

Village Administrator's Report

March 22, 2019



<u>Date and Time</u>	<u>Meeting/Event</u>	<u>Location</u>
Monday, March 25, 2019 11:00 a.m.	Community Events Committee	VH Council Chambers
Monday, March 25, 2019 6:00 p.m.	Standing Committee of the Whole	VH Council Chambers
Monday, March 25, 2019 7:00 p.m.	Village Board Regular Meeting	VH Council Chambers
Tuesday, March 26, 2019 6:00 p.m.	Pizza with the Mayor & Director	Alcentro Trattoria
Monday, April 2, 2019	Election Day	Be sure to vote!
Wednesday, April 3, 2019 6:00 p.m.	Plan Commission	VH Council Chambers
Wednesday, April 3, 2019 7:45 a.m.	Bloomingtondale One Group	Chamber Office
Monday, April 8, 2019 5:30 p.m.	Community Events Committee	Pan American Bank
Monday, April 8, 2019 6:00 p.m.	Standing Committee of the Whole	VH Council Chambers
Monday, April 8, 2019 7:00 p.m.	Village Board Regular Meeting	VH Council Chambers
Tuesday, April 9, 2019 7:45 a.m.	Bloomingtondale Breakfast Club	Sporty's - 448 W. Army Trail
Thursday, April 11, 2019 6:30 p.m.	Septemberfest Commission Meeting	VH Community Room
Friday, April 12, 2019 7:45 a.m.	Bloomingtondale Business Leads Group	Chamber Office
Tuesday, April 16, 2019 6:00 p.m.	Plan Commission	Lake Park East Campus

A. Management Reports – Miscellaneous

1) Administration Department

- On Monday the Community Events Committee held its second meeting at Village Hall. The committee discussed possible events for 2019 and agreed to work on two events. The first is similar to the Cows on display in which businesses and/or residents would decorate Adirondack chairs that would then be displayed around Old Town and then auctioned off at Septemberfest. The second event is a craft beer and food truck event to be held on Saturday, October 5 in Old Town. More details to follow.
- Staff met with representatives from Leopardo Construction to begin discussion of evaluation and development of project options for the renovation of Village Hall. A kick-off meeting will be scheduled in the coming week. More to follow.
- Attached please find the CMAP Weekly Update for your review. Be sure to check out the story and link to a report on climate change and how the change in average temperature will make flooding in our area more prevalent going forward.
- IS completed replacing all in-squad mobile data terminals.
- IS completed email phishing campaign – failures dropped to 2.1%. Industry (government <250 employees) average is 12%. Way to go everyone!
- Watch Commander Mike Gicla has submitted his notice to retire effective May 3. Mike has been a member of the Police Department for 30+ years and we will miss him. I wish Mike the best and hope you all get a chance to extend a thank you to Mike for service and dedication to our community.
- The Senior Fair is on Friday, April 26th (9 AM to 12 PM) at Medinah Shriners. Please let Jennifer know if you would like to take a 1 hr. slot hosting the Village table.
- Pizza with the Mayor and Director will be held this coming Tuesday, March 26 at Alcentro from 6 - 8 pm.



PIZZA WITH THE MAYOR AND DIRECTOR*

Tuesday,
March 26
6-8 PM



ALCENTRO TRATTORIA
Old Town Bloomington

Chat with Mayor Franco Coladipietro and Director of Public Safety Frank Giammarese and share a pizza. Whether you are a resident, business owner or community member, this is a great opportunity to discuss issues affecting our community in an informal setting.

ALCENTRO TRATTORIA 109 3rd Street
Old Town Bloomington

*No Village funds are being used to fund this event

2) Finance

The entire Finance staff has been involved, to some extent, with, but not necessarily limited to, the following:

- The proposed FY20 Budget and CIP were released 3/1/19; staff is currently preparing the Water & Sewer and Governmental Funds 5-Year Forecasts which are scheduled to be presented to the Village Board at the April 8 SCOW.
- Review and negotiations with the vendor to be recommended for the upgrade to the financial and land-based management software and conversion to a “cloud” hosted environment is continuing; once staff is satisfied with the terms, conditions, and provisions of the Agreement it will be forward to Village legal counsel, if necessary, for review and then forwarded to the Village Board for approval. Upon execution the project will be able to be placed on the vendor’s schedule for implementation which will then identify specific dates for the project.
- The FY19 audit will begin shortly; a planning meeting has been set for 4/15/19 with fieldwork anticipated to be in July
- Awaiting a reply from the developer of Stratford Crossings to a request for additional information for the submittal “package” related to expenses incurred by the developer; certain expenses are eligible for reimbursement from any sales tax increment pursuant to the respective redevelopment agreement.

- Continuing to provide support to Public Works with an application for an IL EPA loan to fund the grit and fine screening removal system project.
- Continuing to manage the revenue and expense audit project; there have been a few instances where costs have been reduced as well as revenue enhancements; the vendor is currently reviewing cable TV revenues and it appears that approximately 60 cable TV accounts may be incorrectly identified to non-Bloomington address – the vendor continues to review this matter; 4 businesses were identified whereby sales tax was not being paid to the Village by the IL Dept. of Revenue – this has been corrected; the revenue impact is still to be determined although it is expected to be minimal.
- Continuing to develop an internal needs analysis/survey intended to measure employee interest in the current 457 deferred compensation service provider and/or the interest in an alternative provider.
- Researching the IRS reporting and accounting requirements related to the Bloomington Cares 501(c) 3.
- Finance will be assisting and coordinating with the Village Clerk to update the Village’s record disposal procedures.
- Continuing to coordinate with Village staff to convert to electronic certified mailings toward the effort of reducing postage costs.

3) Economic/Community Development

- On February 28th, staff attended Select Chicago’s Foreign Direct Investment Workshop. Select Chicago is an organization comprised of various Chicagoland communities looking to improve development opportunities within the foreign markets. The program included presentations from several different economic development organizations and specialists, as well as keynote addresses from State Senator Ram Villivalam and the U.S. Department of Commerce.
- Staff recently attended the monthly Access O’Hare West function. As we near the annual ICSC REcon event in May, the group is finalizing marketing brochures and event schedules to help us improve the economic significance within the village. In addition to REcon, we are planning a broker event in mid-June, intended to draw local real estate brokers to the area and promote the strengths of Bloomington and the other communities within Access O’Hare West. More information regarding the broker event will be provided as it becomes available.
- Staff continues to work with the Village Attorney and the Village Administrator to finalize all of the documents relative to the Stratford Square TIF District and the revisions to the Stratford Business District. Both of these items will be on upcoming Board meetings for discussions, as previously advised by the Village Administrator.

4) Building

- 161 Gary Avenue: Texas Roadhouse construction underway.
- 154 Gary Avenue: Sean’s Golden Corral stocking inspection on 3/22.
- 383 W Army Trail: Five Guys interior remodel permit ready for pick-up.
- 170 W Lake Street: Grandbrier Senior Living update – permit to be pick-up within 6 weeks. IDOT permit ready for issuance.
- 110 Ridge Avenue: Preferred Electric certificate of occupancy issued 2/27.
- 152 S Gary Avenue: Xfinity tenant build-out permit issued 2/18.
- 148 S Gary Avenue: The Joint Chiropractic certificate of occupancy issued 2/19.
- 525 W Army Trail: Aldi tenant build-out permit ready for issuance.
- Stratford Drive: Woodman’s preliminary drawings submitted for permit fee calculation review 3/21. Application for building permit review to be submitted on 3/26.

5) Engineering

- 2019 Road Project – Bids were opened on March 14, 2019. Eight bids were received. The lowest bid was furnished by Brothers Asphalt in the amount of \$1,193,698.50. An award of contract to the lowest responsive and responsible bidder will be made in April 2018 following the SCOW discussion on March 25th. A Village Resolution to Appropriate MFT Funds will accompany the award.
- 2018 Road Project – Final payout and change order deduction for approval in January 2019, pending receipt of Certified Payroll and Waivers of Lien.
- Covington Drive/Brighton Drive sidewalk replacement – construction is complete; punch list and spring seed grow in period for lawn restorations to be completed in early 2019.
- Plan design and specifications for water and sewer extensions for 3 annexed properties on North Circle Avenue; routing to be determined based on obtaining right of access to the subject properties from existing Village utility terminus points.
- Old Town Parking Lot Reconstruction – Plans have been completed for a future letting. The letting schedule will be finalized following the grant funding document approval with DCEO (state funds) and DuPage County Storm Water Quality grant program.
- FEMA has issued its Letter of Final Determination for the new floodplain maps. Copies of the new maps and Flood Insurance Rate Study have been furnished by FEMA. The Village will need to adopt the new maps into the Stormwater Ordinance. The new effective date of for the revised FEMA maps will be August 1, 2019.
- Stormwater Basin Inspections/NPDES
 - Continuing the inspection of stormwater detention/retention basins to check on operability. Working with a few property owners to have work done to restore full functionality.
 - Retaining wall failure on the north edge of Circle Center to be repaired by property owner – need engineering plans and Spring construction schedule
 - MB Financial Bank on Army Trail Road – reminder notice sent about beaver dam on the property blocking drainage; Bank has trapper working to resolve the issue.
- Springfield Place Subdivision – incomplete subdivision improvements. Staff has been determining the incomplete work at the subdivision required under the Subdivision Improvement plans for this project. Bids to finish the road paving were included in the Village 2019 Street Improvement project. The LOC due to expire on May 7, 2019 has been extended by the bank thru May 2021.
- Bloomingdale Walk Subdivision – Pulte Homes model homes construction underway. A new road is being constructed just to the west of the model homes and will make additional home-sites pad ready for home construction.
- Springfield Pointe – Developer has indicated Spring construction start for Phase 2 homes. New subdivision improvement plans to be submitted for review.
- NICOR permit Springfield Drive – Work is on-going by the utility company and route conflicts between the new main and existing utilities are being cleared, with some minor changes to the NICOR main routing. Sidewalk restorations complete. Lawn restorations in Spring 2019.
- Resident Concerns
 - 168 Huron – concerns about:
 - Settlement of the lawn near a storm manhole (to be resolved by PW).
 - Settlement of the lawn around the buffalo box (to be resolved by PW).
 - 268 Hillandale – concerns about:
 - Settlement of the lawn around the buffalo box (to be resolved by PW).
 - Standing water on the sidewalk – sidewalk repairs to be included in 2019 Street Improvement program

- Courtesy walk brick pavers (private improvement) desired to be changed to concrete by the homeowner. Property owner expense.
 - 318 Brookdale – discussed sump pump extension with the homeowner to prevent recirculation of water from the sump pump discharge pipe back into the window well.
 - Low hanging wires over Old Gary Avenue – Comcast repair
 - 140 Fairfield Way – evaluating sump pump discharge upstream for possible relocation
- Plan reviews:
 - DuPage Machine Corp – engineering plans are approved but not released pending receipt of permit fees.
 - Grandbrier Senior Housing – engineering plans are approved but not released pending receipt of permit fees and the IDOT construction permit or the intersection improvement bond.
 - Woodman’s Plan review – engineering plans are approved but not released pending receipt of permit fees and Plat of Subdivision.
 - Four Seasons at Indian Lakes (K Hovnanian Developer) – plan reviews underway in advance of future public hearing on the developer’s proposal; April 16th Public Hearing.
 - St Andrews Church – site plan review for a storage garage; evaluating stormwater impact to the site.

6) Public Works

Attached please find the Public Works Newsletter which provides a summary of department activities for the month but the following are some significant projects they are working on:

- Water Reclamation Facility - Synagro is onsite removing grit from aeration tanks/digestors.
- Water Distribution - Bloomingdale Road Lift Station new panel is being installed.
- Forestry - Contractual tree pruning will be occurring. Trees have been tagged for the Spring tree planting program
- Streets - Pavement marking program award hopefully to begin in a week
- Spring cleanup is occurring around town.

7) Police

- The Bloomingdale Police Department was involved in a missing person/death investigation on 03-20-19 – 03-21-19. The missing person was found deceased in unincorporated DuPage County.
- Local Election – The department will have some (distant) Police presence at area School Polling places on 04-02-19.
- The Bloomingdale Police Department will have its Department photo taken on April 25th at the Scottish Rite facility.
- Senior Day Fair event on Friday, April 26th @ 0900-1200 hours at Medinah Shriners.
- Background Investigation still being conducted by Investigators for Police applicants.
- The Bloomingdale Police Department will be conducting a “Commercial Truck Detail” on 04-01-19. Checking for overweight, registration, and violations of truck route.