



ADMINISTRATION

31 West Quincy Street, Westmont, Illinois 60559

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ADMINISTRATION & FINANCE COMMITTEE

Virtual Meeting

Meeting Minutes - October 7 , 2021

Draft Approved -November 4, 2021

- I. CALL TO ORDER - 4:30pm
- II. ROLL CALL

<u>Committee</u> Trustee Liddle (as Chair) Mayor Gunter Clerk Szymiski Trustee Guzzo Trustee Barker Trustee Brady Trustee Simovich <u>Visitors</u> None	<u>Staff</u> Village Manager May Assistant Manager/Finance Director Parker IT - Jeff Rice (host) HR Director Brainerd Director Sylvester Director McIntyre Deputy Fire Chief Connolly Deputy Fire Chief O'Hare Deputy Liquor Commissioner Mulhearn Management Analyst Mielcarski Director Ramsey Executive Director Forssberg Police Chief Gunter
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- III. PLEDGE OF ALLEGIANCE - Due to this being a virtual meeting the pledge was waived.

- IV. OPEN FORUM - None

- V. APPROVAL OF MINUTES -

August 12, 2021 Meeting of the Administration & Finance Committee - Trustee Barker made a motion & Trustee Guzzo seconded the motion, all ayes.

September 9, 2021 Meeting of the Administration & Finance Committee - Trustee Barker made a motion to approve and Trustee Guzzo seconded the motion, all ayes.

- VI. NEW BUSINESS

- A. ARPA Funds - Finance Director/Asst Village Manager presented on the thoughts for, requirements of, and guidelines for the ARPA funds. Then explained the water rate increases that had been planned, and then put on hold due to COVID19. Reviewing the use of federal funding to offset the infrastructure costs of water service and the cost of social distancing during the shut down as the

employees that were not public safety were paid to stay home. A premium for the public safety crews that were not paid to stay home and required to work during the shutdown was discussed and the parameters allowed for this under the federal guidelines.

1. Mayor Gunter explained that the water rates were decided.
 2. Trustee Barker stated that we do not know what the City of Chicago will do and asked about the largest increase we have ever had from the City of Chicago for water.
 - a) Director Ramsey stated that the largest increase from the City in the past was 60 cents.
 3. Mayor confirmed that by First Responders only Police & Fire were considered this type?
 4. Trustee Simonovich asked why just this and what about other employees benefiting from the crisis pay?
 - a) Director Parker re-stated that non-first responders were sent home and paid regular salary to stay home to allow for social distancing. Some were allowed to work from home.
 - b) Trustee Liddle commented that the first responders put in a lot of overtime.
 5. Trustee Barker stated that he was fine with this use of the funds if the Village Manager and Assistant Village Manager believe that this is the best way to move forward.
 - a) Assistant Manager Parker commented that the union will be notified of the decision.
 - (1) Mayor Gunter commented that this is not for administrative staff. Part of the requirements for releasing this money is this type of compensation.
- B. Fire Presentation on the Communication vVan - Deputy Chief Connolly presented on the replacement plan for the communications vehicle.
1. Mayor Gunter stated that this vehicle is very useful for all the special events. Asked about the value of the current van.
 - a) Deputy Chief Connolly stated that this van has been used a great deal for special events. We have used it in other communities and been reimbursed for the use. As a trade it was about \$12K, however with the grant this is not the best use of the van and has to be declared out of use.
 2. Manager May explained that while this was a commitment of a large sum of money, the grant will offset all but \$100K of the cost which is why we are looking to move forward this year.
 - a) Trustee Liddle asked Asst Manager Parker if there was money in

the vehicle replacement fund to cover this cost?

(1) Mr. Parker responded that there was, and that there is \$50K in the DEA funds.

b) Trustees all agreed that this was a good use of funds that were available. Trustee Barker thanked Deputy Chief Connolly for the hard work on getting this grant.

(1) Manager May explained that the Fire Department was the Village's best grant getters.

C. Calendar for 2022 committee meetings - Each year we publish all our meetings. The five committee meetings for the committees of the board are a rotation that changes every year and not one that is standardized as most of our other meetings. The Police Public Safety Meetings will be back into the 4:30pm on Thursday rotation. The patterns are set up with the 3rd meeting of a month not scheduled to allow for special meetings if needed. The rotations will be published allowing for Police Public Safety to be an evening meeting.

1. Mayor Gunter said that the evening would be better for that meeting so everyone is participating. Trustee Simonovich will chair this meeting in the evenings.

a) Trustee Simonovich is worried that she will not be available for the Public Safety meeting during Spring Break.

(1) Manager May replied that each Committee has a Chair & Vice Chair to cover when someone is absent.

2. Trustee Barker agrees that the Police Committee should be in the evening.

3. Mayor Gunter commented that 2022 has no conflicts for the holidays. This year we have some travel problems.

a) Manager May said that the December 30th meeting is the third meeting of the month and might not be necessary for 2021.

4. Mayor Gunter stated that the committee assignments are not changing, except to give Trustee Simonovich the Police Committee.

a) Manager May explained that the committee assignments by ordinance are rotated every two years based on giving each Trustee a learning opportunity for every department. The Maor can assign as he chooses every two years.

(1) Mayor Gunter responded that the committees have been working very well as listed, we all attend and hear all the information.

VII. REPORTS

A. Chairperson - Nothing at this time.

B. Village Manager - Manager May presented:

- The dissolution of the West Suburban Mass Transit District. The WSMTD had a final event in Riverside, the Village volunteer plaque was presented to Mr. Cannon, the Village representative on the WSMTD board.

- The required sexual harassment training is due in November and required by law for the board to complete.

C. Finance Director - EnerGov, a software integration in our ERP is requiring a new platform and the changes required to implement a new system requires a higher level of support than we currently have at an additional cost of \$30,000.00. The level of support will assist with the software in general and may be something to include in the budget going forward. This year we have funds set aside that will cover the implementation cost. Currently, the process is an urgent item and needs to be moved forward today.

D. Public Works - Director Ramsey discussed the commuter Lot which will begin on Monday the 11th and the lot, for 3 weeks will be closed. Flyers will be put out tomorrow and at the Depot. Letters have been sent to permit holders.

- Trustee Guzzo stated that the parking is less than 1/2 full lately.

- Manager May said it is creeping back up to more cars than last year.

- Trustee Liddle commented on the Chicago office market changes.

E. Deputy Liquor Commissioner - presented on ElDelphin and Whiskey Hill Brewery in the downtown area. ElDelphin is on the agenda tonight and is currently up to date on the water bill and Places for Eating tax for the location. Mayor Gunter did a review of the history of this site, previous owners and restrictions.

- Discussion of noise complaints around town ensued.

- Discussion of late payments and restaurant licensing ensued.

1. Trustee Barker would like to have video gaming signage to be taken to a minimum.

2. Trustee Liddle asked about violations.

- a. Deputy Liquor Commissioner Mulhearn stated that all departments reported that the owners of El Delphine were cooperative.

- Manager May reported that the Village of Downers Grove was considering video gaming licensing at the next meeting and if it passes then the businesses that are trying to sell video gaming machines to businesses will move on from Westmont to Downers Grove.

1. Deputy Liquor Commissioner Mulhearn stated that if it passes we will probably see a decline in revenue.

2. Mayor Gunter reported that the State of IL is expected to pass a PUSH tax on video gaming for Home Rule Communities. Our not being home rule costs Westmont a great deal of money. Home Rule communities can charge more for the licensing of gaming machines; we charge \$25 a machine (same as candy machines) while home rule communities charge \$1000 per machine.

3. Discussion of license fees, administrative costs, COVID, and businesses affected going into 2022.

a. Trustee Guzzo asked if the distributors owned the machine and businesses lease the machines?

i. Leased is the response.

■ The plan for Whiskey Hill to have a brew pub at Cass & Quincy requires an adjustment to the licensing for breweries. This will come to a future meeting.

II. ADJOURN 5:41 A motion was made by Trustee Simovich and seconded by Trustee Guzzo, all ayes.

COMMUNICATIONS VEHICLE REPLACEMENT PLAN



Proposal

- Replace the existing Command and Communications vehicle with a similar vehicle with updated capabilities and expanded internal space.
- Fund the replacement with a combination of funds from a FEMA grant, MABAS Division 10, Westmont PD DEA Seizure Funds and the Village.

Background

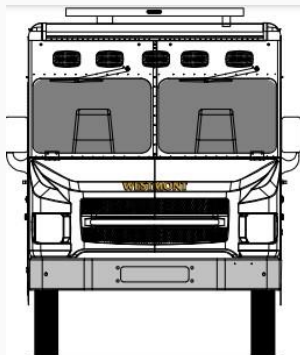
- The existing Command and Communication Vehicle (1888) was purchased in 1997 primarily with North Westmont Fire District Funds.
- The Village has owned and operated the vehicle since that time.
- The vehicle is 26 years old and nearing end of life.
- Westmont assumed the role of providing a communications vehicle as its part of a plan to not have every agency maintain specialty teams/resources.
- MABAS Division 10 (19 area fire departments) has funded most of the technology, maintenance and repair expenses for the last 10+ years.
- The vehicle has not been in the Village's Vehicle replacement program due to the high replacement cost (\$700,000+)

USAGE AND NEED

- The vehicle responds to major fires, explosions, hazmats, hostage, SWAT, protests, civil disturbances and other major incidents in Westmont and MABAS Division 10 that includes approximately 350,000 residents.
- The vehicle provides the communications and other technology to support unified incident command including radios, computers, video cameras, recording, phone, WIFI, accountability systems and other equipment.
- The vehicle is designed to be a multi-agency unified command center that can include police, fire, EMA, public works, administration, schools, state and federal agencies (e.g. EPA), private sector, and other representatives.
- The vehicle will be a backup to the DuPage County MERIT vehicle for PD incidents.

Significant Features in the New Design

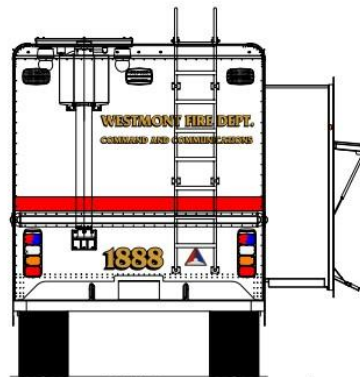
- 6 communications positions with radios, computers and monitors
- 3 recorded exterior cameras including thermal imaging for fires, hazmat and night time police operations. Interior camera and mic for interview recording.
- Video streaming to dispatch centers
- Video switching and display on 8 monitors
- Push out sides in communications and conference areas
- Exterior workstation with large monitor under an awning
- Standardized radio and headset configurations
- Vehicle leveling system
- High speed internet and WIFI connections



FRONT



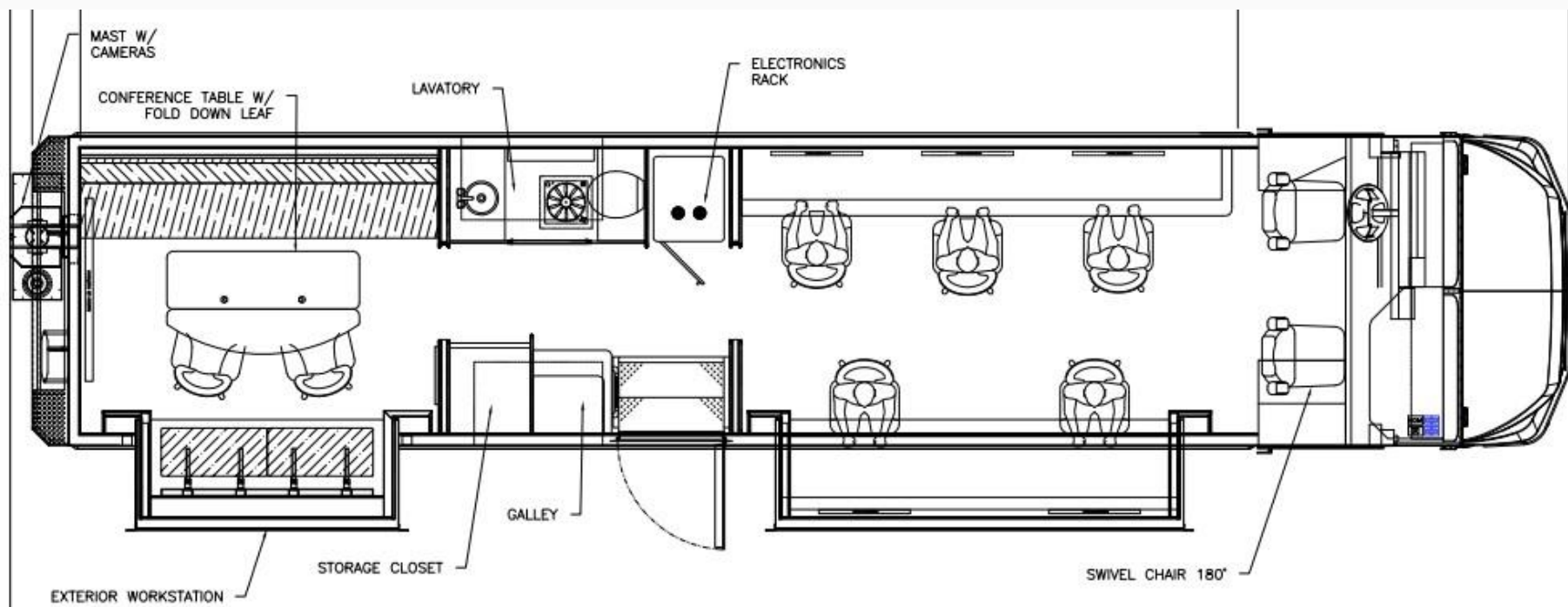
STREET SIDE

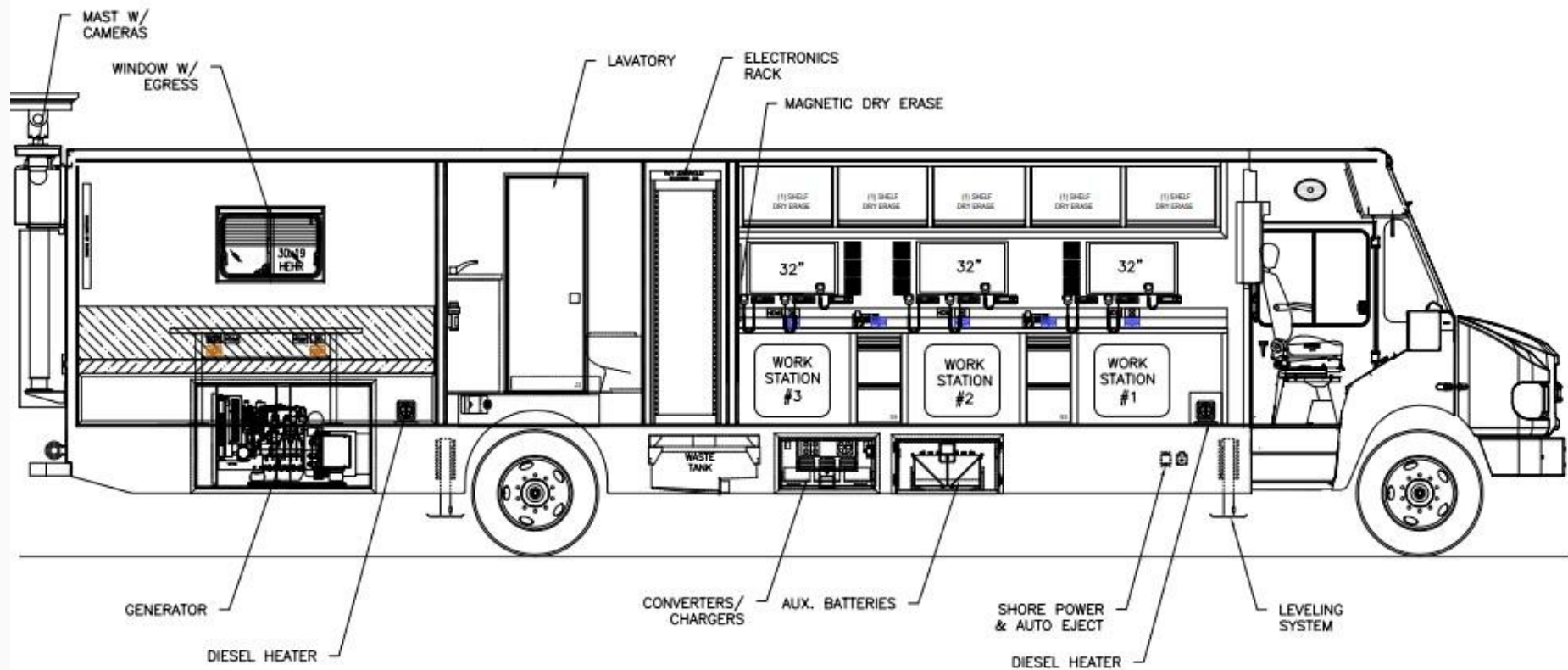


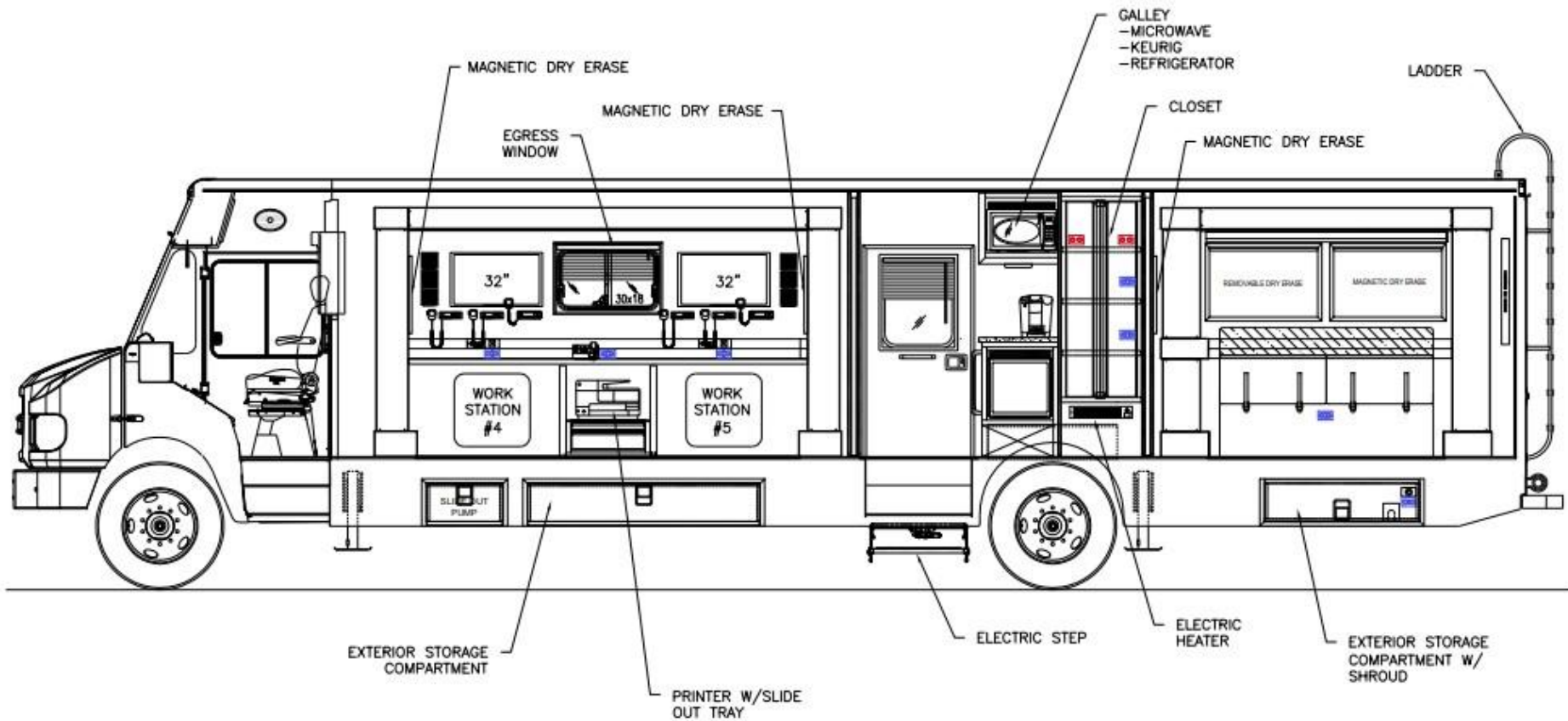
REAR



OPPOSITE SIDE







CURB SIDE

Timeline to date

- 2017 - WFD began discussing replacing the command and communications vehicle with Division 10 and the original manufacturer.
- 2020 - Division 10 funded grant writer and we applied for a grant- not funded
- 2021 - Division 10 funded grant writer and we applied for two grants - one FEMA grant was awarded with 25% minimum matching requirement
- 8/2021 - Division 10 agrees to fund up to \$150,000 towards new vehicle and equipment
- 10/2021 - Village Board decision needed on funding remaining balance

Projected Timeline

- 10/8/2021 - Village Purchase Order issued
- 10/23/2021 - Engineering design meeting and specification sign off
- 10/30/2021 - In stock chassis secured*
- 11/1/2021 - Manufacturer orders specialty parts and equipment
- 3/1/2021- Vehicle equipment installation begins
- 5/1/2021 - Vehicle completed -ready for inspection and training
- 6/1/2021 - Vehicle payment due

*If we do not secure one of the chassis in stock the timeline would be extended a minimum of an additional six months. Price could increase.

Proposed Budget

Vehicle Purchase Price	\$677,861
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FEMA Grant	<u>-\$451,557</u>
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Remaining after Grant	\$226,304
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Village of Westmont	\$100,000
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Westmont PD DEA Fund	\$50,000
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MABAS Division 10	<u>\$76,304*</u>
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Total Additional Funds	\$226,304
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*Leaves \$73,696 of Division 10 funds available for computers, radios, headsets, switching and miscellaneous supplies.

Benefits to the Village

- Immediately available Unified Command Communications Vehicle with trained staff for significant emergencies or large planned events.
- Serves as Westmont FD's contribution to mutual aid specialty teams/resources. Other departments make major contributions to Technical Rescue, Water Rescue/Dive and other specialty teams/resources.
- Ongoing maintenance, repairs and equipment replacement are primarily funded by others (i.e. MABAS Division 10).
- Minimal training and personnel costs for Communications Team members compared to other agencies and other specialty teams.
- High visibility for Westmont during major emergencies or events.

QUESTIONS?



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Village of Westmont Administration & Finance Committee Staff Reports - 2021-10-07

Village Manager

- West Suburban Mass Transit District - Update - Attended the "Final Stop" meeting in Riverside on October 6 with Clerk Szymiski. While it was a farewell event, we did also present our District Trustee Jack Cannon with his service plaque (which was previously acknowledged by the Village Board last Fall).
- Sexual Harassment Training - Reminder - check for email from HR (approx 9/14) regarding instruction on how to complete this legally required annual training. For planning purposes, you will need 75-90 minutes to complete the entire series. However, you have the option to complete in parts overall multiple sessions if preferred. Please note that you will need to execute the acknowledgements in the email as well and return to HR (or me) directly. Also please consider completing the updated *Emergency Contact* sheet.
- Energov Support Services - Our software system used for permits, licenses, and code enforcement has a significant upgrade that is necessary to make multiple systems connect. There are significant changes to how things function and we will need to update things in the system. We are looking to upgrade our support package to include support for this, as well as additional help with other support issues. The cost for the upgrade is \$30,000. This was not anticipated in the budget, but there are funds available. Due to timing we need to start this now so we can have the help to set up the new system before the old system goes away in November. If there is no objection at this meeting we will implement and then have the Board retroactively approve the PO at the next board meeting.
- Commuter Parking Lot A Resurfacing - Construction Update

Finance

- The pension consolidation has begun to move forward for the Fire Pension. About \$588,000 from our Fire Pension Fund has been transferred to the consolidated Firefighters' Pension Investment Fund (FPIF). We have another \$70,000 or so that is likely to be transferred soon and about \$30,000 that will stay in our cash accounts to fund operational expenses if needed. While we may have slight transition costs, this will be a significant benefit to our Firefighters fund. Prior to the consolidation the fund was severely limited in terms of its exposure to the equity market. Our long-term weighted average expected return under that scenario was 4.1%, while the new expectation is expected to be closer to 7% in the near future and even higher after the first few years, after the fund has consolidated all pension funds in Illinois.
- The Police Pension consolidation has not been moving forward as quickly and we do not have an estimated timeframe on when any of those transfers will be completed. Because of our Police Pension fund's size, we were already allowed a higher exposure rate, so it is likely that this fund will not see a net benefit of consolidation at least in the near term. Once all consolidations happen it is possible that returns will increase slightly

Administrative Services

- Transitioning spaces at the Village Hall are still underway. Communications has moved downstairs and IT is coordinating the second floor space to accommodate the team. The Clerk's Office is still being reworked on the second floor, Clerk Szymiski's area is shaping up and the current historical files are gradually being sorted through.

- The DuPage Mayors and Managers Legislative Committee is working on the 2022 Legislative Action Plan to determine the best area of legislation to focus on for the next year. The goal is to be able to have an impact at both the state and county level, while not losing sight of the big picture issues that have commonality for all municipalities.

Clerk's Office

- The Public Access Counselor's training website is presently being repaired. OMA and FOIA training is currently inaccessible. Public Body members and designees are not penalized for failure to complete the electronic training at this time.
- 640 Business License accounts have received a renewal invoice notice via email.

Communications

- **Committees**
 - **Westmont First** - Next meeting - Oct. 18
 - **Sister City**
 - Representatives participating with Taiwanese National Day (Double 10) events in Chinatown on Oct. 9
 - Looking into updating the Sister City Brick display in front of village hall with new elected officials and staff
 - **100th Anniversary**
 - Meeting in August, Sept. and Oct, as well as various sub-committee meetings
 - Coordinating and overseeing all aspects of 100th Anniversary Celebration activities and events including our Mascot public appearances with Police Dept., Fire Dept. Open House, Public Works Open House, Last Straw event at Gregg House, Gregg House 40th Anniversary event, more.
 - Coordinating Nov. 10 Anniversary Celebration including:
 - permit request form
 - food and beverage vendor participation
 - time capsule participating and ceremony
 - Legacy Awards presentation
 - special dedications
 - Entertainment
 - Past employees luncheon
 - more
 - Coordinated and followed through on all aspects of:
 - The Find the Fire Truck event
 - 100th Anniversary Historical Video
 - CUSD201 written history project
 - 100th Anniversary License Plate program
 - 100th Anniversary Ceramic Plate program and Historical Society
 - State Centennial Award
 - Continuing to work with artist on the Future of Westmont mural
 - Historical book signings scheduled for various events
 - Designing & creating a historical mural brochure
 - Requesting Village Departments to create and publish their own individual histories in time for their open houses this summer and fall
- **Community Events**
 - Holly Days Committee - continuing to work on all details for the Holly Days Fest
 - Working with various agencies and organizations regarding community events publicity, including:
 - Wicked West Fest
 - Trick or Treat Trail
 - Scarecrow Contest

- Gregg House 40th Anniversary
 - Window Painting Project
 - Monarch Butterfly event
 - Holly Days
 - Pumpkin Smash/Composting events
- **PIO Update**
 - Continuing correspondence with Talk DuPage, the PIO training group through DuPage County
 - Beginning discussions with Fire Department & various County PIOs to create an official Communications Disaster Plan
- **Website**
 - Continuing to work with Departments to update website pages & dropdown menus
 - Weekly updates to main page banners & slideshow
 - Created new Solar Page and worked with EIC to develop and update
- **Volunteers**
 - Continue follow-up to volunteer requests via the village website
 - Coordinated the annual WSEC volunteer appreciation event in Sept. - about 100 people attended volunteers for the village municipality and Westmont Special Events
- **Press Releases**
 - 16 new press releases created and/or published in the last month
 - Westmont Fire Department Deploys Personnel for Hurricane Relief Effort
 - Westmont Public Library Announces 2021 Monarch Festival
 - September is National Preparedness Month
 - Village Approves Suicide Awareness Proclamation
 - Scarecrow Decorating and Display Contest
 - Public Works Director Ramsey Honored for 35 Years of Service
 - Paper Shred Event for Special Olympics Oct. 30
 - Drug Take Back Day October 23
 - Village Offices Closed
 - October Library Events
 - Wicked West Fest Events Throughout October
 - 100th Anniversary Ceramic Plates Fundraiser for Westmont Historical Society
 - SAVE THE DATE - Westmont 100th Anniversary Celebration Planned for Nov. 10
 - Find the Fire Truck Contest Part of 100th Anniversary Celebration and Open House Events
 - LIHEAP Energy Assistance
 - Fire Department Silent Parade Oct. 8
- **Social Media Posts**
 - More than 27 social media posts in the month of July. Posts including graphics & links to Facebook, Twitter, & Nextdoor
- **Graphic Design**
 - Created & published numerous graphics to assist with communicating village news including graphics for: Silent Parade, New LIHEAP, Find the Fire Truck, Save the Date, Ceramic Plates, Wicked West Fest, Drug Take Back, Shred Event, Mike Ramsey Recognition, Scarecrow Decorating, Suicide Prevention, Preparedness Month, Monarch Fest, Fire Dept Deployment
- **Neighbor's Magazine** - Finished and submitted Oct/Nov issue and beginning work on next issue
- **Electronic Bulletin Board Posts** - Updated posts with the library staff.
- **Westmont E-Newsletter**
 - Published on the Fridays after Village Board Meetings - Almost 3000 subscribers
- **News Media Coverage**
 - Monitoring local social media posts to oversee accuracy, or lack thereof
 - **Media Materials**
 - Updated & published new water bill info notices
 - Created regular updates for the digital bulletin boards
- **Misc:**

- Assisted Public Works with coordination, marketing & implementation Open House:
 - Created tri-fold brochure
 - Created Leaf ID game print outs and lamentation of leaves
 - Created future event promotional “coupons” to give to residents including tree seedling give-away, mulch give-away, pumpkin composting event
 - Arranged coordination of stage and sound system delivery and set-up
 - Assisted with event layout
 - Assisted with creation of overall schedule of event as well as promotion of it
 - Created signage and printed on site
 - Assisted with time-line of open house
 - Attended event, took over 400 photos, edited best photos and posted on social media, shared post with Public Works staff
 - Coordinated Find the Fire Truck activity which was used as a PR kickoff for Public Works Open House
 - Created press release and social media posts leading up to event
 - Coordinated 100th Anniversary Mascot Garrett appearance
 - Promoted 100th Anniversary Beanie Baby give-away at event
 - Assisted with history of Public Works slide show

Human Resources

- **COVID-19**

- Governor Pritzker’s office released an updated Executive Order (EO) in September requiring certain personnel, including health care workers and school personnel, to be fully vaccinated against COVID-19 or submit to weekly testing, at minimum. Because all Firefighters employed by the Westmont Fire Department are required to be certified as Emergency Medical Technicians (EMT-B), all Firefighters/EMTs and Firefighter/Paramedics meet the definition of health care worker under this EO; similarly, our School Resource Officer meets the definition of school personnel under the same EO. As a result, staff created a policy to address this requirement, which became effective September 19, 2021.
- As Trustee Simonovich mentioned during our September 9 meeting, President Biden made recommendations in early September regarding mandating COVID-19 vaccinations for certain groups, including federal workers, health care workers, some education sector employees and private employers with 100 or more employees (*the suggestion for private employers includes the option for offering weekly testing in lieu of vaccination*). It is expected that the Occupational Safety and Health Administration (OSHA) will release an Emergency Temporary Standard (ETS) implementing these recommendations in early October. While the federal OSHA mandates would not directly impact the Village as we are a public employer and, therefore, follow the Illinois OSHA regulations rather than federal, state plans would likely have between 15-30 days to decide whether to adopt the federal standard or impose their own, which have to be just as effective (*i.e. - stringent*). Staff is monitoring this situation to determine its application to Village staff and will adjust or implement policies and protocol accordingly.
- September saw three (3) new COVID-19 cases amongst Village staff with several related close contacts. As a result, we have reintroduced some more stringent safety protocols, such as N95s and social distancing, in certain departments and circumstances to help keep everyone safe and healthy.

- **Health & Wellness Committee**

- Lunchtime Yoga was offered virtually on Wednesday, September 28 to encourage healthy habits while allowing participants to feel safe in their own space. 5 people joined the webinar.
- The Committee also released some educational documents related to building a grocery list, relieving stress through nutrition and cooking tips.

- **Insurance Committee**

- Annual open enrollment will take place November 1-12.

- **Occupational Health Provider**

- Over the past year, our current Occupational Health provider, Edward Elmhurst, has had some pretty serious missteps in administering our program, which have included improperly informing staff of their random drug screen appointments in advance (*thereby defeating the purpose of random drug screens*), incorrectly processing drug screens and inappropriately advising Village staff of courses of action to take regarding drug screens.
 - Because of this, staff has looked into alternatives and has selected a new vendor, Premier Occupational Health, which is connected with AMITA Health, who the Fire Department uses for physicals and random drug screening.
 - Premier offers lower pricing than Edward Elmhurst for about 70% of the services we utilize, including our consortium fees for random drug screening as well as the testing itself, audio testing, physicals and fitness for duty exams, and has a focus on communication and customer service, which unfortunately is lacking in our current provider..
 - Thus far, we have worked with Premier to provide flu shot clinics for the Village; and we anticipate fully transitioning occupational health services in 2022.
- **Recruitment**
 - Open Positions
 - Community Development
 - A candidate is in background processing for the full-time Deputy Director of Community Development - Planning position.
 - A candidate is in background processing for the part-time Permit Coordinator position.
 - Fire
 - Applications are being accepted for part-time Firefighter EMT/Paramedics and the Firefighter Candidate Program.
 - Public Works
 - Interviews are being conducted for the full-time Mechanic position on October 14 .
 - Promotions
 - Matt Heiden - Part-time Water Maintenance Worker I - 09/27/2021
 - Andy Peterson - Street Maintenance Worker II - 09/27/2021
 - Greg Pietrzak - Street Maintenance Worker I - 09/27/2021
 - TJ Riley - Street Maintenance Worker I - 09/27/2021
 - New Hires
 - Jacqueline Saldivar - Administrative Assistant II - 09/27/2021
 - Retirement/Resignations/Separations
 - James Little - Battalion Chief - 09/11/2021

Information Technology

- Tyler/Munis updates are being installed and training for various staff have been completed.
- New IT Desktop Technician Brian Johanpeter has started employment this week.

Liquor Commission

Below is a summary of my activities during the month of September 2021.

- Approved entertainment request for Taurasi Restaurant
- Formalizing the liquor license addendum for Amazon Fresh as it relates to home delivery services
- Reviewed and addressed loud music complaint involving Moskova Caffé
- Completed a personnel background review involving a candidate for our Community Development Div.
- Reviewed police department report on a possible alcohol over-serving incident at Standard Market
- Attended the DuPage County Clerk's monthly meeting to hear guest speaker from the Illinois Liquor Control Commission

- Attended the DuPage County Chiefs of Police Assn. monthly meeting to see Chief Gunther sworn in as Association President
- Denied a request involving entertainment at Moskova Caffe
- Attended both the Administration/Finance and Village Board meetings
- Distributed a notice to all liquor license holders (restaurants) on our lowering the age of servers from 19 to 18 where applicable.
- Completed a massage establishment license and a personnel background review on a candidate for the Fire Department.
- Completed the Illinois Gaming Board revenue monthly report
- Met with the current and potential new owners of Cafe Ruta (pending ownership change)
- Reviewed the possibility of increasing the annual license fee for Class 22 & 23 liquor licenses. It was determined to postpone or take no additional action at this time.
- Reviewed and addressed a loud music complaint at El Delfin Seafood Restaurant & Bar