



# **BOARD BRIEFS**

**WEEKLY UPDATE FROM THE  
VILLAGE ADMINISTRATOR**

**2024 VOLUME 41  
WEEK OF NOV 18**

**The Police Department recorded 39 calls for service and wrote 6 incident reports. They made 1 arrest and issued 9 citations and warnings. On 11/22, 11/23, and 11/24, School Resource Officer (SRO) Spelman will be attending a school safety-related conference in Chicago with members of the Winnebago School District. His attendance is funded by the school district.**

**POLICE**

**The Treasurer attended the IMTA conference, where topics included funding capital projects, budgeting, debt and bonds, TIF 101, and other municipal finance topics, as well as networking with other municipal treasurers. The Deputy Clerk prepared for next week's CoW meeting, handled all election filing duties following the Tuesday deadline. The front office oversaw the preparation of water bills for next week. The Village Administrator worked on 2025 budget preparations, collaborated with the Director of Public Works and the Village Attorney to resolve issues with Silo Communications for their ROW work, and continued to work with First Midwest on their proposed Starbucks development. The Village Administrator also began making contact with individuals to participate in the upcoming Strategic Planning Focus Groups.**

**OFFICE STAFF**

**Public Works completed daily rounds as per IEPA requirements for 6 deep water wells, including data recording and water treatment measures. They completed their final mowing circuit for the season and 2 trash circuits, along with routine wellhouse cleaning and maintenance. The team worked with the office to finalize meter topper swap outs, hung over 20 door hangers for meter change-out needs, and coordinated additional off-hour shifts to complete the project. They cold patched, completed 10 Julie locates for the upcoming fiber network, and replaced 8 meter toppers. Public Works worked with Winnebago County on finalizing the 16" water main extension, water tower cleanout, and mixer installation project. They also winterized all public works buildings, upfitted the UTV with a snowplow, and began Christmas decoration preparations. Additionally, they worked on winterizing heavy equipment by installing snowplows, replacing cutting edges, adjusting, and maintaining salt spreaders. The team worked with WCUSD 323 on parking expansions and a conceptual transportation building and parking improvement project. They also worked with Silo Communications and their attorneys regarding a ROW permit for the fiber network.**

**PUBLIC WORKS**