUD amendment not requiring Commission review approved at 9/24/2012 Village Board meeting.
Redevelopment Sites Map	Redevelopment site maps complete and forwarded to economic development manager to communicate with property owners before publishing.
Sign Code Update	ARC discussed potential amendments at June 3, 2009 meeting. Surrounding community survey complete. Second draft of Code complete and undergoing internal review.
Subdivision Code Amendments	Select Code amendments in progress.
TIF Incentive Policy	Draft complete and scheduled for Village Board workshop discussion in August. <i>DELETTOR</i>

Utility Connections	Reminder letters sent to 7 property owners required by annexation agreements to connect to Village Utilities in February 2011 and one additional property owner with a past due connection date. A majority of the property owners are working with Public Works and connection dates were extended until spring due to weather. Reminder letters out to property owners in Valley Road area with required June 2011 connection dates. Responses received from numerous property owners asking for extension. Letters being sent to two properties on Crescent that were required to connect by 2009.
Village Green ICA Amendments	Staff to review revision from Park District and respond.
Wayfinding RFQ	RFQ for Downtown and Village Wayfinding and Signage Plan Issued. Proposals due November 1.

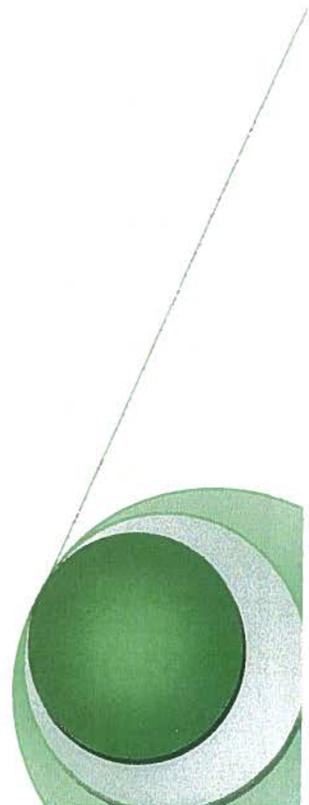


Village of Glen Ellyn



Police Department

August 2012 – October 2012





SECOND QUARTER REPORT OF POLICE DEPARTMENT ACTIVITY

Aug-Oct 2012

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.

Reporting Category*	Aug-Oct 12	Aug-Oct 11	FY 12 YTD	FY 11 YTD
Homicide	0	1	0	1
Criminal Sexual Assault	0	4	5	6
Robbery	1	1	6	7
Battery	21	29	88	96
Burglary	10	15	28	40
Theft/Deception	121	93	376	346
Motor Vehicle Theft	1	3	6	12
Arson	0	0	2	1
Criminal Damage or Trespass	41	63	168	184
Deadly Weapons	4	0	8	2
Sex Offenses	2	0	11	10
Offenses Involving Children	12	11	42	55
Drug Offenses	37	40	156	143
Liquor Control Act	26	21	105	97
Disorderly Conduct	30	50	111	139
Other Criminal Offenses	64	62	206	205
Crisis Intervention	73	81	225	258
Death/Suicide Investigations	8	12	27	32
Missing Persons	0	8	11	20
Miscellaneous Services	170	210	560	715
Medical Assists	331	279	1088	1069

**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.*

PATROL

Calls for Service

Glen Ellyn Police handled 9102 calls for service from August through October 2012. 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.

	Aug-Oct 12	Aug-Oct 11	FY 12/13 YTD	FY 11/12 YTD
Calls for service	9102	10,291	32,450	34,797

Traffic

The following table illustrates the traffic activity generated by the patrol division from August through October 2012.

	Aug-Oct 12	Aug-Oct 11	FY 12/13 YTD	FY 11/12 YTD
Traffic Citations Issued	834	1113	3269	3496
Traffic Warnings Issued	1016	1250	4061	4074
Traffic Crash Reports	209	242	641	668
DUI	37	28	138	125

INVESTIGATIONS

The chart below shows the number of cases managed through the investigations division, including the disposition totals by quarter:

Reporting Period	Number of Cases Added	Felony	Misdemeanor	Ordinance	Juvenile Dispositions
May - July 2012	85	3	1	8	10
Aug - Oct 2012	61	9	0	3	1
Nov - Jan 2013	n/a	n/a	n/a	n/a	n/a
Feb - Apr 2013	n/a	n/a	n/a	n/a	n/a
YTD Totals	146	12	1	11	11

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 completed during the quarterly reporting period.

Training Category	2 nd Qtr. Hours	Total Training Hours FY12/13
Firearms (Range)	195	251
Special Operations	144	248
Investigations	72	104
Criminal Procedure	0	0
Juvenile Law	0	0
Property & Evidence	0	0
Education & Safety	64	144
Defensive Tactics	8	24
Management & Leadership	64	64
Traffic and Crash Inv.	0	0
Other¹	320	624
In-service²,	420	644
Total Hours	1287	2103

¹ Include 400 hour Basic Law Enforcement course

² Field Training

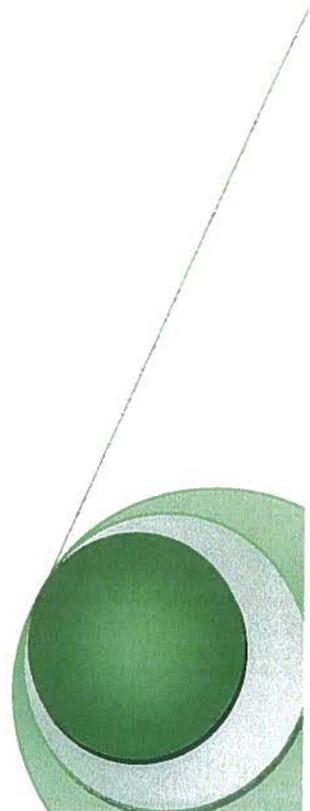


Village of Glen Ellyn



Public Works Department

August 2012 – October 2012



VILLAGE OF GLEN ELLYN PUBLIC WORKS DEPARTMENT QUARTERLY REPORT



August- October 2012

ADMINISTRATION

The admin team processed and entered results into MUNIS and the Tree Preservation Tracking Program and provided copies to the Building and Zoning Department for 40 Work in Parkway Applications

46 parkway trees were scheduled for removal; letters were prepared and mailed to residents informing them of the pending removals. The admin team updated tree inventory in CartêGraph and excel spreadsheets to reflect 374 EAB treatments, 75 available parkway planting space, 122 completed stumps, 132 completed tree removals, and 101 trees planted. This data was entered into CartêGraph and Excel spreadsheets.

The admin team researched owner-of-record and property identification numbers and prepared and mailed 7 weed violation letters and updated Weed Violation Tracking & Work Management databases.

The admin team attended the semi-annual Suburban Tree Consortium meeting in August.

The 2013 Spring Resident Share-Cost Parkway Reforestation application was revised.

The Admin team met with the parkway tree pruning and removal contractor.

In September, Public Works started using Cartegraph software for all work orders. This was a soft start as supervisors are learning the system while using it. In October there was a 3 day implementation and training session run by a Cartegraph Implementation specialist. This brought all Operations supervisors and Admin staff up to speed on the capabilities of

the software as well as customization of forms, filters and reports. This customization allows the software to enhance the current workflow and procedures already in place in Public Works will providing new methods or tracking costs and assets. Eventually all employees will enter their own time sheets into Cartegraph which will link all labor, vehicles and materials to work orders as well as track all updates to assets tracked in Cartegraph (currently trees, but all signs will be added within the next 6 months). This Public Works specific software provides multiple avenues for Glen Ellyn PW to use technology to improve work management as well as track assets. Public Works plan on implementing more modules in the years to come as budget and time allow.

In October, two Public Works' employees attended the week long Illinois Public Service Institute (IPSI) in Effingham, IL. Kathy Horn, Administrative Assistant, completed the 2nd year of the three year program and Mike Zitzka, Crew Leader – Streets attended his 1st year. IPSI is a training program providing instruction expressly designed for city, village and county service supervisors, managers and directors. The course is divided into three one-week sessions (one week each year) focusing on training in public service, personal growth and professional development. Public Works has five current employees who have completed this three year program: Jen Brown, Frank Frasco, Eric Hendrickson, Mark Mellor and Dave Buckley.

ENGINEERING

See the extensive **Monthly Construction Activity/Project Reports** published on the Village of Glen Ellyn website. Attached to the end of the report is the current **Capital Projects Scorecard**.

EQUIPMENT SERVICES

The Equipment Services Division (ESD) performed 1,056 jobs during August - October 2012. 496 were scheduled; 77 were un-scheduled, 45 were urgent; and 455 were routine jobs.

In 2Q of FY 12/13 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 2,452 days without a "lost time" accident.

The Equipment Services fuel island dispensed 19,081 gallons of fuel during this time. The total included 14,265 gallons of unleaded fuel and 4,816 gallons of diesel fuel. The fuel island remained open and operational during the construction of the new fuel island.

The ESD attended the Midwest Police Conference and Expo in Tinley Park IL. Manufacturer's representatives were present to display the latest vehicles, products and services for security and law enforcement professionals. The ESD team also traveled to Manchester Iowa to attend a pre-build meeting regarding two new plow trucks and to tour the Henderson manufacturing plant.

Facility repairs performed by the ESD during August included replacing the Fuel Master EIU circuit board; reattaching the yard gate warning signs; and adjusting the electric gate photoelectric sensor. The ESD Superintendant met with the Planning and Development Department to complete a building permit application for the replacement of the underground fuel storage tank and the fuel dispensing island. In September the ESD replaced the south monitor well cover and replacing the pump #4 diesel hose breakaway. In October the ESD secured the rotted west wall of the Reno center to the building support beam to facilitate the installation of the new Underground Storage Tank (UST) vent pipes. The Facility Maintenance van #223 was also serviced.

The annual vehicle fire extinguisher inspection was completed in the month of October. The extinguishers from all Department vehicles plus the Fire Company ambulances were removed, inspected, recharged or replaced, and tagged.

The rebuilding and relocation of the ESD vehicle refueling point at the Reno Center began during the month of October. A single 2-compartment 25,000



gallon UST and a 600 gallon DEF (diesel exhaust fluid) UST were installed and plumbed with double



wall fiberglass piping. Electronic stainless steel fuel dispensers with vapor recovery and a DEF dispensing point were also installed. A new canopy with LED



lighting and Village graphics was installed. Required leak detection; electronic monitoring; and containment sumps were also installed. Safety equipment and an electronic fuel management

system were installed. This project will be completed in November.



Repairs to the second damaged bronze sculpture



were completed. The front fork of the bicycle; the shoe of the young boy; and the mounting tab were reinforced and brazed.

The ESD continued the conversion of a police command van to a sewer televising and recording



truck. The body was repainted and new Public Works graphics were installed. A backup alarm was

installed and the hood support struts were replaced. The engine thermostat was replaced and the cooling system was flushed. The exhaust system was replaced and a public works communication radio



was installed. Marine grade exterior electrical outlet covers were installed. The interior auxiliary light switches were replaced/rewired and the telescopic scene light was installed.

The ESD procured and installed a hydraulic pallet fork attachment on the skid steer loader. Public works will use this attachment to load and transport



trees, unload material deliveries, and install equipment into vehicles.

Equipment Services completed the modification and transformation of pickup truck 208 into water plant utility truck 226. The pickup bed was removed and a Rhino lined utility body was installed. The ESD installed a traffic director arrow stick; a power inverter; a rear cable step; rear grab handles; material hooks; valve key storage tubes; graphics;



and a Streamlight charging system.

The ESD completed the upfit of the GWA fuel transfer truck. Equipment Services installed fuel



transfer tanks, electric fuel pumps, backup alarm, fire extinguisher, trailer connector, graphics, and an



LED emergency beacon.

The backup power generators from the Wilson water pumping station and the Newton water pumping station were transported to the ESD and preventive



maintenance service was performed on both diesel generators.

The ESD decommissioned "out of service" patrol Squad 18 and prepared it for public auction. The emergency lighting, computer, audio/video system,



communication radios, gun lock, partitions, and equipment console were removed and will be reused in the new patrol Squad 18. The graphics were removed and the vehicle was detailed to ensure maximum return on investment at auction.

The ESD completed the upfit of a 2012 Ford Expedition Special Service Vehicle. New Squad 18 will be used by the Police Department for general patrol. The upfit was performed 100% in house which saved the Village thousands of dollars. This vehicle has "state of the art" equipment such as a GPS vehicle location system; a digital audio/video recording system with 2 cameras and a remote microphone; a laptop computer with cellular communication and an on-board printer; an electronic gun rack/lock system; a vehicle speed monitoring radar; two prisoner partitions; LED



lighting; an LED light bar with traffic signal preemption; communication radios; and the latest graphics package.

The ESD completed the annual reconditioning of four



v-box salt spreaders. Salt spinner shafts and bearings were replaced and hydraulic fittings were changed. The salt grates were straightened and welded and additional holds down straps were installed to prevent the boxes from shifting and bending the tailgate latch channel. New LED spinner lights were installed and the lighting harnesses were replaced. All salt conveyers were adjusted and lubricated. The salt spreaders were installed into multipurpose dump bodies utilizing the IMT crane. This allowed for the safe and efficient transfer of equipment from storage racks to vehicle beds. Plows for these trucks were serviced, tested and installed.

The ESD also completed annual service on the CBD walk behind snow blowers; the power rotary broom; the sidewalk tractor; and sidewalk salt spreaders.

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

In August, Certified Arborist, Eric Hendrickson, was filmed demonstrating in-house soil injection treatments on Ash trees for an EAB Public Service Announcement developed by Public Works. This video also enlisted the expertise of the Morton Arboretum and can be found on the Village website under the EAB section.

http://www.youtube.com/watch?feature=player_embedded&v=NqCkDtnza4Q

In September, Fall tree planting preparations included: inspection of 115 sites for tree planting conflicts, inspection of 3 planting spaces at resident request, tagging 65 trees at Weiler Nursery, and calling in 35 JULIEs for Hinsdale Nursery trees and extra planting spaces.

In October, final trees were inspected for the Comprehensive Ash inventory and information. Below are charts detailing the 2008-12 Parkway Trees Planted, the Parkway Ash Tree Inventory, the Ash Trees Removed, and the Ash Trees Treated for Emerald Ash Borer (EAB):

PARKWAY REFORESTATION PROGRAM	
YEAR	# TREES PLANTED
2008	296
2009	75
2010	112
2011	274
2012	209
TOTAL	964

PARKWAY ASH INVENTORY 12-31-07	1768
CURRENT INVENTORY OF PARKWAY ASH TREES	942
PARKWAY ASH TREES REMOVED 2008-2012	826

PARKWAY ASH REDUCTION & EAB REMOVALS			
YEAR	IN-HOUSE REMOVALS	CONTRACTOR REMOVALS	TOTAL PER YEAR
2008	0	39	39
2009	0	6	6
2010	196	103	299
2011	79	58	137
2012	132	128	260
TOTAL	407	334	741

PARKWAY ASH REMOVALS-NOT EAB			
YEAR	IN-HOUSE REMOVALS	CONTRACTOR REMOVALS	TOTAL PER YEAR
2008	3	2	5
2009	18	10	28
2010	12	9	21
2011	10	9	19
2012	8	4	12
TOTAL	51	34	85

PARKWAY ASH TREES TREATED FOR EAB						
YEAR	IN-HOUSE	CONTRACTOR	LEGACY	MORTON	RESIDENT	TOTAL
2008	0	121	0	0	0	121
2009	0	121	0	0	6	127
2010	195	0	199	33	14	441
2011	190	0	198	33	12	433
2012	281	153	197	33	21	685

OPERATIONS

August	Rain = 3.84"	Average Rain = 3.99"
Sept	Rain = 1.84"	Average Rain = 3.31"
Oct	Rain = 3.02"	Average Rain = 3.24"
Total	8.70"	10.54"

Overall the weather during this quarter was closer to average than the 1st Quarter. Total rain fall was 6.5" less than average for the first six months, although the 2nd quarter had more than 80% of its' average rainfall. Daily high and low temperatures were slightly above average in August but September and October were cool and had lower than normal temperatures for both highs and lows by 5°.

Although the restructuring of Operations was completed in May, staffing levels were not filled until the end of October. The Utilities Division has been down one Maintenance employee since the beginning of summer and had two employees on light duty in September and October. Still Utilities managed to complete all JULIE requests and make all necessary repairs to the water and sewer systems as needed. Utilities also completed a large project locate on Geneva Rd. that took one week, set up traffic control over the course of a week for contractor work at the South Park Lift Station as well as cleaning a grease line for Glenbard Wastewater Authority. The Forestry Division became fully staffed in May. This was advantageous in dealing with recovery from the July 1st storm. In August, hangers continued to be reported that were previously unseen and Forestry was busy with correction cuts needed after limbs broke during the storm. The Street Division became fully staffed in August as a vacancy created with the promotion of a Street Maintenance Worker to Crew Leader was filled.

In August, forestry worked on completing parkway restorations due to the new stump grinding process. In the past, Operations ground all stumps created from in-house and contractor removals that occurred from May – October and ground only stumps from in-house removals in November – April, but not contractor stumps from the same time period. This consisted of grinding the stump, removing all of the grindings and restoring the area with dirt and seed. This year the contractor is grinding all of the stumps from 7" DBH trees and larger regardless of whom performed the tree removal and then removing the excess grindings above grade. Forestry now removes the grindings left in the hole and restores the parkway with seed and dirt. The determining factors in this process were the advantageous contract pricing for stump grinding and the removal of grindings and the expensive contract cost for restoration. In an attempt to balance Forestry's work load since they now plant spring and fall trees, Forestry is grinding less stumps, but performing more restorations.

In September, Operations cleared out the back road at the SW portion of the Reno Center Property. This road was used for storage of various items and materials (bricks, hydrants, special event trash cans,



sign and street marker posts, etc) with a narrow passageway for vehicles to connect to Wilson Ave. Not only were most of these items relocated, Operations also created two storage areas: one for



water barriers and trash cans and the other for



storage uses (trees during planting and leaves during fall sweeping). Larger leaf storage will allow Operations to stock pile leaves and have them

hauled out by a contractor rather than hauling leaves in house. The in house process is time consuming and can interfere with the double sweeper leaf removal process. This will save the



Village \$5-10,000 a year in leaf hauling costs. This work also opened up the back road as another access road of the Public Works yard while the fuel island is replaced as yard access and maneuverability will be limited.

Due to the hot weather and drought in the spring and early summer, hydrant flushing was suspended. This was due to the hot temperatures and the increased use of water by residents. With water consumption returning to normal ranges after average rainfall in late July and August and the cooler temperatures of September, hydrant flushing resumed. The Utilities Division was able to complete the remaining 4 maps in approximately 9 days.

Another project completed in September was inspecting high manholes in the quarter line of all Village roadways. High manholes cause plow damage during the winter. Manhole protection rings are installed around these manholes to allow the plow to ride over the cover without damaging the plow. Last month, all existing protection rings were inspected and replaced as needed due to wear and tear over the last two years. The Utilities Division inspects the high manholes and installs the protective rings. The Street Division is responsible for the ongoing maintenance of the rings. This proactive approach hopefully reduces the amount of plow damage during the winter snow removal season and reduces the volume of high priority structure and roadway repairs around the high manholes.

In October, the Forestry Division planted 102 trees. In past years, tree planting was performed by a contractor, but this year in an effort to save the



Village money, Public Works is planting all trees. This year, 209 trees were planted. This is a labor intensive project that requires logistical acumen coordinating the ordering of trees, inspection of planting spaces, delivery and storage of the trees,



routing for transportation and installation efficiency and then the actual installation. All trees need to be watered soon after planting to provide the best opportunity for growth; they are mulched after all trees are planted. The fall planting was the second time that the Forestry Division (with the aid of other Operations employees) planted trees and the project was completed in 7 days.

Employee happenings:

- Evaluations – 3 completed (2 overdue)
- Interview/Hired –

- 7 candidates interviewed for MWI – Utilities
- 1 candidate hired – Welcome Brooke Nemeth as MWI – Utilities

- 7 candidates interviewed for MWI – Streets
- 2 candidates hired – Welcome Mike Nickels and Sam Fernald as MWI - Streets

1 fall seasonal employee hired

Safety Meetings –

- Truck Safety on #233
- Proper digging techniques

Training – (251 man hours)

<u>Topic</u>	<u>Length</u>	<u>(# of employees)</u>
Forest Health seminar	8 hrs	1
#206 Lift Truck	1 hrs	16
Sewer Camera Demo	3 hrs	7
ComEd seminar	1.5 hrs	16
Tree Risk Seminar	1.5 days	2
Locater Certification	2 days	2
Trafftech sign software	4 hrs	4
Chainsaw Safety Seminar	1 day	4
Cartegraph Training	6 hrs	5
IAA annual conference	2 days	3

Below is a list of tasks completed not found in the quarterly core function spread sheet:

Utilities

- Bio Bags in Grease lines – 702
- B-Box repairs – 13
- B-box replaced - 1
- Dust Suppression – 16 days
- Hydrants flushing – 4 maps (100% complete)
- Hydrant repairs - 2
- Hydrant replaced – 1
- Sanitary Sewer mini manhole repair – 7
- Sanitary Sewer manhole cover replaced – 1
- Spoil loaded out – 394 tons
- Storm Sewer repairs – 3 (one required 40’ of 10”)
- Storm Sewer catch basin repair - 2
- Water Valve repair (confined space entry) – 1
- Misc. –

CBD:

Turned off drinking fountains for the winter

Sanitary:

- Sanitary Sewer disconnect at 553 Geneva
- Sewer camera demo (2)
- Clean propellers at S Park Lift Station
- Pulled/cleaned 2 pumps at S Park Lift Station
- Traffic control for contractor working on S Park Lift Station – 6 days

Storm:

Repaired storm sewer and attached downspouts at PW. Replaced 32' of pipe.

Water:

Cleaned 6 water vaults with Vactor.

Assistance:

Cleaned grease line at GWA

Inspected plow area 1E, 1W, 2, 3 & 4 for high manholes (Plow damage prevention)

53 manhole protection rings installed

Cleaning back road – 2 employees – 5 days

PD – Used Vactor at Panfish Park

Forestry

Trees –

Picked up – 20 from Hinsdale Nursery

Unloaded – 82 delivered by two nurseries

Planted/Mulched - 102

Stump grinding restorations – 90 (68 contractor removals)

Watered – 6 cycles of gator bags (begin retrieval of bags in October)

Pruning – completed east end of Crescent for sidewalk installation

Flowers –

Fall planting tasks completed by 10/12/12 using 960 Pansies, 490 Mums, and 216 Swiss Chard (88 of 103 pots planted; 7 of 22 beds planted)

Watering –11 cycles

Hanging planters removed (28)

Misc –

Hauling – 9 loads to DuPage Yardwaste

2 loads of logs to American Firewood

Event – delivered 8 logs to GEHS for Tavern Days

Irrigation system shut down at Stacy's Tavern

Installed 25 plants along south side of IPP and created a continuous mulched bed in place of split rail fence

Weed whipping completed east of 900 Sheehan, Sheehan between Rt. 53 and S Milton, and at Ada Harmon Preserve

Clean up sites after ComEd topped out three trees with wire conflicts

Streets

Asphalt –

3 days – prep and paving utility repairs

½ day pothole patching

33 manhole protection ring checks

4 manhole protection ring repairs

CBD –

5 benches installed and 1 bench moved

1 trash can installed (Duane/Lorraine Lot)

2 days adjusting/installing banners in CBD

1 bench moved

Completed adjusting/installing banners in CBD (30 new banners and brackets)

Pulled all posts and cable fencing at Crescent/Glenwood parking lot

Removed American flags from light poles

Electrical –

30 electrical work orders completed

19 bulbs replaced

2 fixtures replaced

3 gas mantles replaced

1 green light replaced – traffic signal

2 fuses replaced

20 light pole bases replaced on Rt. 38

2 checks of flashing school zone lights – no issues found

Hauling – 27.92 tons to Viola

6 loads of dirt

12 tons UPM

72 yards DuPage Yardwaste (leaves and stump grindings)

8 loads of asphalt grindings used for back road

Public Hearing Signs – 7 placed

6 retrieved

Road kill - 25

Signs –

23 fabricated for special events

40 fabricated for work orders

26 fabricated for Hawthorne rehab

65 replaced in the Hawthorne rehab project



2 signs replaced due to knockdown

- 1 Village entrance sign installed at Main/Elm after rehab by resident
- 9 vehicle markings fabricated for ESD
- All current Village entry signs repaired and touched up
- Special Events (20) – (62 OT hours)
 - Festival of the Arts – 34 barricades (22 with signs)
 - Sounds on the Street – 14 signs on barricades, 11 trash cans, 8 barriers filled with water



(5 FT employees)

- GWHS Football (6 games)– 6 cones, 18 barricades, 2 football parking and 2 event parking signs
- Backyard BBQ – 35 barricades (7 w/ signs), 9 lit barricades, 25 sand bags, 11 trash cans, 2 generators, 10 water barriers(4 FT @ 3hr OT)
- Tom Highway Run – 37 barricades (6 w/ signs)
- Tavern Days – 8 trash cans, 12 cones
- Electronics Recycle Event – 24 barricades (2 w/ signs, 12 cones (4 FT @ 6hr OT)
- Lunch in the Lot – 8 barricades
- GEFD Open House – 21 lit barricades, 2 barricades with signs
- GWHS Homecoming Parade and Pep Rally – 35 barricades (2 w/ signs)
- PSS I Love You Race – 71 barricades (7 w/ signs), 8 trash cans, employee for electrical support
- Jack Marston Run – 75 barricades (20 w/ signs)
- Shredder Event – 14 barricades (6 w/ signs)
- Pumpkin Run – 38 barricades 9 12 w/ signs)
- CBD Halloween Event – 40 barricades (11 w/ signs)
- Misc. –
 - Installed American flags in CBD
 - Relocated parking meter for moved handicapped parking stall
 - Delivered 25 barricades (15 with signs) for funeral
 - Changed out banners at Stacy’s Corners (in-house) and Rt 38 (contractor)

- Assisted in clearing back road and creating storage area.
- Removed rocks from meter area in west train station lot.
- Large Christmas tree was re-bulbed.
- Boy with a Goose statue was re-installed at Panfish Park.
- Fence repair at Reno Center, 30 S Lambert.

PLANT OPERATIONS

Water Plants

Cottage Water Tower - AT&T workmen began the arduous task of installing the upgraded 4G cellular phone system.

Wilson - Well # 6 was put back together with the pump set at 250’, and a suction tube from the 250’ level to 400’. The well is being run frequently in an attempt to clear up bacterial problems from the long-stagnant aquifer.

Lift Stations

S Park Lift Station –

- Pulled and cleaned pumps and wetwell
- The new control panel was installed by Metropolitan Pump Company



Distribution System

- 90 routine Bac-t water samples
- 2 routine Bac-t sample - Well # 5
- Quarterly Stage 2 Disinfection By-Products samples at 4 locations

Administration

Submitted Monthly State Reports to the IEPA

Ken Matuszak is the newly hired Water Plant Operator that comes to the Village with more than ten years experience. Ken is experienced in instrumentation and electronics. He will be a valuable asset to the Village.



This new hire completes the PW restructuring plan that started in March of this year. Welcome Ken!

ITEMS BEFORE THE VILLAGE BOARD

August - October 2012

Public Works activity in front of the Village Board during this time consisted of:

1. The Village of Glen Ellyn officially thanked the Glen Ellyn Park District and the City of Naperville for their assistance in removing branch and brush from Village parkways due to the July 1 storm.
2. Approval of a contract with National Decorating Service of Oak Brook, Illinois for painting of street lights on Roosevelt Road in the not-to-exceed amount of \$65,000 to be expensed to the FY12/13 Capital Projects Fund.
3. Approval of a contract with Utility Services Company of Perry, Georgia for the Cottage Avenue Water Tower Annual Maintenance Contract Agreement in the not-to-exceed amount of \$22,000 to be expensed to the FY 12/13 Water Division Fund.
4. Approval of emergency expenses in the amount of \$178,695.50 to Trees-R-Us for emergency removal of tree debris incurred

from the July 1, 2012 storm event for the FY 12/13 Residential Solid Waste Fund.

5. Approval of the replacement of the split rail fence in the Central Business District in the not-to-exceed amount of \$43,056 to be expensed to the FY 12/13 Capital Projects Fund.
6. Approval of a waiver of the requirement to install sidewalks for the property at 567 Lake Road.
7. Approval of an engineering services agreement with RHMG Engineers of Mundelein for design of roadway and underground improvements associated with the Lenox – Linden Improvements Project, in the amount of \$105,000 (including a 10% contingency) to be expensed to the FY13 Water, Sanitary Sewer and Capital Projects funds.
8. Approval of an engineering services agreement with Baxter & Woodman, Inc. of Crystal Lake for design of roadway and underground improvements associated with the Oak – Euclid – Forest - Alley Improvements Project, in the amount of \$105,000 (including a 10% contingency) to be expensed to the FY13 Water, Sanitary Sewer and Capital Projects funds.
9. Approval of an engineering services agreement with Pavia-Marting and Co. of Roselle for design of roadway and underground improvements associated with the 2013 Street Improvements Project, in the amount of \$155,000 (including a 6% contingency) to be expensed to the FY13 Water, Sanitary Sewer and Capital Projects funds.
10. Approval of Change Order No. 1 with Schroeder Asphalt Services of Huntley, Illinois for the Additional Work Contemplated with the FY13 Skip Paving Program in the Amount of \$80,000 for a Revised Contract Cost of \$159,750.
11. Rejection of the low bid submitted by Kovilic Construction as non-responsible and approval of construction contract to Apollo Trenchless, Inc. of Batavia for improvements associated with the Braeside Area Localized Drainage Improvements Project, in the amount of \$630,000 (including a 5%

- contingency), to be expensed to the FY13 Capital Projects Fund.
12. Approval of an engineering services agreement with Civiltech Engineering, Inc. of Itasca for construction oversight services associated with the Braeside Area Localized Drainage Improvements Project in the amount of \$73,000 (including a 10% contingency), to be expensed to the FY13 Capital Projects Fund.
 13. Approval of a contract with National Power Rodding Corp. of Chicago, IL for the 2012 Sewer Televising Contract to be expensed to the FY12/13 Sewer Fund at a total cost not-to-exceed \$38,000.
 14. Approval of an invoice with Mondri Construction Inc. of Roselle, IL in the amount of \$20,730 for concrete pavement repair work to be expensed to the FY12/13 Capital Projects Fund.
 15. Approval of a construction contract with DiNatale Construction of Addison, IL for the 2012/2013 Sidewalk, Curb and Concrete Street Rehabilitation Program, in the not-to-exceed amount of \$85,000 (including a 14% contingency), to be expensed to the FY12/13 Capital Projects Fund.
 16. Approval of the award of a Forestry Consultant Contract to Osage Inc. to be expensed to the General Fund.
 17. Approval an engineering services agreement with Rempe-Sharpe & Associates, Inc. of Geneva, IL for design of the new Duane – Glenwood Metra Parking Lot, in the amount of \$30,000 (including a 15% contingency) to be expensed to the FY12/13 Parking Fund.
 18. Approval of an engineering services agreement with Strand & Associates Inc. of Joliet, IL for the Roosevelt Road Water Main Replacement Study in the amount of \$26,000 (including an 8% contingency) to be expensed to the FY12/13 Water Fund.
 19. Approval of a construction contract to G & M Cement Construction of Addison, IL for the Base Bid Only Part of the 2012 Crescent Boulevard Sidewalk Extension Project, in the amount of \$215,000 (including a 5% contingency), to be expensed to the FY12/13 Capital Projects Fund.
 20. Passage of Resolution No. 12-13, a Resolution Concerning the Determination of the Glen Ellyn Village Board that Change Order No. 2 with Brothers Asphalt Paving Company for an Increase in the Contract Price of \$97,745 is required for the Park-Glen Ellyn Place- Prairie Improvements Project, for a Revised Contract Cost of \$1,264,982.
 21. Approval to increase the appropriation for engineering services associated with the construction oversight of the Park – Glen Ellyn Place – Prairie Improvements Project provided by CivilTech Engineering in the amount of \$54,540 from the FY12/13 Water, Sanitary Sewer, and Capital Projects Funds for a revised total appropriation of \$199,540.
 22. Approval of Amendment No. 1 to the construction oversight agreement with CivilTech Engineering for the Park-Glen Ellyn Place- Prairie Improvements Project for additional engineering expenses in the amount of \$62,094 resulting in a total fee of \$199,540.
 23. Approval a contract with Detroit Salt Company of Detroit, Michigan, to provide emergency backup rock salt on an “as needed” basis at a per ton cost of \$53.12 in FY13 and \$54.37 in FY14 to be expensed to the Motor Fuel Tax Fund.
 24. Motion to approve an engineering services agreement with Engineering Resource Associates of Warrenville, Illinois for design of the Duane – Lorraine Daily Fee Parking Lot Reconstruction Project, in the amount of \$95,000 (including a 6% contingency) to be expensed to the FY13 Parking Fund.
 25. The following Public Works Employees were recognized for exceptional work and/or anniversary dates at a Village Board Meeting in the 2nd Quarter: Public Works for the great job they did removing the large amount of brush from a resident’s parkway; Bill Miller for his assistance in helping a resident obtain a permit for parkway irrigation; Greg Garcia, Sam Fernald, and Mike Nickels for quickly removing tree branches from a private tree which was overhanging the public right-of-way; Eric

Hendrickson for his assistance in the removal of a tree limb which was encroaching upon a resident's house and two other trees; Public Works for the work being done on the streetlight poles on Roosevelt Road; Greg Garcia and Victor Zarate of the Forestry Division for the timely work done in removing a broken limb on a

parkway tree in front of a resident's home; Bob Minix for the guidance he provided to a resident on a sanitary sewer service line issue,; and Public Works for its hard work and dedication in making the Glen Ellyn Backyard BBQ a success, for hanging banners in the CBD and for help in making the Sounds on the Street event a success.

PW Budget Tracking

<u>October '12</u>	FY13	FY13 Revised		% of	%
<u>Operations and Maintenance</u>	Budget	Budget	Spent YTD	FY13	Spent
Administration & Engineering	\$899,350	\$902,851	\$449,293	50.0%	50.0%
General Fund - Operations	\$1,981,400	\$2,066,085	\$930,068	50.0%	46.9%
Water Fund - O/M	\$4,555,300	\$4,604,117	\$2,350,532	50.0%	51.6%
Sanitary Sewer Fund - O/M	\$4,743,300	\$4,811,411	\$2,240,417	50.0%	47.2%
Parking Fund - O/M	\$409,300	\$409,300	\$149,904	50.0%	36.6%
Equipment Services Fund	\$1,808,250	\$1,808,250	\$468,629	50.0%	25.9%
Motor Fuel Tax Fund - O/M	\$831,000	\$831,000	\$367,438	50.0%	44.2%
Total	\$15,227,900	\$15,433,014	\$6,956,281	50.0%	45.7%

Capital Program

Water Fund - Capital	\$1,480,000	\$1,920,951	\$658,361	50.0%	44.5%
Sanitary Sewer Fund - Capital	\$1,560,000	\$2,425,485	\$830,215	50.0%	53.2%
Parking Fund - Capital	\$0	\$0	\$0	50.0%	0.0%
Motor Fuel Tax Fund - Capital	\$0	\$0	\$0	50.0%	0.0%
Capital Projects Fund	\$6,986,000	\$8,602,285	\$3,625,614	50.0%	51.9%
Total	\$10,026,000	\$12,948,721	\$5,114,190	50.0%	51.0%

PW CORE FUNCTIONS

	2Q 12/13	2Q 11/12	+/-	2Q 12/13 YTD	2Q 11/12 YTD	+/-
Admin						
Phone calls	2,869	3,165	(296)	6,136	6,799	(663)
Work Orders	361	533	(172)	841	1,163	(322)
Time Sheets	1,243	1,295	(52)	2,802	2,838	(36)
Invoices	520	517	3	976	983	(7)
Customer Service Appts	432	355	77	832	722	110
ESD						
Jobs	1,056	1,064	(8)	2,082	1,982	100
Scheduled	496	340	156	848	645	203
Non-Scheduled	77	0	77	77	2	75
Urgent	45	5	40	54	8	46
Routine	455	719	(264)	1,120	1,327	(207)
Total Fuel Pumped (gal)	19,081	22,536	(3,455)	43,579	47,384	(3,805)
Forestry						
Service Requests	129	251	(122)	298	593	(295)
Operations - Utilities						
Work Orders Completed	73	83	(10)	73	83	(10)
Water Main Breaks	5	11	(6)	5	11	(6)
Sanitary Sewer Back Ups	17	46	(29)	17	46	(29)
Sanitary Sewer Back Ups - Village	1	5	(4)	1	5	(4)
Sanitary Sewer Cleaned (feet)	15,700	35,300	(19,600)	15,700	35,300	(19,600)
Storm Sewer Structures Cleaned	149	76	73	149	76	73
Storm Sewer Cleaned (feet)	575	0	575	575	0	575
Storm Sewer Grates cleaned - cycles	5	9	(4)	5	9	(4)
Landscape Restorations (50/50)	21	40	(19)	21	40	(19)
JULIES	1,652	1,576	76	1,652	1,576	76
Operations - Forestry						
Work Orders Completed	233	301	(68)	437	521	(84)
Tree Removals	102	48	54	192	87	105
Tree Stump Grinding	38	105	(67)	38	219	(181)
Tree Cable Inspections	0	0	0	0	0	0
Mowing Cycles	7	7	0	13	17	(4)
Operations - Streets						
Work Orders Completed	140	131	9	280	274	6
Asphalt - Potholes (surface tons)	1	2	(1)	7	16	(9)
Asphalt - Patching (surface tons)	9	69	(60)	37	137	(100)
Block Party	54	55	(1)	83	73	10
Parking Meter Collections	13	13	0	24	26	(2)
Parkway Restorations	10	0	10	199	21	178
Signs - Fabricated	89	87	2	137	330	(193)
Signs - Installed	25	28	(3)	50	199	(149)
Signs - Rehabbed	65	41	24	65	80	(15)
Street Sweeping (days)	33	58	(25)	75	113	(38)
Street Sweeping (early AM)	25	26	(1)	50	53	(3)
Street Sweeping (extra)	0	0	0	10	8	2
Special Events	20	20	0	30	31	(1)

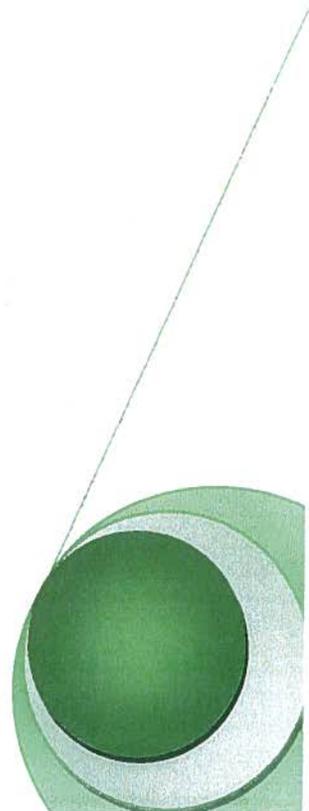


Village of Glen Ellyn



Recreation Department

August 2012 – October 2012



VILLAGE OF GLEN ELLYN RECREATION DEPARTMENT

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



MANAGER'S REPORT FOR SEPTEMBER 2012

Prepared by Matt Pekarek

Matt Pekarek

September 2012 was a fair month for golf. Play was slow in the first half of the month, but picked up to close the month thanks to strong outing play and a mini-burst of activity from Ryder Cup visitors.

The September calendar was superior, with half of the days in the month falling on Friday, Saturday, Sunday or holiday.

Our 19th annual Fall Fest, a package of promotions intended to boost activity as play slows for the year, began after Labor Day. High school golf teams dominated weekday afternoons on the 9-hole course.

High Temperatures in September										
	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003
100° days										
90° days	1	2			2	3		4		
80° days	6	3	8	7	7	14	4	14	15	12
70° days	14	7	15	17	13	9	14	8	12	10
60° days	6	13	5	5	7	4	10	4	3	6
50° days	3	5	2	1	1		2			2
40° days										
Rain	1.8"	3.4"	2.1"	3.4"	10.9"	0.9"	5.5"	1.7"	0.3"	2.2"

GOLF

Golf rounds were up 10% in September. Rounds are up 16% for the year. Green fee revenue was up 11% in September and is up 14% for the year.

Motorized cart rentals were up 15% in September and are up 25% for the year.

Driving range sales were up 17% for the month, and are up 24% for the season.

Golf Events

- 49 golfers played in the Valley View League's Jamboree Day on Saturday September 8.
- 11 golfers participated in the Links Cup Qualifying on Sunday September 9
- 20 golfers competed in the Fall Scramble on Sunday September 16.
- 23 golfers competed in the Fall 2-Some Scramble on Saturday September 22.
- The Swingin' Set Golf League ended their season on Tuesday September 25.
- Three Over 60 Group events were held on the 9-hole course, with an average of 55 players participating. One event was rained out.
- Four evening leagues ended their season
- Glenbard High Schools East, South and West continue to use the facility through early October. The High Schools each play dual meets and

Rounds History By Course						
Year	18-Holes		9-Holes		Total	
	Sep	Sep YTD	Sep	Sep YTD	Sep	Sep YTD
1998	6,263	40,780	6,529	50,349	12,792	91,129
1999	6,077	38,961	6,640	46,850	12,717	85,811
2000	5,777	38,811	6,129	48,344	11,906	87,155
2001	5,199	35,615	5,708	43,867	10,907	79,482
2002	5,664	33,041	5,679	39,699	11,343	72,740
2003	0	0	5,584	37,122	5,584	37,122
2004	6,306	23,241	6,148	39,221	12,454	62,462
2005	4,912	31,470	5,464	37,397	10,376	68,867
2006	4,496	30,110	4,815	37,049	9,311	67,159
2007	5,657	32,647	5,876	37,947	11,533	70,594
2008	4,659	30,301	4,736	36,785	9,395	67,086
2009	5,183	28,759	5,823	36,189	11,006	64,948
2010	4,989	29,593	5,033	33,821	10,022	63,414
2011	4,544	28,523	4,321	30,651	8,865	59,174
2012	5,134	33,562	4,613	35,024	9,747	68,586

WEATHER

The weather was nice. Less rain fell than normal. It only rained once in the final 13 days of the month.

Tees

Tees are in good condition. Tees on both courses were core aerated. While aeration leaves the tee surface with visible holes, this does not impact golfers significantly, because they tee the ball on a tee peg and do not play from the grass tee surface.

Tees:	Number of times task was completed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Mowed	3	5	6	8	7	7	8					
Divots Seeded	part	1	2	2	2	2	2					
Aerated							1					
PGR			2	1	2	2						
Fertilized		1	1	2	2	1	1					
Wetting Agent			1	1	1							
Fungicide			1		2	1						
Herbicide												
Insecticide			1	1								



We core aerated tees. Core aeration removes a core of soil about 4-inches long.



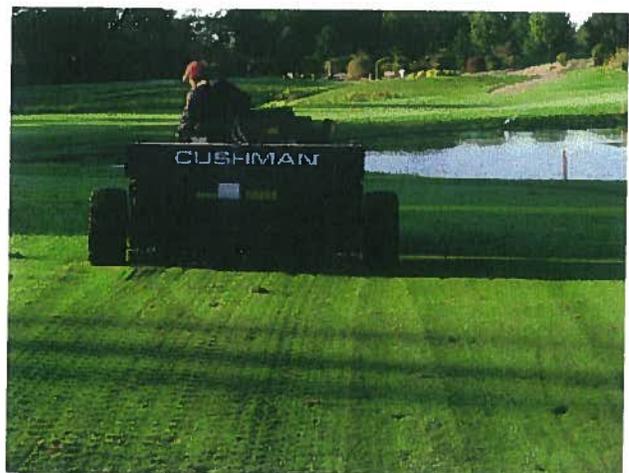
Aeration cores are removed from a tee surface using a core "harvester".

Fairways

Fairways are in very good condition.

Fairways:	Number of times task was completed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Mowed	2	8	7	8	9	13	8					
Divots Seeded				2	1	2	1					
Aerated		1					1					
Sliced												
Fertilized	1	1	3	2	2	1						
PGR			3	1	2	2						
Wetting Agent			1	1	1							
Fungicide			1		2	1						
Herbicide												
Insecticide			1	1								

For the fifth straight year, we "spiked" fairways instead of aerating. Spiking uses a 7/8-inch diameter solid tine to punch holes into the fairway. Core aeration uses hollow tines to remove cores of soil. Core aeration is better for the fairways, as the soil cores smooth the fairways when they are broken up and dragged back into the holes. But that process causes a mess that drags out for nearly a month. Spiking is a less effective alternative that is much less disruptive to golfers. We completed spiking on all 27 fairways.



We "spiked" forty-four acres of fairways. Spiking uses a solid tine to punch holes into the fairway, without removing cores of soil.

Roughs

We also began solid tine spiking in the roughs. This process does not significantly disrupt the playing surface. We are spiking areas of roughs compacted by cart traffic.

Roughs	Number of times task was completed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Mowed	2	4	5	5	5	5	6					
Aerated							part					
Fertilized	1	1	1	1								
Insecticide			part									
Herbicide												

Sand Bunkers

Sand was replenished in the bunkers on the 9-hole course.

Bunkers:	Number of times task was completed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Raked	6	18	18	22	21	17	17					
Hand Raked		1										
Shovel & Pump					2	1						
Trim / Edge			2	2	1	1						

Practice Tee

Practice Tee:	Number of times task was completed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Mowed	9	10	11	12	13	13	12					
Divots Seeded	14	17	20	21	22	23	15					
Aerated												
Fertilized		2										
Herbicide												
Insecticide												

Irrigation System

The turf around 1500 sprinklers, quick coupler valves and valve boxes was hand trimmed. This trimming improves course appearance and allows the irrigation heads to function properly. A leaking irrigation sprinkler head on hole #9 was repaired.



Crew members Miguel Huerta and Mike Schwartz repaired a main line irrigation leak.

Horticulture

1. We converted flower beds from summer annuals to fall plants.
2. Annual flower beds were weeded once.
3. Mulching of landscape beds was 50% completed.
4. Invasive saplings were removed along the south fence line.

Other Tasks

The following miscellaneous tasks were accomplished during the month:

1. Lake edges were trimmed once. Our 22 lakes have about six miles of lake banks.
2. Litter was removed from parkways once. The parkways were mowed twice.
3. **Damage from skunks and raccoons** feeding on insects in the soil was repaired. We avoid damage to most key play areas by killing the insects earlier in the year.
4. The new practice putting green was developed throughout the month. It was watered several times per day to initiate seed germination. It was fertilized five times, and mowed for the first time late in the month.



On September 26, a little less than four weeks after it was seeded, the new practice putting green was mowed for the first time.

Mow Parks:	Number of times park was mowed											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Panfish Park	1	4	4	3	3	5	3					
Lambert Lake	1	2	4	3	3	5	3					
Co-op Park	1	4	4	3	3	5	3					

PROMOTION

Our 19th annual Fall Fest promotion began September 4 and runs through November 13. One of the most popular Fall Fest promotions is half priced green fees on Mondays and Tuesdays. The promotions were publicized in a newsletter mailed to 4,500 residences.

ITEMS BEFORE THE VILLAGE BOARD

Last Month

September 24, 2012 - Village Board Meeting - Acceptance of a low bid of \$5,544,352 by E. P. Doyle & Son, LLC to construct improvements at the Village Links.

Up Coming

November 12, 2012 - Village Board Meeting - 2013 Recreation Department User Fee Schedule.

UPCOMING PROJECTS

Begin establishing goals for 2013, for inclusion into 2013-14 fiscal year budget. (September-November)

THE MONTH AHEAD

Fall Fest '12

Special Promotions Continue in October

Free Tuesdays in October
VIP and Resident Card Holders Play
the 9-Hole Course free

The Final Month for School Golf

Greens Aeration
October 1-16

Columbus Day
Monday October 8

MECHANICAL MAINTENANCE

In addition to routine servicing of equipment and minor repairs, the following projects were completed in September:

1. The Toro GA-60® aerator was repaired twice.
2. Nine cutting units were sharpened.
3. Four maintenance vehicles were serviced.
4. Three golf carts were repaired.
5. A hydraulic seal was replaced on Jacobsen® Fairway Mower #1.
6. The Jacobsen Orange E-plex® electric greens mower was repaired, with the installation of a new reel coupler.

PRO SHOP

Pro Shop sales were down 1% for the month and are up 9% for the year.

FOOD SERVICE

Food sales were up 19% from last September and are up 23% for the year.

PARKS

We began mulching the wood chip walking trail at Lambert Lake.