



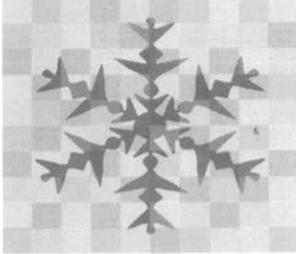
# CITY MANAGER'S NEWSLETTER



Volume XXII, Issue 41

October 19, 2012

## **FIRST SIGN THAT WINTER IS ON ITS WAY?**



**Parks Division employees** were busy with the annual winterization of water lines, drinking fountains, and irrigation systems this past week at the following locations: Prairie Ridge

Drive Park, the Aquatic Center, McConnell Road Park, Merryman Fields Park, Davis Road Park, Tara Drive Park, MaryAnn Street Park, Sesquicentennial Park and the Park in the Square. Beginning next week, crews will complete these same types of activities at Bates Park, and Emricson Park which will complete the process of protecting the City's infrastructure. If this work was not completed, these water systems would freeze over the winter season and require extensive repair and/or replacement each spring. Assuming favorable weather conditions next April, these systems will be re-energized and put back into service for the summer season.

## **RESURFACING CONTRACTOR ANNOUNCES EARLY MORNING START**

In order to avoid potential conflicts with downtown pedestrian and vehicular traffic, the City's MFT road paving contractor (Arrow Road Construction Co.) is scheduled to pave the following roads in the downtown area beginning at **3:00 A.M. on Monday**, October 22, 2012. Until the paving is complete, these roads will be closed to all local traffic except police emergency and fire vehicles.

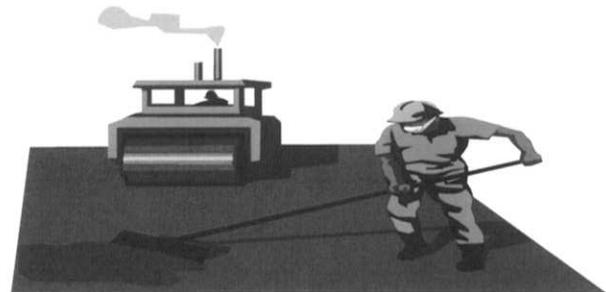
Dean Street – from South Street to Calhoun Street  
Calhoun Street – from Tryon Street to Dean Street  
Tryon Street - from South Street to Calhoun Street

It is anticipated that this work will be completed before 7:00 AM at which time these roads will be re-opened to all traffic. Contact the **Department of Public Works** at 815- 338-6118 with concerns and/or questions.

## **SAVE THE DATE FOR COFFEE WITH THE CHIEF**

On Monday, November 12, 2012 **Woodstock Police Department Detective George Kopulos** will present a program on *Synthetic Alternative Drugs*, a subject that has received a lot of attention in the media lately.

Coffee with the Chief is held from 7:00 PM to 8:30 PM in the WPD training room. All are welcome to attend. Save the date on your calendar and stop by to learn why bath salts and potpourri may not always be what they seem.



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

- 2 Library News**
- 3 Recruitment News**
- 4 Leaf Collection**
- 5 Day Care Request to Plan Commission**
- 6 CIP Process Begins**
- 7 Calhoun Street Closures**
- 8 Anniversaries/Sudoku**

## **LIBRARY NEWS**

### **Reading with Kalani**

Reading aloud is a great way for students to become better readers, and no one is a better listener than certified-therapy dog Kalani and his friends! Independent readers in Grades 1-5 are encouraged to bring a book and read aloud for 15-minutes to a patient, furry friend in a no-pressure environment. The event is on Saturday, October 20 from 10:00-11:30AM, Please call 815-338-0542 or email (library@woodstockil.gov) for more details.

### **Illustrator Program: Tom Willcockson & Twelve Moons: A Year with the Sauk and the Meskwaki**

Have you ever wondered what life was like for the native people who populated this part of the country many moons ago? Woodstock artist, cartographer, and book creator Tom Willcockson will be at the Woodstock Public Library on Tuesday, October 23 at 7PM to discuss and sign copies of this recently released illustrated book *Twelve Moons: A Year with the Sauk and the Meskwaki, 1817-1818*.

Tom will share his in-depth research and painstaking illustration techniques that provide great insight into the daily lives of these overlooked Midwestern tribes. Join us to discuss how these hard-working families hunted, trapped, farmed, mined and traveled, keeping their ancient traditions and celebrations alive, always in balance with the area's abundant natural resources and the ever-changing seasons.



### **Friends Used Bookstore**



Having to tighten your budget a little more? The Friends of Woodstock Public Library's Used Bookstore is a great place to save money. Most hardcovers & trade paperbacks are just \$1, regular paperbacks cost \$.50. No room on your bookcase? Donate your gently used books to the library and we will use them in our sale or to replace worn-out copies of library books.

## **PLAN COMMISSION TO REVIEW INTERNET TOWER FOR STAN'S OFFICE TECHNOLOGIES**

On Thursday, October 25, 2012 the Plan Commission will review a request by Stan's Office Technologies at 1375 South Eastwood Drive to install a 120 foot tall internet transmitting tower at the rear of its property. In order to build the tower, the City is required to issue a special use permit and to hold a public hearing on the request. If approved, the tower will allow Stan's to provide quicker and more efficient internet access and service to its customers, and will enable Stan's to avoid being dependent on towers owned by other entities in order to provide internet access. The hearing will begin at 7:00PM in the City Hall Council Chambers and is open to the public.

## **PARKS EMPLOYEES ATTEND ILLINOIS ARBORIST ASSOCIATION SEMINAR**

Parks Division Foreman John Mecklenburg and Forestry Technician Pat O'Leary attended a seminar this past Wednesday sponsored by the Illinois Arborist Association. This seminar was geared to the professionals in the work place for care and updating maintenance procedures in the tree care industry. Items covered during this informative seminar included Using GIS in Managing Urban Forestry, Issues facing the Oak & Maple tree populations, Using a Gravel Base to Facilitate Urban Tree Planting, Common Stresses on Trees and Woody Plants, Native Trees for the Urban Landscape, and Tree Maintenance around Power Lines. The subjects presented at this seminar that can be applied to work here in the City, will be incorporated into the daily work activity as it relates to the care of trees planted on public property whether that is in the right of way, park system, downtown landscape areas, public parking lots, or around municipal facilities.

## **RECRUITMENT NEWS**

Recruitment for the following positions remain posted:

### **CITY MANAGER**

Woodstock, an established, charming historic community of just less than 25,000, located 55 miles northwest of Chicago on Metra rail, seeks an experienced professional to serve as our next City Manager.

The City is governed by a Mayor and six City Council members who are elected at large on a nonpartisan basis for staggered four-year terms. The City of Woodstock operates under the statutory Council-Manager form of government. The position serves as the administrative head of the municipal government to manage, oversee, provide leadership for and ensure efficient operation of all City services including, but not limited to, Public Works, Finance, HR and Administration, Police, Recreation, Opera House, Community and Economic Development, and the Library.

Minimum qualifications: Master's degree in Public Administration, Business Administration, or a related field, a minimum of ten (10) years progressively responsible city government management experience or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Solid communication, leadership, team building, and long range economic development, financial, and strategic planning skills are required. The position provides an excellent benefits package with a starting salary of \$140,000+ depending upon experience and qualifications. Residency within Woodstock is not required.

A position profile and required application materials may be obtained at: [www.woodstockil.gov](http://www.woodstockil.gov) under Employment Opportunities. If unable to download, materials may also be requested via email: [dschober@woodstockil.gov](mailto:dschober@woodstockil.gov).

Those interested and qualified, should apply at once, in confidence, with a completed job application, cover letter, résumé, five (5) professional references, and salary history to:

Deborah Schober, MS, SPHR  
Human Resources Director  
City of Woodstock  
121 W. Calhoun Street  
Woodstock, Illinois 60098  
Email: [dschober@woodstockil.gov](mailto:dschober@woodstockil.gov)  
Phone: (815) 338-1172

Application materials will be accepted until Wed., November 1, 2012, 5:00 PM. Application materials may be returned by mail, email or submitted in person. The City reserves the right to select only the most qualified applicants for an interview. EOE.

The recruitment for Public Works Director remains posted and available for application through October 30, 2012.

The recruitment for Library Director remains available for application through the independent firm of John Keister & Assoc., with information at [www.johnkeister.com/library/woodstock/](http://www.johnkeister.com/library/woodstock/).

Interviews were held this week with 5 candidates for seasonal temporary **Leaf Crew**. Chosen candidates will start next Monday, 10/22, working full days for 4 weeks.

All Woodstock residents, including any City of Woodstock employees, are encouraged to get out there this weekend and rake their leaves to the curb in preparation for the **Leaf Crew** making their annual visit very soon!

## **LEAF COLLECTION**

The **Department of Public Works** collects bulk leaves curbside during a four-week period in the fall. Although we cannot guarantee that each and every leaf will be collected during this time, we do collect the majority of the leaves and residents are asked to rake loose leaves to the parkway for collection but should NOT rake leaves into the street. Leaves that have been raked into the street can plug storm sewer intakes and cause unnecessary flooding during rain events. Leaf collection will begin on Monday, October 22 and, *weather permitting*, will include the following schedule:

- Monday, October 22 Leaves will be collected from all streets north of the railroad tracks during the week of October 22. Residents in this area must have their leaves raked to the parkway by 7:00 AM on Monday, October 22.
- Monday, Oct. 29 Leaves will be collected from all streets south of the railroad tracks during the week of October 29. Residents in this area must have their leaves raked to the parkway by 7:00 AM on Monday, October 29.
- Monday, Nov.5 Weather permitting, the final collection from all streets north of the railroad tracks will be made during the week of November 5. Residents in this area must have their leaves raked to the parkway by 7:00 AM on Monday, November 5.
- Monday, Nov. 12 Weather permitting the final collection from all streets south of the railroad tracks will be made during the week of November 12. Residents in this area must have their leaves raked to the parkway by 7:00AM on Monday, November 12.

If you would like the City to collect leaves at your property, it is very important that you have the leaves raked to the parkway on these specific dates. **No vehicles should be parked on the street within twenty (20) feet of any leaf pile.** Residents who prefer to bag their leaves for collection may call the Public Works Office at 338-6118 to request pickup. Leaves must be placed in paper bags only. The bulk collection of leaves along state highways can be dangerous for the leaf collection crews, and residents along Route 47 and Route 120 are encouraged to bag their leaves and phone the Public Works Office for collection. This, however, is only a request and is not mandatory.

Once the scheduled bulk collection is completed, there is a possibility that the Department of Public Works will continue to collect bagged leaves the following week. Contact Public Works at 815-338-6118 for more information.



### **CHILD DAY CARE REQUEST GOES TO PLAN COMMISSION**

A request for a child day care center at 450-460 South Eastwood Drive, the site of a current laundry and a former restaurant, will be considered by the Plan Commission on October 25, 2012. The request will be to amend the Unified Development Ordinance to allow child day care facilities as a special use in shopping center districts and then to approve a day care special use at this location. The day care center is intended to be managed and operated by Safari Day Care which has several similar sites throughout northeastern Illinois.



### **OCTOBER'S FOX VALLEY OPERATORS ASSOCIATION (FVOA) MEETING HELD IN WOODSTOCK**

The monthly meeting of the FVOA was held at the McHenry County Soil & Water Conservation District on Dean Street. The FVOA is a professional group of wastewater treatment operators that meet monthly to discuss various aspects involving wastewater treatment, maintenance, and EPA regulations. This month the City of Woodstock hosted the meeting which featured a speaker presenting a workshop about the basics of cathodic protection, ductile iron protective measures, and wastewater components. The presentation focused upon a topic that is familiar to most plant operators; the aspects of corrosion and how to prevent it. **Wastewater Treatment Employees Anne George, Henry Vidales, Adam Sheahan, Tim Maynard, and Wayne Baker** attended the workshop. After the meeting, a tour of the **Northside Wastewater Treatment Facility** was provided to a group of twenty Fox Valley members. Hosting the FVOA meeting provides networking and educational opportunities which is invaluable to participants since we all face similar issues and problems operating, maintaining, and managing wastewater Treatment Facilities.

### **WEATHER COOPERATING FOR FALL GOLF CLASSES**

This year's **Recreation Department** *golf classes* held at the Boone Creek Learning Center were treated to great weather. This fall's 6 – 14 year old class, which was held on Mondays from 5:30–6:30 PM, had four participants with six participants in the Wednesday Adult class held from 5:30–7:00 PM. Both sessions started the last week in September and went through October 17.

The next session of golf lessons will start in April. Information will be in the Winter/Spring City Scene that will be mailed out the last week in December.



### **RECRUITMENT NEWS**

**Kevin Schmidt, Heavy Equipment Operator/Parks**, has announced his resignation effective October 25, 2012. Current qualified **Public Works Department** employees may apply for this Internal Opportunity until Monday, October 30, 2012. Employees should have 3-5 years of maintenance worker experience and active CDLs with good driving record. Applicants should provide a Letter of Interest citing qualifications for the position of Heavy Equipment Operator/Parks and reasons why he or she is interested in this opportunity, along with a current resume, to the **HR Department** by the stated deadline.

## **NEW ACCOUNTING/HR SYSTEM INSTALLED**



This week, the City replaced all of the computers in the **Finance** and **HR Departments** to prepare for the upgrade to the City's existing accounting/human resources software. MSI personnel completed the software upgrade on Thursday. As part of the conversion, the City will also be implementing online access to water/sewer billing information and allow online payments for residents' water/sewer bills using debit/credit cards. **Thanks to Ruth Ann Lieb** for staying late to balance the drawer, and **Dan McElmeel** and **Alex Stelford** for installing the new computers after hours. In addition, thanks to the Finance and HR team members for all of their efforts and patience during the software upgrade that lead to the completion of a successful system migration.

## **CAPITAL IMPROVEMENT PROGRAM BEGINS**

The instructions for the development of the City's FY13/14 CIP Program have been distributed to all departments this week. In addition, copies of these instructions have also been provided to the Mayor and City Council as well as the Plan Commission, Transportation Commission and Parks and Recreation Commission. The City's FY12/13 CIP Program identified over \$51.0 million in public improvements for the five-year period. The quantity and dollar value for project requests are expected to continue to increase in the upcoming FY13/14 CIP submittals as funding remains at a premium, impacted by the decline in new housing and other CIP-related revenues.

## **ALL-STAR BASKETBALL DRIBBLING ALONG**

The first session of the *All-Star Basketball* camps is underway with 27 kids participating in two classes that meet on Monday afternoon/evening at the **Rec Center**. The camps, under the direction of **Woodstock Recreation Department Director Dave Zinnen**, are designed to prepare young basketball players for the upcoming season by teaching fundamentals such as dribbling, passing, shooting, rebounding and defense, along with an introduction to the rules and scrimmaging.

The second session of camps will run from October 29 – November 26. The fee is \$25 for residents and \$38 for non-residents for the K-2 grade class and \$35 for residents and \$45 for non-residents for the 3 – 6 grade class.

The K-2<sup>nd</sup> grade program runs from 4:00 – 5:00PM followed by the 3 – 6<sup>th</sup> grade program from 5:00 – 6:30PM at the Rec Center gym.

Registration is still available for both camps.



## **MEETINGS NEXT WEEK...**

Thursday, October 25-Plan Commission, 7PM,  
Council Chambers

**HEALTH & SAFETY MESSAGE:  
FABULOUS FOODS FOR LONG LIFE**

We all know the kinds of foods that truly have a negative effect on our longevity and state of health: high fat, chemical-laden preserved meats, and heavily-processed sugar-based cereals and baked goods, immediately spring to mind.

When it comes to eating the most beneficial foods, the ones that are actually proven to reduce illness and extend our lives, the rule of thumb is: keep it simple. Here's a list of foods that require very little preparation, are known to be chock full of energy and will give a big boost to your immune system as well:

- milk—calcium keeps bones strong, reducing fractures
- watermelon—filled with amino acids that help with weight reduction
- oatmeal—high fiber and complex carbohydrates keep us fuller, longer
- eggs—tremendous protein fuel for snacks or meals
- greek yogurt—maximum combination of protein and calcium together
- air popped popcorn—satisfying snack crunch, along with fiber and antioxidants
- water—curbs appetite and provides energy with zero calories
- raspberries, cherries and blueberries—great healthy alternative sweeteners
- black beans and lentils—inexpensive protein and fiber sources
- salmon—grilled, baked or pan-seared, it's a powerhouse of Omega-3 fatty acids

**CALHOUN STREET TO BE TEMPORARILY  
CLOSED FOR WRFD TRAINING**

In cooperation with the Woodstock Fire/Rescue District (WFRD), the City has granted permission to close Calhoun Street between Throop Street and Johnson each weekday morning for a period of two weeks from 6:30 AM – 8:00 AM. The closure will begin on Monday, October 22 and the last planned closure date will be Friday, November 2. The closure is necessary for the completion of Physical Fitness Assessments of WFRD personnel. The road closure will not be in effect on Saturday or Sunday. During the closure, motorists exiting the square from Johnson will only be permitted to take a left turn. The Dean/Calhoun Street lot will remain in service throughout the training event. Please contact the **Department of Public Works** at 815-338-6887 if you have any questions or if you need additional information.



**QUOTE**

"Rules cannot take the place of character."

Alan Greenspan



**EMPLOYEE ANNIVERSARIES FOR THE WEEKS OF OCTOBER 14<sup>TH</sup> – OCTOBER 27<sup>TH</sup>**

Please stop by and congratulate the following employees on their anniversaries with the City.

Employee	Department	Day	# of Years
Maria Yesenia Carreno	Police	October 17 <sup>th</sup>	7 Years
Charles Vorderer	Police	October 19 <sup>th</sup>	7 Years
Donovan Day	Community & Economic Development	October 24 <sup>th</sup>	7 Years

A special thank you to these employees for their tireless efforts and commitment to excellence, which makes the City of Woodstock a wonderful place to work and raise a family, as well as for all of the future years of service still to come.

**SUDOKU PUZZLE**

Sudoku is the number placing game taking the world by storm. The rules of Sudoku are simple. Enter digits from 1 to 9 into the blank spaces. Every row must contain one of each digit. So must every column, as must every 3x3 square. Each Sudoku has a unique solution that can be reached logically without guessing.

**This Week's Puzzle!**

	8							
	6	1				4		5
7		5			6	1		3
9		8	4			7		
		2	7		1	9		
		7			8	5		6
3		6	2			8		4
5		4				2	6	
							5	

**Solution: Last Week's Puzzle**

5	2	6	8	1	4	7	9	3
8	9	7	2	3	6	1	4	5
4	1	3	5	9	7	6	8	2
3	8	9	4	2	1	5	7	6
7	5	2	6	8	3	4	1	9
1	6	4	9	7	5	3	2	8
2	7	1	3	6	8	9	5	4
6	4	8	7	5	9	2	3	1
9	3	5	1	4	2	8	6	7



**CARE4**  
breast cancer  
5K run/walk

Bring your family & friends out this Sunday morning, 10/21/12, for a great event to benefit a worthy cause.

"The CARE 4 Breast Cancer 5K RUN/WALK is a race held annually to benefit the women of McHenry County by providing Breast Cancer Care through The Family Health Partnership Clinic. All proceeds from the Care 4 5K Run/Walk go to the Family Health Partnership Clinic's Breast Cancer Fund and support the women of McHenry County:

- a) Increase public awareness of breast cancer issues in McHenry County.
- b) Improve access to screening and treatment resources for women in McHenry County.
- c) Provide greater access to mammograms for women in McHenry County.

ALL FUNDS STAY LOCAL!"

The event is located at Woodstock North High School 3000 Raffel Road in Woodstock.

"The entire course is on the street surfaces of Woodstock along Raffel Road and within the Sonata and Sweetwater Subdivisions."

If you're unable to attend this year's event, but you wish to donate, simply go to their website [www.hpclinic.org](http://www.hpclinic.org) click on the Care 4 breast cancer *icon*; then click on GENERAL DONATION.

For further information, go to their website [www.hpclinic.org](http://www.hpclinic.org)