



# CITY MANAGER'S NEWSLETTER



Volume XXII, Issue 50

December 28, 2012

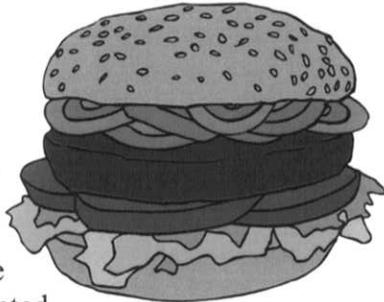
## **CARLISLE DRIVE DUPLEXES NEAR COMPLETION**



Three duplex buildings, containing a total of 6 residential apartment dwellings, are expected to be approved for occupancy

next week. Once building inspection staff have authorized the issuance of Certificates of Occupancy, the new homes will be turned over to Home of the Sparrow who will make them available to low and moderate income families. All site improvements, including sidewalks and site grading, have been completed.

## **BURGER KING UPGRADE COMPLETED**



Recent remodeling efforts at Burger King on South Eastwood Drive have been completed.

Accessibility improvements, new seating arrangements, and menu board enhancements have been installed. Exterior improvements, including new windows and modernized facade treatments have also been finished. Final inspections and a sign-off from **WFRD Fire Inspector Pat Burke** and **Building Inspectors Dan Streit, Rob Walkington, and John Bertram** occurred last Friday.

## **CHRISTMAS TREE COLLECTION**

The **Department of Public Works** will again offer free curbside collection of live Christmas trees for residents as a convenient and environmentally-friendly way to recycle your tree following the holidays. The collection of Christmas trees by Public Works staff will take place on the same day as your normal garbage collection. Discarded live Christmas trees should be placed in the parkway (that area between the street and the sidewalk) **by 7:00 AM on your regularly scheduled garbage day.**



The City's curbside Christmas tree collection will take place beginning January 2, 2013 and run through January 25, 2013. All live Christmas trees will be collected at the curb and processed through a brush chipper. Be sure that all ornaments, tinsel, lights, decorations, nails, buckets, bags, and stands are removed from the tree or it will not be picked up. Wreaths, roping, and other greens with wire cannot be picked up by the City, and they should be discarded with normal household waste for pickup by the refuse disposal company.

When placing your tree at the curb, please be sure that it is secure enough that it does not blow into the street creating a traffic hazard. No other trees or branches will be collected during this pickup program. City employees picking up the Christmas trees also participate in the snow and ice control activities, and as a result, winter storm events may delay tree collection. Please contact the Department of Public Works at 815-338-6118 or [pwdept@woodstockil.gov](mailto:pwdept@woodstockil.gov) if you have any questions about the program or if you need additional information.

### **IN THIS ISSUE...**

**2 City Offices Closed on January 1**

**3 BBall at Rec Department**

## **RECRUITMENT NEWS**

Welcome to **Jill May**, who has been offered the role of **LPT Office Assistant** in the **HR Department**, effective 1/2/13. As some of you know, Jill has been serving as an unpaid administrative volunteer at City Hall for the past few months and has proven to be a valuable asset to the HR Department. Jill holds both an MS in public services management, and a paralegal certificate, and has experience working with a number of non-profit associations. She will be assisting in the HR Department primarily on Tuesdays and Thursdays and we hope you will all stop by and say “hello!” at your earliest convenience.

As previously reported, the **Woodstock Police Department** welcomes their newest recruit next week as well. **Sharon Freund**, the premier candidate on the recently-posted Patrol Officer Eligibility List, reports for duty on 1/2/13, prior to heading off for the Academy on 1/7.

## **HEALTH & SAFETY MESSAGE: HOW TO LOVE YOUR STRESS**

There’s no question the holidays produce stress...whether it’s happy stress, or horrible stress, the pace of seasonal activities, and interaction with family members both near and far, can take a toll on even the most composed individuals. Sometimes we all need reminders to just “take a chill pill” and keep things in perspective, using the following simple steps:

- 1) Take some slow, deep breaths.
- 2) Go for a short walk.
- 3) Do some stretching.
- 4) Get regular exercise.
- 5) Make time each day for something you enjoy!

## **TIME TO GET ASSESSED: WELLNESS DAYS ARE APPROACHING!**

A friendly reminder coming right up in the New Year is that next week, on Thursday, 1/3, and the following week, on Tuesday, 1/8, the City is offering employees their convenient, no-charge annual health assessment opportunity, right here at City Hall on the 2<sup>nd</sup> floor.

Those who scheduled their appointments should have received email confirmations from Optum/Wellness Inc. with their specific time and date. Please remember these evaluations are based on FASTING blood draws, so no eating eight hours prior to your test. Drinking two glasses of water an hour before is highly recommended for best results.

Your assessment contact will provide a City of Woodstock “letter of understanding” which must be signed by the covered employee and returned to the **HR Department** immediately upon departure following testing. This will ensure the appropriate reductions in monthly health insurance premiums can be made, effective with the second pay period in January.

Please be sure to contact the **HR Department** with any questions or concerns. We look forward to another great Wellness Days evaluation experience for all interested employees!

## **CITY OFFICES CLOSED IN OBSERVANCE OF HOLIDAY**

In observance of New Year’s Day, all non-emergency City offices will be closed on Tuesday, January 1, 2013. Have a safe and happy New Year!





**REC DEPT OFFERS BBALL SKILLS SESSIONS OVER HOLIDAYS**

Pictured is a player in the **Rec Department's 3<sup>rd</sup> grade Developmental Basketball Program** participating in one of the thirty Skills Development sessions being offered over the holidays at the Rec Center.

With the schools closed during the holiday break, basketball supervisors are on hand at the Rec Center to teach fundamentals such as shooting, passing, rebounding, and defense to boys and girls in grades first through sixth.

The Skills Development sessions are being offered in the morning followed by a block of time reserved family time from noon to 2PM; then time for high school/college/adults to play pick-up basketball games from 2PM-6PM prior to the adult fitness classes in the evening.

**MEETINGS NEXT WEEK...**

Thursday, January 3-Library Board, Public Library,  
7:30PM





You are cordially invited to join Chief Robert Lowen at the Woodstock Police Department for coffee, conversation, and an informative program.

WPD Detective Sergeant Jeff Parsons and Patrol Sergeant Dan Wesolek will discuss Active Shooter Scenarios and how to recognize the potential for work place violence.

# Coffee with the Chief



Monday, January 14, 2013  
7:00 p.m. – 8:30 p.m.  
Woodstock Police Department  
656 Lake Avenue

For further information, please call  
Tamara Reed at 815-338-6787.