

ADMINISTRATION & FINANCE COMMITTEE

Meeting Minutes - November 16, 2023

Draft Approved -

CALL TO ORDER - 4:30pm

CALL TO ORDER

ROLL CALL

<u>Committee</u>	<u>Staff</u>
Trustee Liddle (as Chair)	Village Manager May
Mayor Gunter	Assistant Manager Parker
Clerk Szymiski	Administration/Mielcarski
Trustee Guzzo	IT Director Liljeberg
Trustee Barker	Finance Director Cunningham
Trustee Brady	HR Director Brainerd
Trustee Nero	Executive Director Forssberg
GUESTS:	Police Chief Gunther
DCVB Director Marchetti	Fire Chief Riley
	PW Director Ries
	Deputy Clerk Richards
	Communications Director McIntyre
	Business Office/Buh
	Finance/Westra
	Commissioner Mulhearn

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS - None

APPROVAL OF MINUTES

- A. October 5, 2023 Administration & Finance Committee meeting minutes were approved by Motion Trustee Brady and seconded by Trustee Barker.

UNFINISHED BUSINESS - None

NEW BUSINESS

- A. DuPage Convention & Visitors Bureau Presentation - A presentation by Beth Marchetti, Executive Director of the DuPage Convention & Visitors Bureau was given (see attached) on the organization's mission and goals and the relationship

between the Village of Westmont and the DCVB. The partnership between the Bureau and the Village is one that enriches DuPage County and is a win for Westmont. There were no questions.

- B. Refuse/Recycle RFP - A presentation on the Waste RFP was given (see attached graph) reviewing the vendor responses to the request for proposals and a status update. The matrix has been updated, based on questions and responses; customer service phone response times have been added and an updated request from a vendor has been noted. Discussion of the difference between a competitive bid and a proposal request were discussed.

- Questions regarding the proposals were noted to be emailed to the vendors. Answers to be presented at the next meeting.
- Trustee Barker asked the matrix be reviewed with the EIC at the next meeting.

- C. Compensation Study - The Village compensation study is wrapping up. So far, as discussed last time the study has determined that many employee salaries are lagging behind the market rate. Total cost of the increases is estimated to be \$702,000.00 and \$700K was budgeted.

1. The board discussed the possibility of reviewing personnel information in executive session at the next board meeting. Specific positions and how much we're adjusting them. The difference between the dots for all positions. Employees have not seen the individual information yet, waiting for the Board to decide to move forward.

- D. Policy Update - HR Director Brainerd presented on the policy updates that will be required due to the passage of the Paid-Leave-For-All act to go into effect on 1/1/24. The Village is in good shape in terms of compliance for our full-time employees and a few tweaks will be needed for the part time staff. The bulk of changes will be for our Part Time Paid On Call Fire employees and seasonal employees. We will have a more detailed discussion on this at the November 30th special Administration and Finance Committee meeting.

- E. Property Tax - Interim Finance Director Narducci reported on the Property Tax Levy. An overview of the impacts on property tax, including truth in taxation, the property tax extension limitation law, and the equalized assessed value. Comparison of the tax levy to other communities in the county, and the effects of a 5.44% increase. The request in December will be an \$8.3 million levy, which is 25% of the general fund revenue.

II. REPORTS

A. Committee Chair - None

B. Department Director - None

C. Division(s) Reports - Written copies were presented in advance, no questions asked.

- Administrative Services
- Finance Director
- Communications
- Deputy Liquor Commissioner
- Human Resources
- Information Technology

III. MISCELLANEOUS - None

IV. ADJOURN

Motion to adjourn by Trustee Nero and a second by Trustee Brady at 5:48 p.m.
(next meeting is scheduled for January 11, 2024)

Village of Westmont

November 16, 2023



Economic Impact of Illinois Tourism: 2022



Visitor expenditures hit \$44 billion
Up \$12 billion from 2021



Saving each Illinois household
\$1,263 in taxes



Total economic impact of tourism
in Illinois in 2022
\$78 billion

(Source: Tourism Economics)



Hotel tax revenue surpassed
pre-pandemic records,
reaching its highest-ever
record at

\$308
million
revenue in FY23



Tourism & hospitality jobs
generated in 2022

270,600

An increase of 38,300 jobs over
the previous year



The impact of visitor spending
generated **\$4.3 billion** in state and
local tax revenue

2022

DUPAGE COUNTY VISITOR OVERVIEW



TOURISM REVENUES

\$2.99 B

(+33.4% YOY)



PAYROLL

\$893 M

(+15.2% YOY)



TOURISM RELATED JOBS

25,450

(+14.5% YOY)



STATE TAX RECEIPTS

\$208 M

(+35.7% YOY)



LOCAL TAX RECEIPTS

\$90 M

(+28.5% YOY)

2022

DUPAGE COUNTY VISITOR OVERVIEW



TOURISM REVENUES

\$2.99 B

(+33.4% YOY)



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\$893 M

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STATE TAX RECEIPTS

\$208 M

(+35.7% YOY)



LOCAL TAX RECEIPTS

\$90 M

(+28.5% YOY)

2019

TOURISM REVENUES

\$2.86 Billion

PAYROLL

\$797 Million

TOURISM RELATED JOBS

24,170

STATE TAX RECEIPTS

\$191 Million

LOCAL TAX RECEIPTS

\$51 Million

September 2023, Hotel KPIs

DuPage County, IL

Geography DuPage County, IL

Month September 2023

Occupancy
71.7%

↗ +3.4%
vs LY

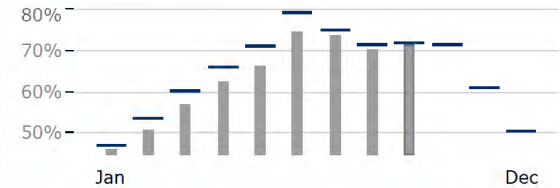
↗ +0.8%
vs 2019

YTD CY
63.9%

↗ +4.7%
vs LY

↘ -5.7%
vs 2019

CY vs Historical Trend



ADR
\$122.51

↗ +2.4%
vs LY

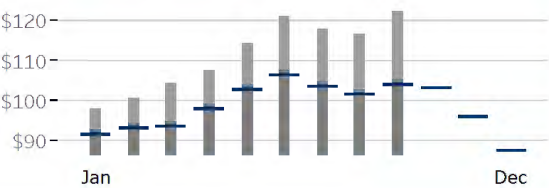
↗ +19.2%
vs 2019

YTD CY
\$112.93

↗ +4.6%
vs LY

↗ +13.2%
vs 2019

CY vs Historical Trend



RevPAR
\$87.82

↗ +5.8%
vs LY

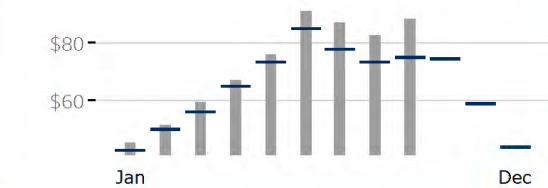
↗ +20.1%
vs 2019

YTD CY
\$72.19

↗ +9.5%
vs LY

↗ +6.7%
vs 2019

CY vs Historical Trend



Room Revenue
\$42.39M

↗ +7.3%
vs LY

↗ +20.8%
vs 2019

YTD CY
\$315.28M

↗ +10.5%
vs LY

↗ +7.2%
vs 2019

Room Demand
346.00K

↗ +4.9%
vs LY

↗ +1.4%
vs 2019

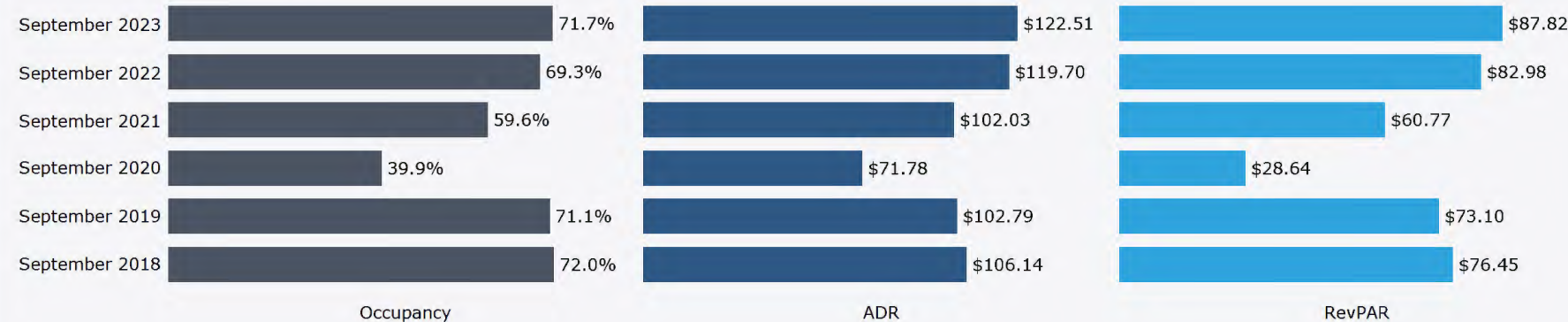
YTD CY
2.79M

↗ +5.6%
vs LY

↘ -5.3%
vs 2019

September Performance

Historical over years



Supply
482.64K

↗ +1.4%
vs LY

↗ +0.6%
vs 2019

YTD CY
4.37M

↗ +0.9%
vs LY

↗ +0.4%
vs 2019

September 2023, Hotel KPIs

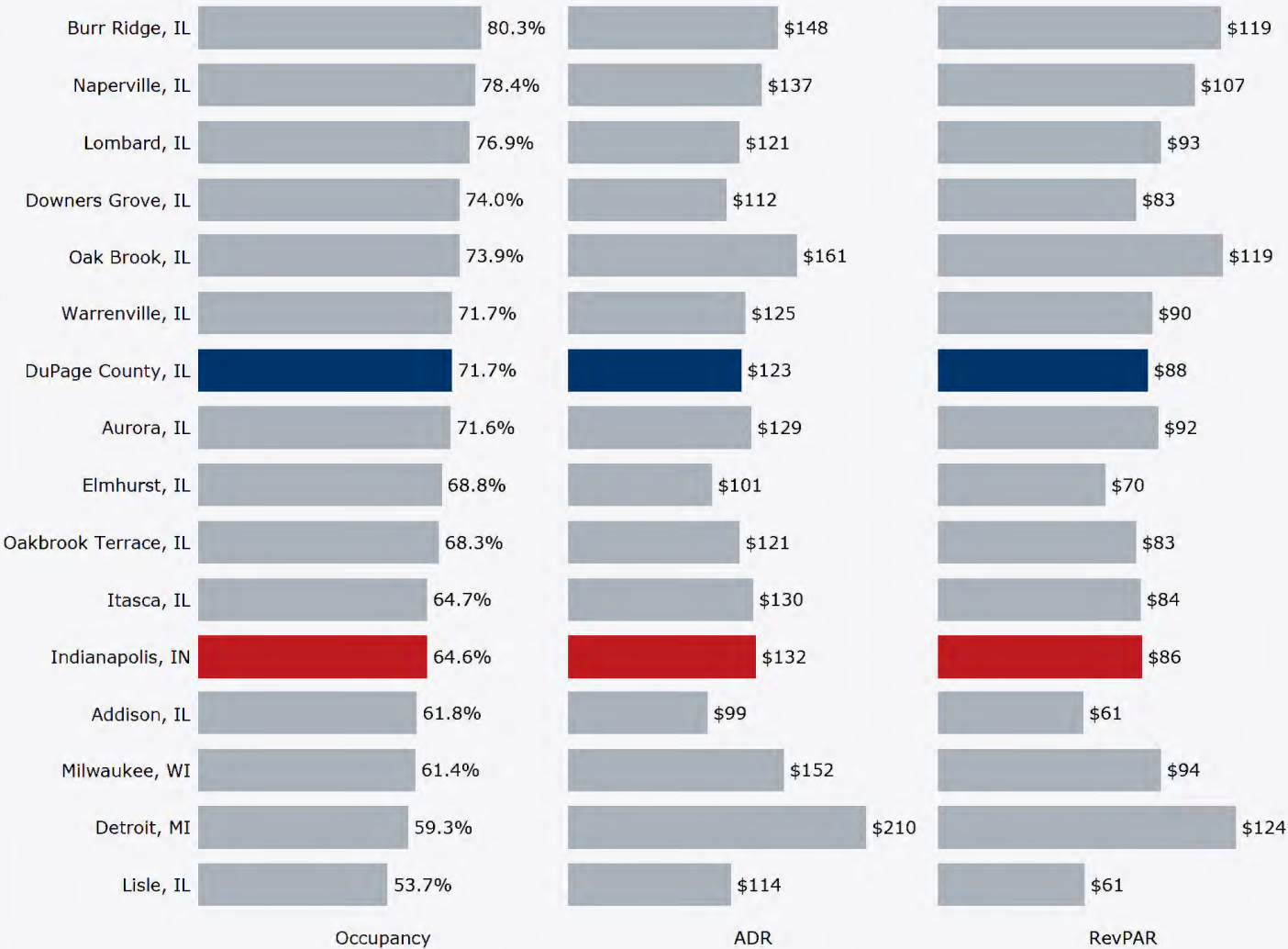
DuPage County, IL

Primary Geography
DuPage County, IL

Comparison Geography
Indianapolis, IN

Comp-set Hotel KPIs

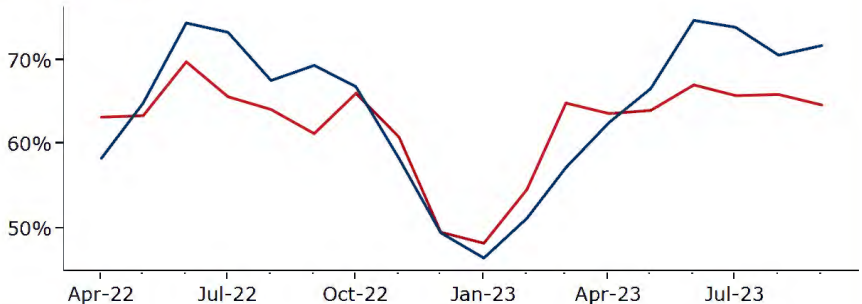
September 2023



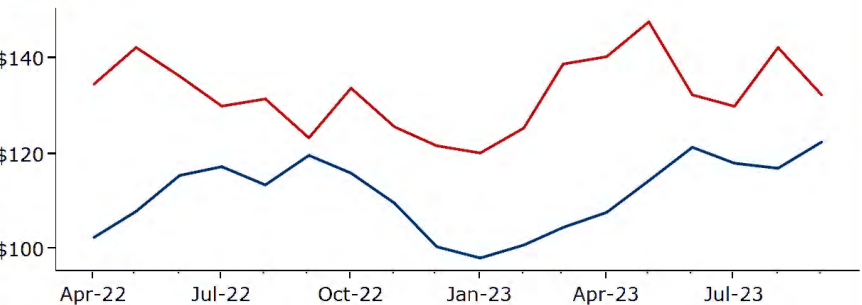
DuPage County, IL

Indianapolis, IN

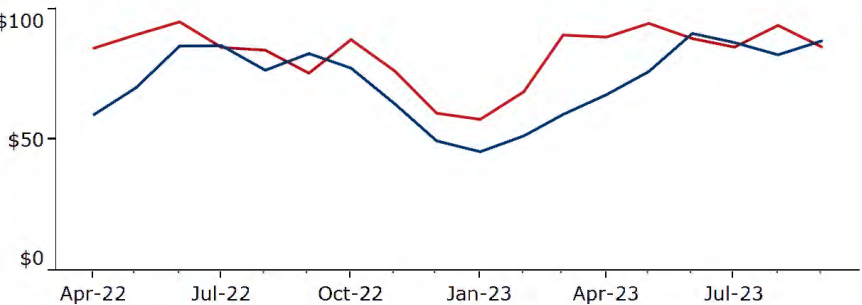
Occupancy



ADR



RevPAR



Long-term Trends

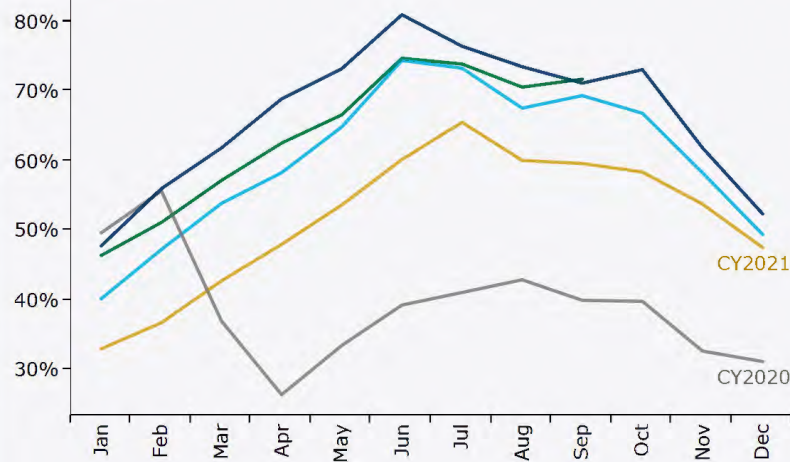
DuPage County, IL

Primary Geography
DuPage County, IL

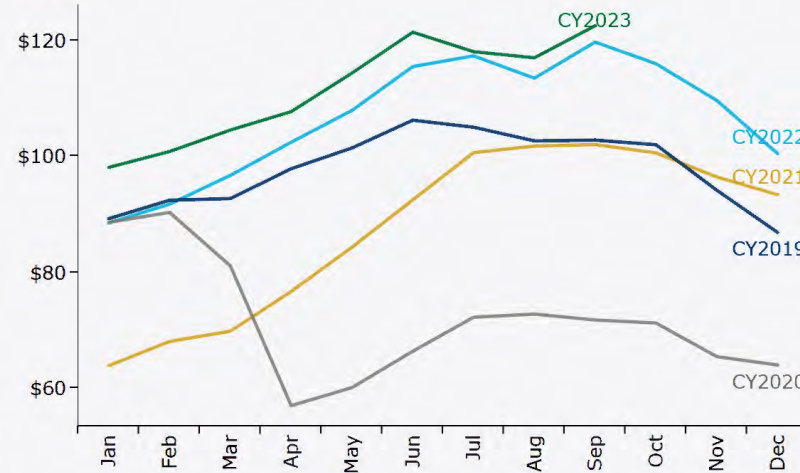
Year
Multiple values

2019 2020 2021 2022 2023

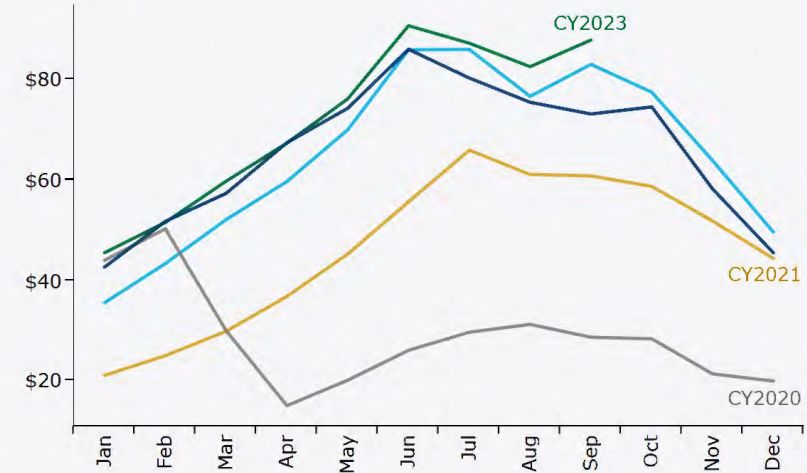
Occupancy



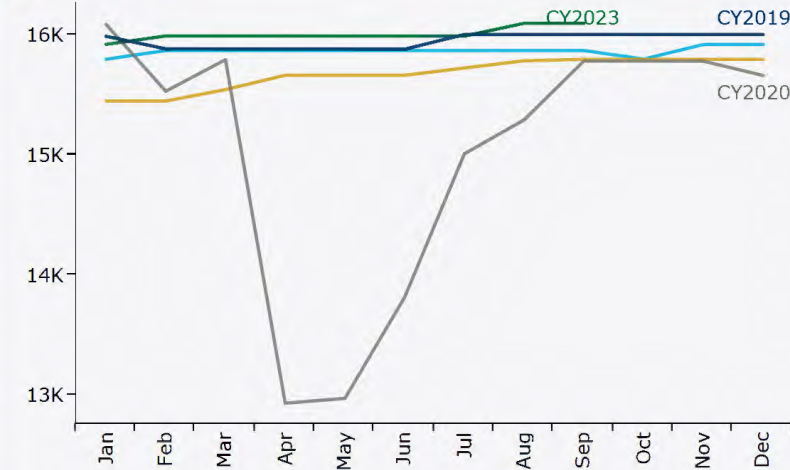
ADR



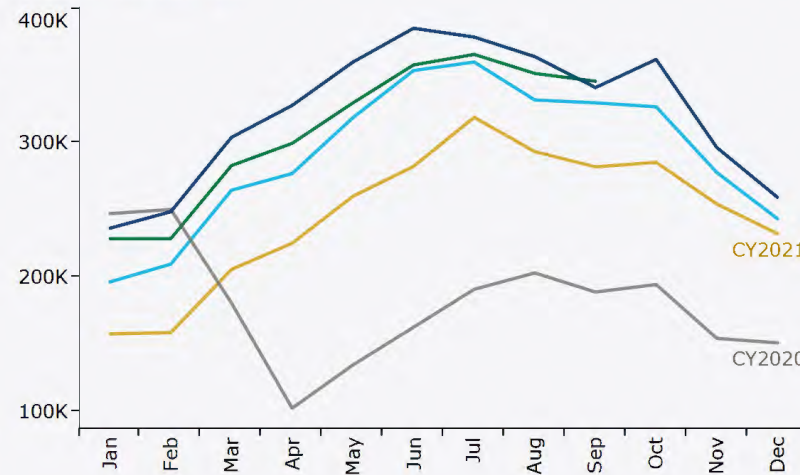
RevPAR



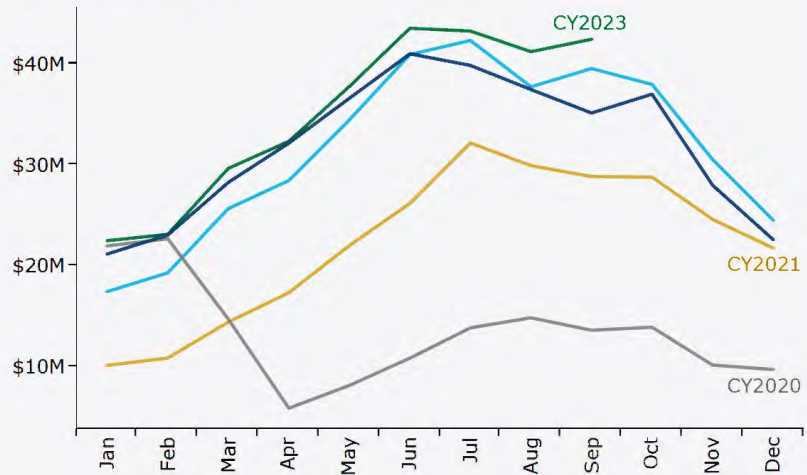
Daily Supply



Room Demand



Room Revenue





Circle Wisconsin

2023 ABA Marketplace



Arrowhead Bridal Showcase

Holiday Showcase







Illinois Delegation at Connect Marketplace 2023

Minneapolis, MN



Site visit at Hilton Chicago/Oak Brook Hills in collaboration with Northshore CVB





Site visit with TNBA at Hilton Chicago/Oak Brook Hills



Center: Dean Ekeren
Director, National Events for USA Swimming



2022 USBC Women's Championships

3155 teams
with **12,620** participants
from all **50 states**,
including **Alaska, Hawaii** and **Puerto Rico**

International players from:
Malaysia, Columbia, Bermuda,
Canada and Mexico

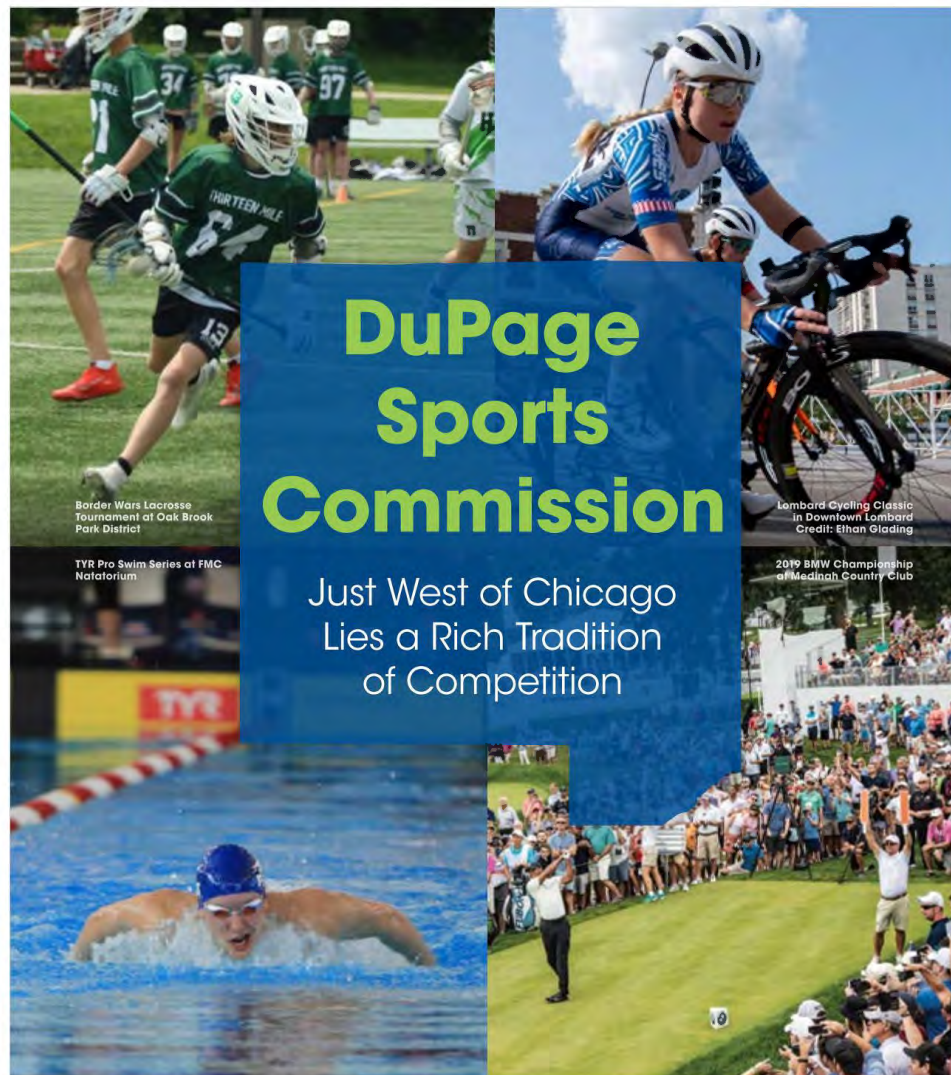
PWBA's Queens Tournament winner:
Birgit Noreiks of **Germany**

ROOM NIGHTS: 18,562



photo credit:
United States Bowling Congress





f in @ #DuPageSports
[DuPageSportsCommission.com](https://www.DuPageSportsCommission.com)



DUPAGE
CONVENTION & VISITORS BUREAU

enjoy
illinois



71,000 SQ. FT. AQUATIC FACILITY – 50-METER MYRTHA OLYMPIC-SIZE COMPETITION POOL (9 LANES)

25-YARD TRAINING POOL – SPECTATOR SEATING FOR 1,200+ ON THREE SIDES

3-METER SPRING BOARD – THREE-1-METER SPRING BOARDS

CONCESSION STAND – STRENGTH AND CONDITIONING ROOMS – SWIM SHOP



THE CHICAGO AREA IS KNOWN FOR ITS SPORTS CULTURE.
JOIN US. [DUPAGESPORTSCOMMISSION.COM](https://www.DUPAGESPORTSCOMMISSION.COM)

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illinois

DUPAGE COUNTY, IL

PREMIER VENUES AND ATTRACTIONS BUILD UPON A RICH HISTORY JUST OUTSIDE OF CHICAGO

Scan to discover more of what DuPage Sports Commission offers sports planners at SportsPlanningGuide.com



FMC Natatorium at Ty Warner Park

Sports Planning Guide

MULTI-SPORT/MULTI-DISCIPLINE REVIEW / SWIMMING AND DIVING (CONTINUED FROM PAGE 45)

Indeed, swimming is thriving, with club teams always looking for new and exciting places to jump in and get wet. Here are eight destinations (in alphabetical order) that prioritize swimming and diving — for both local residents and event organizers. And they should be on your aquatics radar.

Athens, Georgia

As the home of the University of Georgia's Gabrielsen Natatorium and the Bulldog swimming and diving team (whose women have won seven national championships since 1999), Athens has a long history of producing world-class swimmers and divers, as well as hosting top-flight events, according to Jake Stanley, the university's assistant sports communications director for swimming and diving. Georgia's program also has produced 88 Olympians and more than 300 All-American swimmers.

The 50-meter competition pool at Gabrielsen Natatorium can be configured into four different layouts utilizing two movable bulkheads, and it offers seating for almost 2,000 spectators. Diving amenities include two 1-meter springboards, two 3-meter springboards and five diving platforms (1, 3, 5, 7.5 and 10 meters) with a landing pool that is 17 feet deep. No wonder the facility has hosted four NCAA Championships, six Southeastern Conference Championships, the U.S. Diving World Championship Trials and countless state and regional youth meets annually.

"With the wealth of talent in the region, one of the nation's top natatoriums, and a unique small-town flair, Athens has established itself as a hotbed for the sport," Stanley says.



DUPAGE COUNTY, ILLINOIS | PHOTO COURTESY OF DUPAGE COUNTY, ILLINOIS



DuPage County, Illinois

This northern Illinois county, located just west of Chicago, hosted the TYR Pro Swim Series for the first time in 2022 at the FMC Natatorium at Ty Warner Park in Westmont. The event featured some of the nation's best swimmers (including Katie Ledecky, Caeleb Dressel and Ryan Murphy) and it helped elevate DuPage County to the next level.

Prior to the opening of the FMC Natatorium, which includes an Olympic-size pool with three sides of permanent seating for up to 1,200 spectators, many Illinois-based USA Swimming events were held across state lines in Wisconsin and Indiana, according to Igor Bakovic, director of sports for the DuPage Sports Commission.

Today, he adds, the facility is one of the premier aquatic venues in the United States and hosts the Illinois Boys and Girls Swimming & Diving State Championships. It also will be the site of USA Artistic Swimming's 2023 U.S. Collegiate Championship and USA Water Polo's Olympic Development Program National Championship in 2024. Additionally, the FMC Natatorium hosted USA Water Polo's 2022 Kap7 Champions Cup (and will welcome it again in 2024).

"Throughout my time working with the team at FMC Natatorium, I have learned that a lot of research and thought went into the design of the venue," Bakovic says. "It was a combination of some of the best features from various swim facilities around the country, as well as incorporating their own personal design. The result is a very exquisite venue with high-end finishes and so much natural light."

Incidentally, Niche.com ranks DuPage County as the healthiest county in Illinois and one of the top 25 healthiest in the country, and the county's aquatics landscape includes several community and competitive swimming clubs. (CONTINUED ON PAGE 48)

KINGSPORT, TENNESSEE: THE KINGSPORT AQUATIC CENTER

Nestled in the northeast corner of Tennessee in the Blue Ridge area of the Appalachian Mountains is the City of Kingsport and the Kingsport Aquatic Center. The 46,000-square-foot indoor aquatic center includes three multi-purpose pools designed for recreation and instruction, including the region's only indoor Olympic-size swimming pool. The eight-lane 50-meter pool is considered the fastest in Northeast Tennessee and Southwest Virginia.

Visit Kingsport (the city's convention and visitors bureau) partners with the Kingsport Aquatic Center to host a variety of swim meets, including three college conference championship meets: two NCAA conferences, the Appalachian Athletic Conference and the Mid-South Conference, and NCAA DII's Conference Carolinas.

"In hosting our three college conference championships, we have almost 1,000 athletes who compete," said Bradley Hoover, the Director of Sports for Visit Kingsport. "Not only do we get to see a great competition for spectators with the occasional conference records being broken, but it is also really good for our area in east Tennessee with the economic impact that it brings to our community."

To learn more about the Kingsport Aquatic Center and the city of Kingsport, please visit www.VisitKingsport.com.



Information

The 2023 TYR Pro Swim Series Chicago will take place April 12-15 at the FMC Natatorium at Ty Warner Park.

This meet will be a qualifier for athletes to compete at the Phillips 66 International Team Trials, which will take place August 1-5 in Irvine, California, and decide the U.S. rosters for the 2023 FINA World Championships and World Junior Championships.

Event Details

Apr 12 to Apr 15

\$5.00 to \$10.00

[Read More](#)

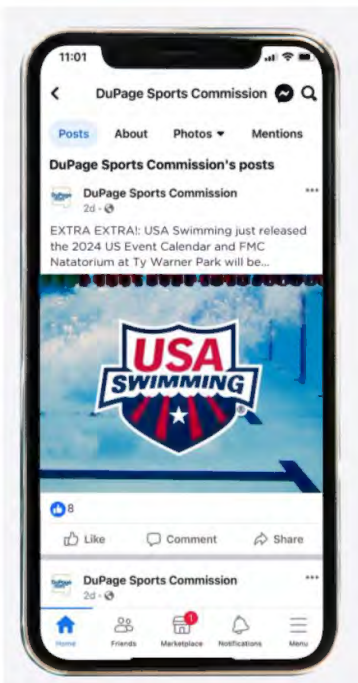


Enjoy
Illinois

Director
Newsletters



Photo Credit: Lilly King and Annie Lazor by Mike Lewis / USA Swimming



Social
Media

Leisure
Eblasts

2023 TYR Pro Swim Series FMC Natatorium at Ty Warner Park April 12-15, 2023

Come see the best of the best in Westmont, Illinois! This meet will be a qualifier for athletes to compete at the Phillips 66 International Team Trials and decide the U.S. rosters for the 2023 World Aquatics Championships and World Junior Championships. This event is also an official qualifier for the U.S. Olympic Team Trials which will take place in Indianapolis, Indiana.



[Get Your Tickets Today](#)



USAAS US Collegiate Championship FMC Natatorium at Ty Warner Park March 22 – 25, 2023

Artistic Swimming (previously known as Synchronized Swimming) requires a unique combination of overall body strength and agility, grace and beauty, split-second timing, musical interpretation, stamina, and dramatic flair. [Purchase your tickets today.](#)

DUPAGE SPORTS COMMISSION

CCM World Invite Chicago: Nov. 3 - 5

LPRT Turkey Shoot Pro Am: Nov. 17 - 19

Chicago Thanksgiving Classic: Nov. 24 - 26

CCM Girls Windy City Elite: Dec. 1 - 3

Fragadelphia Chicago: Dec. 1 - 3

NJCAA DIII National Football Championship: Dec. 2
(Live on ESPN+)

USA Swimming Speedo Winter Junior
Championships (West): Dec. 6 - 9

ISPBA / Kegel Midwest Collegiate Classic: Jan. 13 - 14

Chicago Midwinter Classic: Jan. 13 - 15

CCM Chicago Mite Madness: Jan. 19 - 21

Frosty Faustings: Jan. 25 – 28

USA Archery Indoor Nationals Regional: Feb. 16 - 18

Chicago Presidents Cup: Feb. 17 - 19

Midwest Esports Invitational: Feb. 24 - 25

USA Swimming TYR Pro Swim Series: Mar. 6 - 9

IRT Shamrock Shootout: Mar. 14 - 17

USA Water Polo Olympic Development Program
Boys Nationals: Mar. 15 - 17



Crate & Barrel

MIDWEST ESPORTS

INVITATIONAL



2026 PRESIDENTS CUP

Global event with local impact

- Over \$56.4 million USD charitable contributions since 1994
- Charlotte (Quail Hollow)
\$175,000,000

2012 Ryder Cup as a baseline

- Local economic impact -
\$140,000,000
 - DuPage County - \$80,000,000
- Medinah employs 500 people
- Events in the surrounding area
- Local suppliers, hotels, restaurants



DCVB'S ROLE

- Position DuPage County as a premier location for prestigious sporting events
- Work with PGA TOUR officials to help secure accommodations
- Coordination with local leaders to create comprehensive plan and premier welcome experience
- Collaboration with partners to deliver unique opportunities for visitor engagement
- Attendance and presentations at: press conferences, luncheons and corporate events
- Advertising and promoting the DuPage experience through various media platforms
- Activation event at 2024 Presidents Cup in Montreal
- International sales
- Welcome package: guides and welcome bags for VIP officials, players, press, and others

IPW 2024, Los Angeles

May 3 – 7, 2024

IPW 2025, Chicago

June 14 – 18, 2025

International Association of Golf Tour Operators, Boyne, MI

June 17 – 19, 2024

*to include a DuPage familiarization tour

Connect Marketplace, Milwaukee

August 27 – 29, 2024

*international track

2024 Presidents Cup, The Royal Montreal Golf Club

September 24 – 29, 2024



Top International Markets

	Avg LOS	% Overnight
Mexico*	4.4 days	85.8%
Canada*	2.8 days	84.1%
India	4.5 days	87.0%
Brazil	3.6 days	82.5%
Japan	4.4 days	84.8%
Australia	4.4 days	86.4%
United Kingdom	6.8 days	90.6%
Russian Federation	3.7 days	88.2%
South Korea	3.8 days	85.1%
Germany	4.6 days	86.7%
France	6.4 days	88.1%
Spain	6.0 days	88.9%
China	3.5 days	90.0%

International Visitor Summary

From July 01, 2022 to July 31, 2023



4.0 days
Avg Length of Stay



85.1%
Overnight Visitors

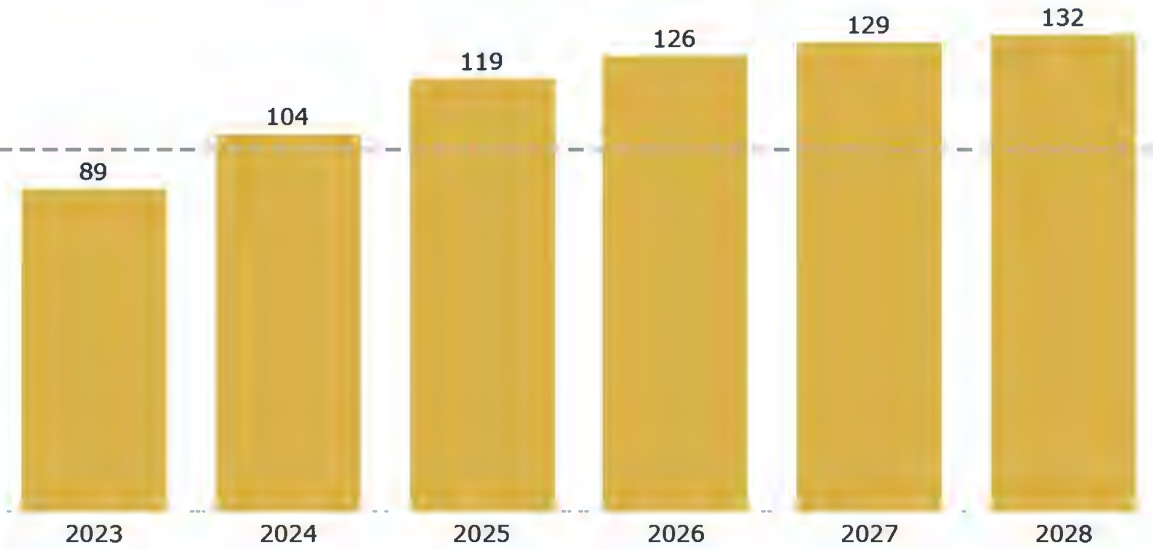


31.3%
Repeat Visitors



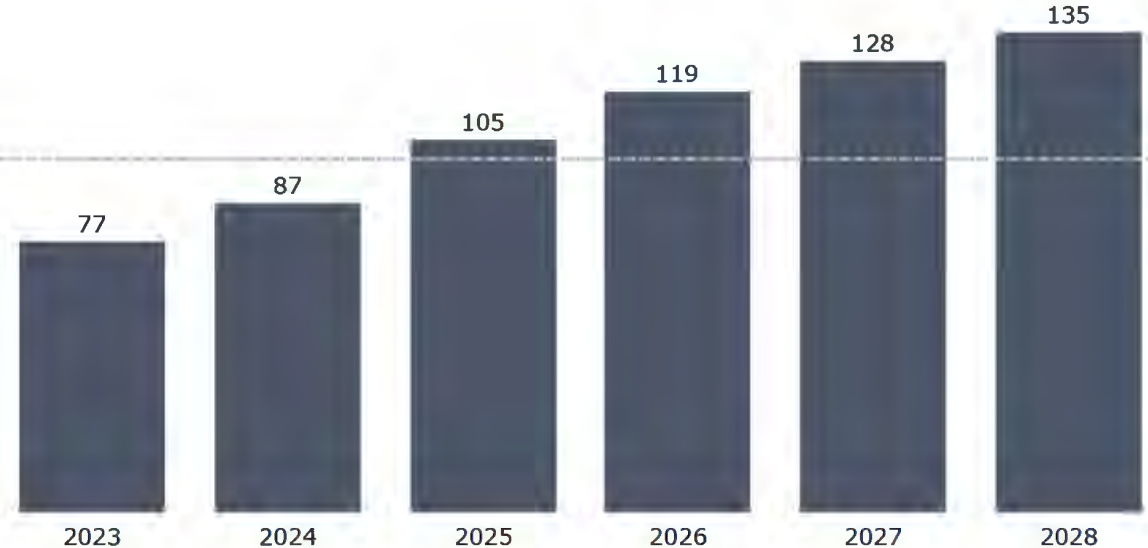
International Visitor Arrivals

Chicago, IL, (Index 2019 =100)



International Visitor Spending

Chicago, IL, (Index 2019 =100)



Date Range: January 1, 2023 – November 15, 2023

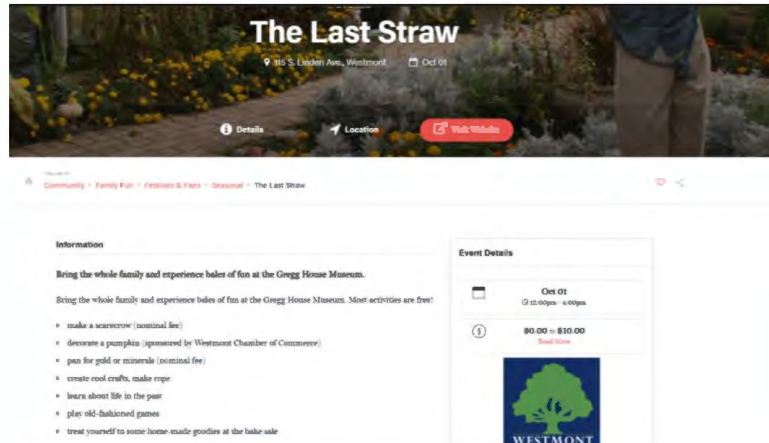
SUMMARY													
Region	Leads Sent				# of Service Requests Sent	# of Articles	Coupon Hits	Listing Hits / Views	Site Visits, Fams	DMO Events	# of Calendar of Events	# of Inkind/Expense	# of Commitments
Westmont		# of Leads	Total EEI	Total Rooms	14	133	38	2,196	3	0	13	5	2 Total Cost: \$3,838.08 Total Actual Cost: \$919.04
	Total Sent	109	\$42,939,127.50	40,971									
	Total Responded To	51	\$18,896,022.50	18,686									
	Total Pending	38	\$15,050,845.00	14,833									
	Total Won	16	\$9,969,722.05	12,632									
	Total Lost	54	\$22,012,605.00	19,386									
	Total Turned Down	12	\$7,341,540.00	7,417									

FY23 Booked Business by Municipals: Westmont**Economic Impact: \$1,178,062.50**

Group	Booked Hotel/Facility	Event Date	Room Nights
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	08/29/2022 - 09/02/2022	155
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	11/03/2022 - 11/06/2022	120
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	10/21/2022 - 10/23/2022	60
First Quarter Totals			335
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	01/26/2023 - 01/29/2023	140
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	02/28/2023 - 03/01/2023	50
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	09/20/2023 - 09/21/2023	25
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	07/18/2023 - 07/23/2023	425
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	10/27/2022 - 10/28/2022	148
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	11/03/2022 - 11/06/2022	261
Second Quarter Totals			1049
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	09/16/2023 - 09/16/2023	2
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	10/19/2023 - 10/20/2023	80
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	12/01/2022 - 12/04/2022	124
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	04/12/2023 - 04/15/2023	125
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	05/19/2023 - 05/22/2023	40
Third Quarter Totals			371
Fourth Quarter Totals			0
			1755

FY24 BOOKED BUSINESS BY MUNICIPALS: Westmont			
ECONOMIC IMPACT: \$2,904,925.00			
<u>Group</u>	<u>Booked Hotel/Facility</u>	<u>Event Date</u>	<u>Room Nights</u>
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	03/14/2025 - 03/21/2025	344
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	03/13/2026 - 03/20/2026	344
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	08/07/2023 - 08/10/2023	39
First Quarter Totals			727
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	12/06/2024 - 12/08/2024	280
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	04/25/2025 - 04/27/2025	609
Meeting Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	04/05/2024 - 04/09/2024	310
Sports Sales	Hilton Chicago/Oak Brook Hills Resort & Conference Center	03/06/2024 - 03/10/2024	773
Second Quarter Totals			1972
Westmont FY24 Totals			2699

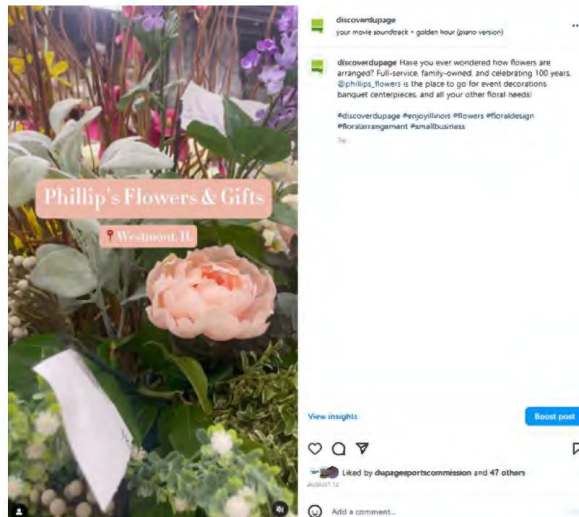
Enjoy Illinois



Enjoy Concerts and Festivals in DuPage

Sway to the sounds of music this summer in the warm sunshine or under twinkling stars with friends and loved ones in parks or charming downtowns. Popular concerts include:

- [Rock N' Wheels](#), Addison (pictured)
- [Summer Concert Series](#), Downers Grove
- [Westmont Cruisin' Nights and Street Fair](#), Downtown Westmont



Winter Beer Festival Ty Warner Park February 18, 2023

Sample up to 20 four-ounce pours of a variety of craft beer selections from breweries throughout the Chicagoland area. The event will have heated and lighted tents, bonfires, outdoor seating, and food trucks. *Must be 21+ to participate.*



Sidewalk Chalk Contest William L. Gregg House Museum May 13, 2023

Express yourself! Westmont Park District will provide the chalk; you bring your ideas and drawing skills! Every year a huge crowd comes to this free event. Don't miss this chance to meet new people and inspire creativity. All abilities and ages welcome.



Taste of Westmont Downtown Westmont July 13-16, 2023

The Taste of Westmont is an award-winning, 4-day summer festival featuring excellent food, two stages for live music, an all-ages carnival with wristband specials scheduled throughout the weekend, art classes, crafters, vendors, and more. You won't want to miss this!

Instagram Reel

Leisure Eblasts



Discover DuPage

Published by Mariah K Scott · April 18 ·

We're ready to get back into the swing of things as the weather warms up. DuPage is home to more than 50 golf courses stretched across country clubs, golf clubs, forest preserves, and park districts.

Check out our full list of golf courses to find your nearest location.
<https://www.discoverdupage.com/things-to-do/golf/>

Hilton Oak Brook Hills Resort
Twin Lakes Golf Course
Cantigny Golf
Wood Dale Park District



232

1 comment 16 shares

Like

Comment

Share



Discover DuPage

Published by Hootsuite · August 14 ·

Restaurant of the Week: GRILL 89!

Grill 89 is a casual dining experience from the esteemed Ditka's Restaurant Group! Located in Westmont, their classic all-American inspired interior exudes rustic charm and a relaxed atmosphere. We suggest trying The Famous Pot Roast Nachos for a savor fulfilling masterpiece! <https://ow.ly/5li50PyMR2>



84

10 comments 6 shares

Like

Comment

Share



Discover DuPage

Published by Hootsuite · July 9 ·

The Taste of Westmont is back July 13 - 16, with a stellar lineup of exceptional food, captivating music, a carnival for all ages, and thrilling kids entertainment. Gather your loved ones and join in on the excitement! <https://ow.ly/g7gF50P79ak>

Village of Westmont, Government



DISCOVERDUPAGE.COM

Taste of Westmont Summer Festival

Taste of Westmont is an award-winning, 4-day summer festival featuring exc...

Learn more

153

5 comments 34 shares

Like

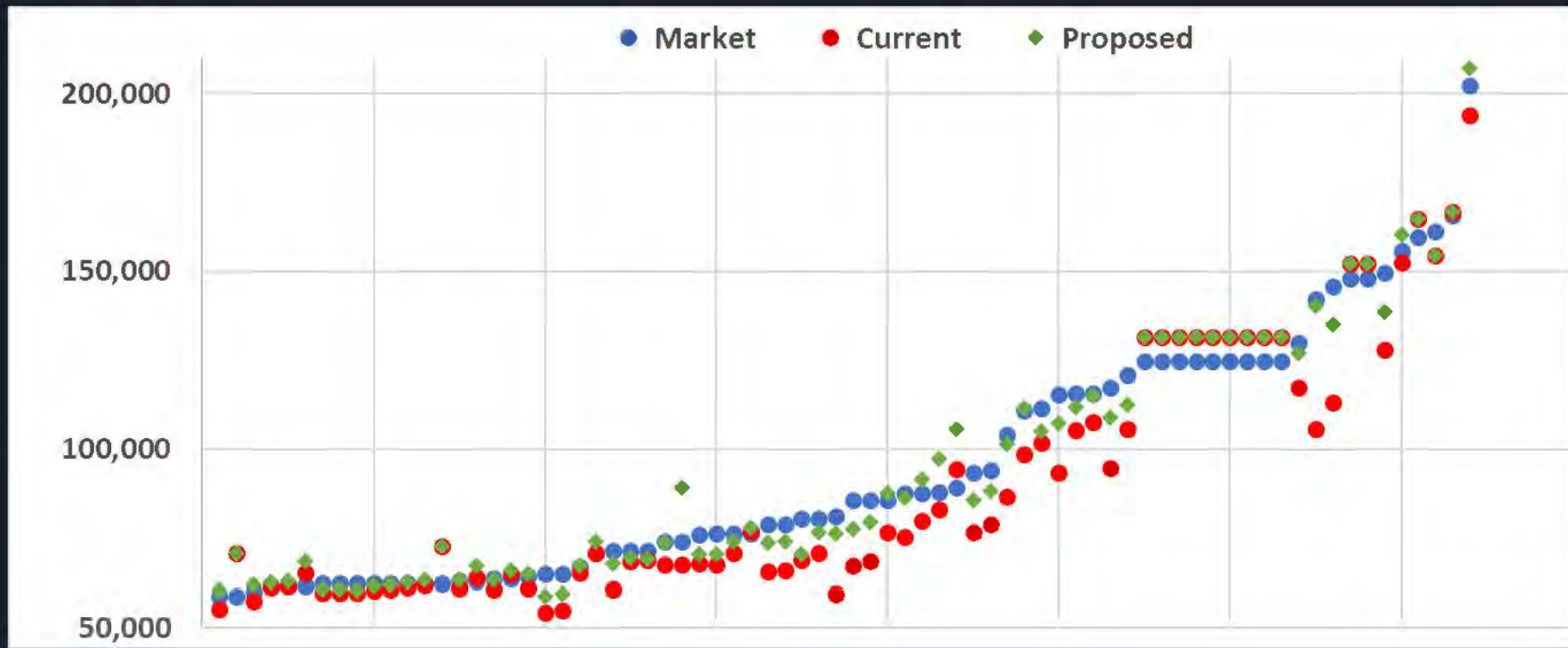
Comment

Share



Waste RFP Responses Summary						
	Waste Management	Groot	Lakeshore	Flood Brothers	S.B.C. Waste Solutions	Current
Residential Recycling	Bi-weekly	Weekly	Weekly	Weekly	Weekly	Bi-weekly
Billing	Direct	Direct	Village	Direct	Direct	Village
Increase	5%	2-4% CPI	4%	2-4% CPI	2-4% CPI	2-4% CPI
Resident Non Sr - 64 Gallon (default)	20.52	23.45	\$24.95	17.15	18.5	16.97
Residential Non Sr - 96 Gallons	21.4	26.45	25.95	17.75	22.5	16.97
Residential Non Sr - 30 gallons	N/A	Seniors Only	N/A	16.5	16	N/A
Srs - 64 Gallons	15.7	N/A	18.71	12.86	15	12.24
Srs - 96 Gallons	22.41	N/A	19.46	13.31	16	12.24
Srs - 30 Gallons	N/A	\$12.74	18.71	12.38	14.5	NA
Est Monthly Commercial Waste	222,022	110,932	211,164	151,295	118,568	215,243
Est Monthly Commercial Recycling	32,757	27,866	14,105	8,271	22,468	11,234
Curbside Electronics - Monthly Add On	\$1.65 - \$2.00	Included	\$0.50	\$1	Included	NA
Curbside Electronics - Each Time Charge	Included	Included	\$25	Included	Included	NA
Curbside Hazardous Waste Monthly Add On	NA	NA	\$1.50	\$1.50	Included	NA
Special Events	Confirmed	Confirmed	Confirmed	Confirmed	Confirmed	Confirmed
Continue providing municipal pickup	Confirmed	Confirmed	Confirmed	Confirmed	Confirmed	Confirmed
Scholarships / EIC Awards	EIC contests	None	None	2500	2 x 2500	EIC contests
Sharps	Included	??	??	Included	Confirmed	Included
Customer Service Center	U.S. Based	Local Center	??	Local Center	Local Center	U.S. Based
Customer Service To Talk to a Human	(need address)	1:00	1:19	2:13	0:01	(need address)
Municipal Residential Franchise Agreement	Many	81	Over 100	32	12	Many
?? = Not specifically noted but bid states will comply with all provisions of the bid						

5. Calc - End Results



Village of Westmont

Property Tax Levy

2023

Village of Westmont
Property Tax Levy
2023

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Village of Westmont
2023

Property Tax Levy

Truth-in-Taxation

The Truth-in-Taxation Law establishes procedures taxing districts must follow when adopting levies more than 5% higher than the total amount of taxes in the previous year. The requirements are:

- 1) Publish the required notice in a local newspaper;
- 2) Hold a public hearing;
- 3) At the public hearing, the taxing district must explain the reasons for its levy;
- 4) Anyone who wants to present testimony must be given the opportunity to do so; and
- 5) After the hearing, the taxing district may adopt the tax levy.

Each taxing district must certify to the County Clerk that it has complied with all Truth-in-Taxation publication, notice, and hearing requirements when it certifies its levy to the County Clerk.

If a taxing district does not comply with the requirements of the Truth-in-Taxation Law, the County Clerk must limit the levy increase to 5%.

Property Tax Extension Limitation Law (PTELL)

The PTELL is designed to limit the increases in property tax extensions (*total taxes billed*) for non-home rule taxing districts. The law is commonly referred to as “tax caps” The PTELL does not “cap” either individual property tax bills or individual property assessments. Instead, the PTELL allows a taxing district to receive a limited inflationary increase in tax extensions on existing property, plus an additional amount for new construction. The limit slows the growth of revenues to taxing districts when property values and assessments are increasing faster than the rate of inflation. If a taxing district determines that it needs more money than is allowed by the limitation, it can ask the voters to approve an increase. The collar counties (*DuPage, Kane, Lake, McHenry, and Will*) became subject to the PTELL for the 1991 tax year and Cook County was added for the 1994 tax year. Public Act 94-976 amended PTELL effective June 30, 2006. The significant amendments include:

- New supplemental ballot and election notice information.
- Additional taxing district voter-approved referenda and other referenda changes.
- Authority for taxing districts in some instances to exceed a voter-approved rate limit long as the sum of all the rates for funds subject to PTELL, does not exceed the limiting rate.

Increases in property tax extensions are limited to the lesser of 5% or the increase in the national Consumer Price Index (CPI) for the year preceding the levy year.

Equalized Assessed Value Defined

For most non-farm property, the Township Assessor estimates the fair cash value and then develops an assessed value based on 33.33% of that fair cash value of the property as of January 1 of the assessment year, based on the three prior years of sales. The Supervisor of Assessments then equalizes all assessments to provide for uniform valuations in the County.

Equalized Assessed Value Calculated

Market Value Home		\$500,000
Assessed Value	33.33%	\$166,650
Per \$100		\$100
		\$1,667
All District Tax Rate	\$6.82	
Total Tax Paid		<u>\$11,368</u>

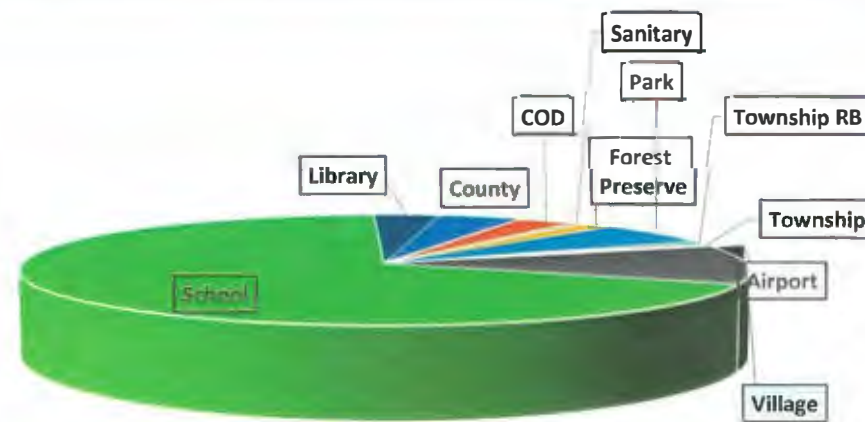
Village Wide Equalized Assessed Value

Residential	686,606,125	71%
Commercial	252,949,922	26%
Industrial	26,842,130	3%
	<u>966,398,177</u>	

Village of Westmont
Property Tax Levy
2023

Westmont Taxing District Rates

	<u>Present</u>	<u>Actual</u>
	<u>Rate</u>	<u>Percent</u>
1 Dupage County	0.281521	4.13%
2 College of Dupage	0.194600	2.85%
3 Downers Grove Sanitary District	0.040200	0.59%
4 Forest Preserve	0.113000	1.66%
5 Westmont Park District	0.418200	6.13%
6 Road & Bridge - Downers Grove Township	0.052600	0.77%
7 Downers Grove Township	0.031600	0.46%
8 DuPage Airport Authority	0.013900	0.20%
9 Village of Westmont	0.778700	11.42%
10 Unit School District 201	4.673500	68.51%
11 Westmont Library District	0.223900	3.28%
	6.821721	



The Village of Westmont is 11.42% of the entire property tax bill per average resident. Westmont School District is the majority of the tax bill at 68.51%.

Village of Westmont
Property Tax Levy
2023

DuPage County Municipal Property Tax Rates (Alphabetical)

					Average 0.9992		
	<u>Municipality</u>	<u>2022</u>	<u>Population</u>	<u>EAV</u>	<u>Municipality</u>	<u>Fire</u>	<u>Total</u>
1	Addison	0.7265	35,353	1,433,589,209	Addison	0.9295	1.6560
2	Aurora	1.7784	179,266	2,036,745,387	Aurora	0.0000	1.7784
3	Bartlett	0.8384	10,290	842,341,054	Bartlett	0.6795	1.5179
4	Bensenville	0.8934	18,538	644,991,582	Bensenville	0.3271	1.2205
5	Bloomington	0.3087	22,672	1,012,326,815	Bloomington	0.6735	0.9822
6	Bolingbrook	0.9103	73,597	47,170,540	Bolingbrook	0.0000	0.9103
7	Burr Ridge	0.1008	11,134	821,737,349	Burr Ridge	0.6953	0.7961
8	Carol Stream	0.2635	39,333	1,448,338,645	Carol Stream	0.7799	1.0434
9	Clarendon Hills	0.6305	8,625	639,287,457	Clarendon Hills	0.0000	0.6305
10	Darien	0.2498	21,751	1,003,457,979	Darien	0.6520	0.9018
11	Downers Grove	0.4717	30,671	2,961,321,416	Downers Grove	0.0999	0.5716
12	Elk Grove Village	0.9913	3,606	139,587,240	Elk Grove Village	0.0000	0.9913
13	Elmhurst	0.4468	32,066	2,980,462,139	Elmhurst	0.0000	0.4468
14	Glendale Heights	0.9862	32,796	850,272,661	Glendale Heights	0.8304	1.8166
15	Glen Ellyn	0.5041	28,533	1,621,130,579	Glen Ellyn	0.0000	0.5041
16	Hanover Park	0.7131	36,774	464,113,538	Hanover Park	1.0650	1.7781
17	Hinsdale	0.3848	17,273	1,858,501,445	Hinsdale	0.0000	0.3848
18	Itasca	0.3475	9,430	752,868,190	Itasca	1.0071	1.3546
19	Lemont	0.6179	17,529	670,610	Lemont	0.7278	1.3457
20	Lisle	0.3985	23,887	1,175,654,374	Lisle	0.8316	1.2301
21	Lombard	0.6042	43,891	1,829,367,819	Lombard	0.0000	0.6042
22	Naperville	0.4732	149,404	5,550,584,282	Naperville	0.0000	0.4732
23	Oak Brook	0.0000	8,086	1,722,999,760	Oak Brook	0.0000	0.0000
24	Oakbrook Terrace	0.3283	2,725	326,284,220	Oakbrook Terrace	0.8130	1.1413
25	Roselle	0.7298	22,660	770,141,045	Roselle	0.4514	1.1812
26	Schaumburg	0.5195	77,082	3,751,540	Schaumburg	0.0000	0.5195
27	St. Charles	0.8385	33,009	38,486,277	St. Charles	0.0000	0.8385
28	Villa Park	1.2227	21,992	736,392,700	Villa Park	0.0000	1.2227
29	Warrenville	0.6401	14,655	561,522,140	Warrenville	0.6269	1.2670
30	Wayne	0.5614	2,263	91,611,824	Wayne	0.0000	0.5614
31	West Chicago	0.5094	25,370	872,388,388	West Chicago	0.8856	1.3950
32	Westmont	0.6755	24,150	984,852,763	Westmont	0.1032	0.7787
33	Wheaton	0.8379	53,126	2,456,715,902	Wheaton	0.0000	0.8379
34	Willowbrook	0.0142	9,127	521,043,575	Willowbrook	0.6953	0.7095
35	Winfield	0.3410	10,140	439,196,660	Winfield	0.5351	0.8761
36	Wood Dale	0.5379	13,861	670,017,363	Wood Dale	1.0992	1.6371
37	Woodridge	0.2352	33,826	1,331,634,612	Woodridge	0.8316	1.0668

When comparing communities it's important to note similar operations rather than relying exclusively on population. Some communities in DuPage County have overlapping fire districts which add to comparable levies. When adding fire levies Westmont ranks about 12th lowest of the 37 DuPage communities at .7787 with the average being .9992 and median .9822.

Village of Westmont
Property Tax Levy
2023

DuPage County Municipal Property Tax Rates (By Rate)

					Average 0.9992	
	<u>Municipality</u>	<u>2022</u>	<u>Population</u>	<u>EAV</u>	<u>Municipality</u>	<u>Fire</u> <u>Total</u>
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6	Schaumburg	0.5195	77,082	3,751,540	Schaumburg	0.0000 0.5195
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Village of Westmont
Property Tax Levy
2023

Municipal Property Tax Rate Effect on Home Owners

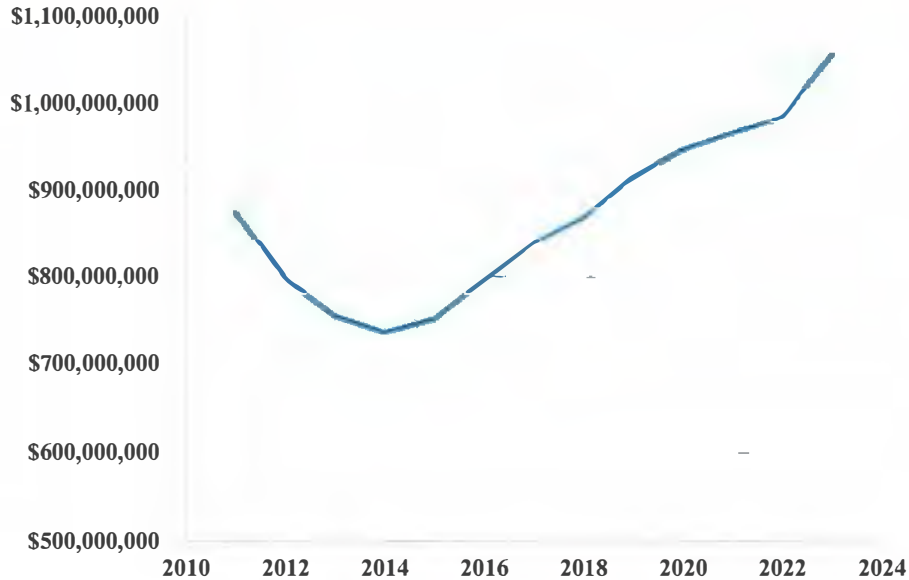
Market Value		\$300,000	\$400,000	\$500,000	\$600,000
EAV	33.00%	\$99,000	\$132,000	\$165,000	\$198,000
Per	\$100	\$990	\$1,320	\$1,650	\$1,980
Village Rate/ Bill	0.7662	\$759	\$1,011	\$1,264	\$1,517
Proposed Increase	5.44%	\$41	\$55	\$69	\$82
Total Tax Bill	6.821721	\$6,754	\$9,005	\$11,256	\$13,507

The estimated increases in municipal property taxes per various market values are based on a "basic" tax calculation. A significant part of any property tax increase on an individual property owner is the increase in Equalized Assessed Value. **Reassessments are conducted by the Downers Grove Township Assessor on a quadrennial basis and are being conducted in 2023.**

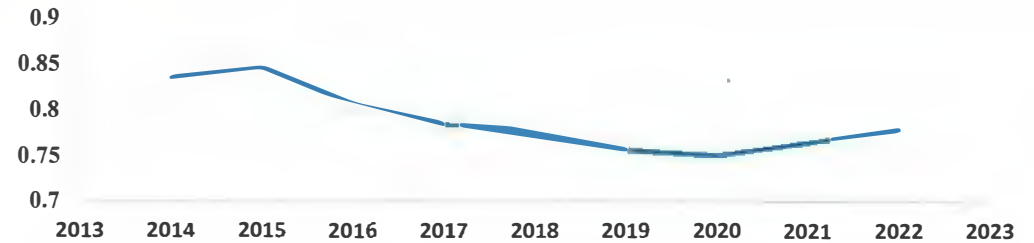
VILLAGE OF WESTMONT
Property Tax Levy Expected

Fiscal Year 2025 & Levy Year 2023

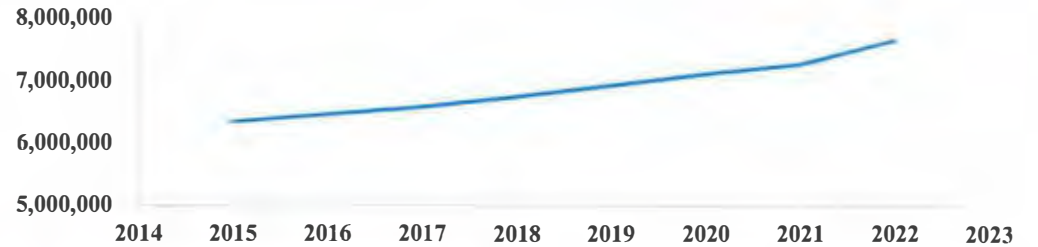
EAV History



Rate



Receipts



ITEM	PRIOR YEAR		EXPECTED AMOUNT		REQUESTED AMOUNT	
	RATE	Extension	RATE	LEVY	RATE	LEVY
IMRF	0.0772	\$760,306	0.0719	\$760,000	0.0745	\$782,800
POLICE PENSION	0.3271	\$3,221,453	0.3007	\$3,178,482	0.3117	\$3,273,836
LIABILITY INSURANCE	0.0347	\$341,744	0.0486	\$514,068	0.0504	\$529,490
SOCIAL SECURITY	0.0814	\$801,670	0.0758	\$801,600	0.0786	\$825,648
MEDICARE	0.0191	\$188,107	0.0177	\$187,400	0.0184	\$193,022
AMBULANCE	0.1356	\$1,335,460	0.1540	\$1,627,820	0.1596	\$1,676,654
AGGREGATE REFUNDS	0.0004	\$3,939	0.0000	\$0	0.0000	\$0
TOTAL FUNDS - VILLAGE	0.6755	\$6,652,680	0.6688	\$7,069,370	0.6933	\$7,281,451
FIRE	0.1032	\$1,009,872	0.0974	\$1,009,872	0.0974	\$1,040,169
VILLAGE TOTAL	0.7787	\$7,662,553	0.7662	\$8,079,242	0.7907	\$8,321,620
CPI CPI				5.44%		3.00%
			Max Expected	\$8,058,783	Max Expected	\$8,058,783
			Over / (Under)	\$ 20,459	Over / (Under)	\$ 262,836
			2022 Increase	\$ 416,689	2022 Increase	\$659,067
LIBRARY	0.2239	2,205,085			0.2221	2,332,980
SSA NORTH FIRE	0.2439	103,914			0.2514	107,109
TOTAL	1.2465	2,971,552			1.2642	10,761,709

Village of Westmont
Property Tax Levy
2023

Expected Levy Calculation

	<u>Village</u>	<u>Library</u>	<u>SSA North Fire</u>
Prior Yr Extension	7,662,553	2,205,085.34	103,913.89
CPI	5.00%	5.00%	3.08%
New Revenue CPI	\$383,127.64	\$124,157.07	\$3,195.35
New Construction	1,682,648	1,682,648.25	
	0.17%	0.17%	
Prior Yr Rate	0.7787	0.2221	0.2514
New Construction Revenue	\$13,103	\$3,737	\$0
Total New Revenue	\$396,230	<u>\$127,894</u>	<u>\$3,195</u>
Total Expected Levy	<u>\$8,058,783</u>	<u>\$2,332,980</u>	<u>\$107,109</u>

Police Pension	
Requested	3,135,196
Need to Extend	3,229,252
Extended Previously	3,221,453
Increase in Extension	7,799
Total Levy	3,229,252



Village of Westmont VILLAGE BOARD

31 West Quincy Street, Westmont, Illinois 60559

villageboard@westmont.il.gov
westmont.illinois.gov | 630-981-6200

Village of Westmont Administration & Finance Committee Staff Reports - 2023-11-16

Village Manager

•

Economic Development

Projects Underway or Completed in 2023

- West Quincy Street Scape Project - Project work is underway to update the streetscape configuration in the first block of West Quincy Street. Streetscape improvements are projected to be completed fourth quarter of 2023
- 3 West Quincy Street - Whisky Hill Brewing approved, projected opening is winter 2024.
- 15 W Quincy Street - Will be the location for the new Toyoko Restaurant in the winter of 2024.
- 21 W Quincy Street - Secured Kicks, a shoe and clothing retailer closed October 2023.
- 13 - 19 East Burlington Avenue - Village purchased property for future development purposes. The strip center building was demolished this fall.
- 21 East Burlington Avenue - Village purchased property for future development purposes. The buildings was demolished this fall.
- 15 East Burlington - Phoenix Nail Salon was relocated to 6344 South Cass, rebranded as CK Nails.
- 4 West Burlington - New Juice Bar concept is being proposed. Opening date to be determined.
- 10B West Burlington - Hair Salon is being opened, dated to be determined.
- 6490 South Cass Avenue - Belle Tire Store opened a new store on June 8, 2023
- 6320 South Cass Avenue - Medical Office to open in the fall of 2023
- 6104 - 6154 South Cass Avenue - Evolve Dental opened March 2023
- 6100 South Cass Avenue - Encore Car Wash will be built at the former Westview South Plaza property. The business plans to open in the fall of 2023. A new retail store pad will also be located south of this site for future development.
- 111 South Cass Avenue - New Holy Trinity Parish Center approved, construction is expected to begin in the fall of 2023 with completion in 2024. Groundbreaking ceremony was held on Saturday, June 17th at 108 South Linden Avenue.
- 110 South Cass Avenue - The Lash Doctor Beauty Studio opened on April 18, 2023.
- 100 South Cass Avenue - Dr. Annie Ubatuba, DMV has opened Companion Animal Rehab and Athletics, the grand opening was held on June 10, 2023.
- 36 South Cass Avenue - Feydom Furniture Showroom opened on March 1, 2023
- 19 South Cass Avenue - Tasty Treat anticipates reopening in March of 2024.
- 15 South Cass Avenue - The Sweet & Savory Spot will close in late November, there is a lease in-process with a similar business that would plan to open in February 2024.
- 1 South Cass Avenue - State Representative Jenn Ladisch Douglass opened a district office on February 3, 2023 at Westmont Centre
- 34 North Cass Avenue - Beauty and the Baker, plan to open winter of 2023
- 109 North Cass Avenue - Village of Westmont purchased property for future development purposes. Current building was demolished this past summer.
- 124 North Cass Avenue - L Boutique & Spa plans to open in the fall of 2023
- 134 North Cass Avenue - Agsant Insurance Group opened this summer.
- 246 North Cass Avenue - Neat kitchen & Bar was approved for an addition to the building, construction is underway, projected completion in fall of 2023.
- 2 West Naperville Road - Mrs. T's Pizza - Projected opened June 6, 2023
- 420 North Cass Avenue - Cass Avenue Dream Homes - Final Phase is Under Construction, estimated time of completion is fall of 2023

- 3500 Midwest Road - Willow Crest Golf Course Redevelopment proposal for new homes has gone to public hearing and has been placed into a "Hold" mode as project modifications are considered.
- 80 West 63rd Street at Market Center - Freddy's Frozen Custard and Steakburgers, grand opening was on August 2nd, 2023.
- 725 Pasquinelli Drive - McGrath Auto Body repair shop will open in fall of 2023.
- 910 Pasquinelli Drive - 5/3 Bank Operations Center opened in February of 2023.
- South Linden & East Dallas - Westmont Park District multipurpose building, projected opening in January 2024
- Harold's Shrimp and Chicken closed the business on June 14th. Potential new restaurant in December 2023.

Active Westmont Commercial Property for Sale

- 15 North Cass Avenue - Former Salon/Spa **SOLD**
- 42 North Cass Avenue - China Chef **SOLD**
- 136 North Cass Avenue - Dr. Maze former location for \$450,000
- 303 North Cass Avenue - Vacant Land (\$36.59 sq ft)
- 520 North Cass Avenue - Former First Midwest Bank **(under contract)**
- 407 West Ogden Avenue - Downers Dental location for \$1,625,000 (\$220 sq ft)
- 414 Plaza Drive - Office Condo for \$168,000 (\$254.55 sq ft)
- 17 East Chicago Avenue - Customwood Kitchens location for \$795k (\$113 sq ft) **(under contract)**
- 6010 South Cass Avenue - Former El Delfin location for \$1,400,000.
- 6125 South Cass Avenue - former Heritage Bank location for \$1,600,000 (\$172.86)
- 6424 South Cass Avenue - Harbor Mall Plaza Medical Office Condo for \$198,000 (\$190.38 sq ft)
- 6442 South Cass Avenue - Medical Office Condo for \$220,000 (\$220 sq ft)
- 6319 South Fairview - Medical Office for \$1,250,000 (\$167.00 Sq ft)
- SWC 65th & Cass - 1.69 acres for \$1,100,000 (\$650,888 per acre)
- 6319 Fairview - Office Building for \$1,250,000 (\$167.00 sq ft)

Finance Department

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Administrative Services/Clerk's Office

- Statistics from October
 - 10 Ordinances have been processed in October with 4 proclamations
 - 13 agendas, 1 cancellation, & 2 notices have been created & posted
 - Preparations have begun for the 2023 Service Award/Holiday Luncheon on 12/6/23
 - Attended DuPage Clerks Association monthly meeting - Notary training
 - Business Licenses renewal notices have been sent
 - 58 Liquor License renewal notices have been sent
 - 376 Business Licenses have renewed their license for 2024.
 - 58 Liquor Licenses are set to renew for 2024. 13 licenses have been renewed.
 - Instruction Assistance for businesses in working through the electronic system has been created and forwarded to businesses needing assistance.
 - The permits / licenses for the 2024 Winter Beer Fest have been issued.
 - Working with IT & Tyler/Munis to have the Energov system more user friendly
 - October FOIA's:
 - 29 Non Commercial & 10 Commercial
 - RFP analysis is completed and in the review stage
 - Historic ordinance files have been rehoused for ease of search - hoping to move forward with electronic files in 2024
 - 2024 drafts prepared to allow for faster scheduling of committee meetings
 - Worked with IT on updated letterhead

Liquor Commission

The following is a summary of my activities for October 2023

- Conducted a background review and presented the owners of Net Games LLC for a Class 10 liquor license. (Approved by VB)

- Received a Liquor License application for Whiskey Hill Brewery & Kitchen. However, the application fee has yet to be paid thus delaying the background review which cannot be performed until the application fee is received.
- Received, reviewed and presented liquor license application for D Cuisine on Pasquelli Drive. (approved by VB)
- Received liquor license application including an application for a Class 23 video gaming liquor license due to change in ownership for Westmont Uptown Tavern LLC. Will be presented to the board at the Nov. 30th VB Meeting.
- Attended mandatory Hazardous Bloodborne Training
- Reviewed a report of a fight at Mrs T's Pizza. No violations by staff or management occurred thus no action was needed. Police Dept. resolved any criminal issues.
- Participated in weekly meetings with the Liquor Commissioner and Village Attorney ref. Various liquor related issues.
- Prepared the monthly Illinois Gaming Board report on video gaming revenues due the Village.
- Received and conducted a background review on the new General Manager for Oak Brook Hills Hilton Resort. No new liquor license or change necessary.
- Responded to a potential liquor license request for a men's hair salon called Hammer and Nails who may be looking to open in town. This would be the first business by Hammer and Nails in Illinois. They were seeking license information only at this time.
- Sent delinquency notices to Luv 2 Smoke for non-payment of a violation fine issued at a September 2023 tobacco violation hearing. The payment has since been received.

Human Resources

- **Compensation & Benefits Study**
 - Compensation Study Update meetings were held with staff on Friday, November 10 with a planned roll out of the associated pay changes with the first paycheck in January 2024.
 - The job descriptions portion of the study is lagging while staff continues to work with the consultant on improving the format and content.
- **Insurance Committee**
 - Open Enrollment was successfully completed again this year. Changes will be effective on January 1, 2024.
- **Policy Updates**
 - Staff is finalizing updates to the following policies in response to legislative changes, most of which are effective January 1, 2024:
 - *Paid Leave for All Workers Act (PLFAW)* - Multiple policies
 - New legislation requiring employers to provide up to 40 hours paid leave in a 12 month period.
 - Multiple clarifications and proposed regulations have been released in the past month that continually change our options/approach.
 - Related policy updates may include:
 - 62-94 - Pay Policy
 - 62-97 - Vacation Policy
 - 62-98 - Vacation Award Schedule
 - 62-105 - Paid Time Off (PTO) Bank - Part-time EEs
 - 62-131 - Sick Leave
 - *Sec. 62-139 - Victims Economic Security and Safety Act (VESSA)*
 - *Sec. 62-132 - Bereavement Leave*
 - *Sec. 62-143 - Employee Blood (and Organ Donation) Leave*
 - *Policy GP-01 - No Smoking Policy*
 - Specifics will be discussed at the special committee meeting on November 30.
 - Updates to Section 62 - Personnel of the Westmont Code of Ordinances are anticipated to be on the Village Board agenda at the December 14 meeting.
- **Recruitment**
 - **Open Positions / Interviewing**
 - **Public Works**
 - Interviews were conducted on November 6 for an Arborist; selection is pending.
 - Several positions are open between the Water Division and the newly created Forestry & Grounds Division. HR and Public Works are collaborating to fill the open positions.
 - **New Hires**
 - Matthew Smith - Firefighter 3rd Class - 10/03/2023

- Daniel Dirvin - Forestry & Grounds Maintenance Worker I - 10/23/2023
- **Promotions / Job Changes**
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- **Retirement/Resignations/Separations**
 - Thomas Buyle - Firefighter/Paramedic - 09/22/2023
 - Randall Hall - Firefighter - 10/07/2023
 - Patrick Hir - Firefighter - 10/10/2023
 - Ethan Luoma - Firefighter/Paramedic - 10/11/2023
 - Andrzej Galica - Seasonal Public Works Maintenance - 10/12/2023
 - Kevin O'Hare - Deputy Fire Chief-Administration - 10/14/2023
 - Alexander Erdmann - Probationary Police Officer - 10/25/2023

Information Technology

- Replacing CCTV cameras that have passed end of life
- Updated letterhead for all departments, divisions, & commissions created
- WiFi connections updated at all buildings

Communications

- **Board Meeting & Board Reports** - Coordinated, edited, published, and distributed trustee reports for Village Board Meeting
- **Committees** - Staff Liaison to 5 committees, currently
 - **Environmental Improvement Committee**
 - Oct. 2 and Nov. 6 meetings
 - Currently reviewing 6 Dark Sky Grant applications - 2 have been approved for processing
 - Rain Barrel Program to be reviewed in winter-spring 2024
 - Coordinated and published on social media Eagle Scout Josh Graham's recycling project for Village
 - Coordinated details for involvement with Wicked West Fest promotion
 - Coordinated and staffed details for involvement with Pumpkin Composting PR event at Wicked West Fest
 - Coordinated and staffed details for involvement with Pumpkin Composting Collection event at Westmont Library
 - Coordinated all aspects of involvement with the Holiday Lights program
 - Reviewing goals for 2024
 - Considering research regarding Monarch Project and use of pesticides
 - **Westmont First Committee**
 - No November meeting
 - Quarterly meetings set for 2024
 - **Sister City Committee**
 - Westmont participated in the Taiwanese Double 10 Ceremony and Parade, Oct. 6 and 7
 - **Illinois Reads**
 - Continuing to be a part of a new Illinois Reads program being coordinated by CUSD201
 - Created logo for program
 - Communications will be publishing more info once it is confirmed
 - **Holly Days Committee**
 - Continuing conversation/planning/execution of all details of the event
 - Completed relocation of Holly Days decorations from Westmont Centre to Public Works
 - Coordinating new Trustee float for Holly Days Parade
- **Community Events**
 - **Publicity** - Created/distributed publicity for various local government & non-government events

- **Waste Management Event Participation** - Annually and on-going, coordinate and communicate the specific requests from the village for all community events that require resources, including but not limited to: Trick or Treat Trail, Haunted Forest, Pumpkin Composting Event, and Holly Days; recent communications re: Fire Dept Open House, Trick or Treat Trail and Holly Days
- **Clarke Mosquito Event Spraying Coordination** - Annually and on-going, coordinate and communicate the specific requests from the village for all community events that require pre-event mosquito spraying.
- **PIO Update**
 - Scheduling follow-through on NIMS Training
 - Received links to online training
- **Website**
 - Met with Admin/Clerks regarding several specific website updates
 - Worked with Community Development to quickly add documents and links to the website regarding the Downtown Investment Program
 - Began outline draft of website updates requested by Public Works regarding lead service information
 - Began outline draft of website updates for Public Works regarding Water Division
- **Volunteers** - Continue follow-up to volunteer requests via the village website
- **Press Releases** - More than 15 new community news releases for the Village & local entities
 - Downtown Incentive Program Promotion
 - Westmont Quincy Street Updates
 - Construction Project Updates
 - Relocation of Village Drop Boxes
 - Village Offices Closed/Sched
 - Visioning Workshop Dec. 7
 - 311 Report A Concern
 - PD Successful Rx Take Back Event
 - Village Approves Proclamation Supporting WHS Ukraine Initiative
 - PD Service Awards
 - FD 100th Anniversary A Big Success
 - Eagle Scout Recycling PR Campaign
 - Nov 5, 2023 Working Smoke Alarms Save Lives
 - Holiday Lights Recycle
 - Keep Storm Drains Clear
 - Holiday Window Painting
 - Keep the Wreath Red Program - Holiday Fire Safety
 - Veterans Day/Village Offices Closed
 - **WORKING ON NEW ARTICLES**
 - Special Olympics End of Year Results
 - Westmont Library Art Gallery
 - Dementia Friendly Update
 - Economic Development End Of Year Report
 - Community Development End Of Year Report
- **Social Media Posts** - 40 graphics/links to Facebook, Twitter, & Nextdoor
- **Graphic Design** - Created & published numerous graphics to assist with communicating village news: Ukraine Initiative, Working smoke alarms, Lights recycle, Visioning Workshop and more
- **Westmont Community News Magazine - Village Newsletter**
 - 2023 Fall/Winter issue designed, completed and delivered
 - 23 different news items featured in this issue
 - Digital version created and posted on website
 - On-going coordination of all aspects of news magazine production including research, soliciting and following up on information requests and submissions, photography, graphic image creation, cover layout, complete document layout, coordination of editing and proofing, coordination of delivery to printer and then distribution via post office, follow up on vendor payment schedule

- Next issue, Winter 2024 in progress
- **Electronic Bulletin Board Posts** - Over 10 different messages posted by the Village/Library
- **Westmont E-Newsletter**
 - Published on Fridays after Village Board Meetings, getting new subscribers every week; reinforces village information published on the village website & via social media
 - Digital versions with working links created and posted on website
- **News Media Coverage** - Monitoring local social media posts to oversee accuracy
- **Special Projects**
 - **Special Video Project Featuring Mayor** - Coordinated Mayor's involvement with a video project initiated by the Chamber; to be published within the next month
 - **Holly Days Chamber Video** - Coordinated and recorded Village Boards participation in Chamber Holly Days Video
 - **Coffee With The Mayor / DWBA Meeting** - Assisted with the overall concept and coordination of CWTM event that was part of a DWBA meeting - event was very successful
 - **Coffee With The Mayor / SWBD Theme** - Assisted with the overall concept and coordination of CWTM event that will be held on Dec. 13 at the TECO Center - the meeting will focus on South Westmont Business District updates
 - **Coffee With The Mayor 2024 Events** - Created the overall plan for 2024 CWTM events, scheduled to start in March
 - **WHS Ukrainian Student Initiative** - Worked with WHS staff and students to recognize WHS students regarding their initiative to support Ukraine; potentially scheduling an additional meeting to review a presentation they created
 - **Eagle Scout Project** - Coordinated and completed Eagle Scout project focusing on a PR campaign to promote proper recycling practices
 - **Girl Scout Project Update** - Working with local scout program to bring attention to and provide update regarding Girl Scout Project related to Richmond Gardens
- **Media Materials** - updated & published new water bill info notices for next billing cycle
- **Pictures** - Attended several board meetings to take pictures of Police Police promotions, Eagle Scout presentation, Ukraine student proclamation, Arts Dupage proclamation, Dementia Friendly Westmont Proclamation, scheduled to take pix of Library Art Gallery Program

Misc.