



W E S T C H I C A G O
CITY BULLETIN

MARCH 2023



ADMINISTRATOR'S MESSAGE

Dear City of West Chicago staff:

As the winter months come to an end and we enter the season of renewal, I am pleased to welcome you to spring.

This past year has presented many challenges, but I am proud of how we, as a team, have navigated through them. Your dedication, hard work, and commitment to our city have been essential in ensuring that we continue to provide excellent services to our citizens.

Over the past few months, we have welcomed several new hires and promotions, with only a few retirements. With these recent additions, we are almost fully staffed as an organization, which is a significant accomplishment. We have also experienced multiple promotions and work anniversaries, highlighting our employees' commitment to growing as part of the team within the organization.

Moving forward into spring, I am excited about the opportunities ahead of us. This is a chance for us to start anew, re-evaluate our goals, and set new targets. We can use this season as an opportunity to renew our focus on providing the best possible service to our community.

I encourage you to embrace the warmer weather, longer days, and blooming plant life. Taking care of our mental and physical health is essential, and being outdoors and active is an excellent way to do so.

In conclusion, I am grateful for your continued dedication to our city and for your hard work. I look forward to seeing what we can achieve together this spring season.

Sincerely,

Michael Guttman, City Administrator



Q U A R T E R L Y QUOTABLES

"And in the end, it's not the years in your life that counts.

It's the life in your years."

- Abraham Lincoln



YOUR HEALTH & WELLNESS

Corporate Fitness Membership Now Available to All City Staff



All City employees are now eligible to sign up for a fitness center membership at a reduced corporate rate at the West Chicago Park District's ARC Center. Classic membership is \$10 per month, and Elite membership is \$30. Additionally, all staff are also eligible to receive a 50% reimbursement incentive through 2023 that is paid directly to the employee, which brings the final cost of membership to \$5 or \$15 per month.

To participate, staff need only identify themselves as City of West Chicago employees, and sign up for a no-contract corporate membership of choice at the ARC Center at 201 National Street. To receive the additional 50% reimbursement incentive, staff may bring their receipt of transaction to the Human Resources office to redeem their reimbursement.

The ARC Center is a modern fitness facility offering 8,000 square feet of elliptical machines and treadmills, cross-fit equipment, free weights, an indoor walking/running track, open gyms, fitness classes, childcare and more.

Regular exercise has many benefits to your overall long-term health. The City is supportive of health and wellness efforts by encouraging preventative care, offering wellness benefits and discounts through City insurance carriers, and by providing voluntary wellness activities and programs as resources allow.

Contact Human Resources or view the promotional flyer for the program for more information.



FITNESS YOUR WAY!

As low as
\$10 /mo

You work hard for us, let us work hard for you! The City of West Chicago has partnered with the West Chicago Park District to provide employees with a discounted fitness membership! ARC Center Fitness offers the best fitness value around with close, community-focused programs.

Did you know?

ARC Center Fitness offers over 8,000 square feet of fitness, including:

- Free Weights
- Walking/Running Track
- Ellipticals & Treadmills
- Cross-fit Equipment
- And MORE!

Classic Membership Includes

- Fitness Center
- Open Gym and Track Usage
- Discounted Rates on Select Fitness Programs
- Locker Room / Showers

Elite Membership has all of the above, plus:

- ARC Childcare
- Splash Pass to Turtle Splash Water Park
- Unlimited Fitness Classes

BONUS: With an elite membership, **CHILDCARE IS FREE!** Children are supervised by staff in a fun environment throughout different areas of the ARC Center. This is the perfect way for parents to take a break, workout, run errands, or even do some shopping!

ARC Center Fitness

201 W. National Street
West Chicago, IL 60185

Hours of Operation

Mon - Thurs	5:30am - 9:00pm
Fri	5:30am - 7:00pm
Sat - Sun	7:00am - 7:00pm

Monthly Rates

\$10	\$30
Classic	Elite

Proof of employment required. (ID or paystub)

To Get Started...

Visit the ARC Center's Customer Service desk and provide proof of employment via ID or paystub to sign up today!



Take a Walk & Win Some Prizes

Win prizes by participating in the City's Spring Wellness Walks Photo Challenge

Spring is around the corner, and it is a great time of year to reintroduce an outdoor walking routine. Did you know that besides the well-publicized physical health benefits, that walking outdoors also has several mental health benefits? Exposure to the outdoors, even in urban environments, has been linked to benefits such as improved attention, lower stress, and enhanced memory. To encourage this wellness supporting behavior, the City is hosting an employee Photo Walk Challenge.

How to Participate

Whether wandering West Chicago on lunch or strolling your own city over the weekend, take photos of your adventurous sights and submit up to five images to be considered for the challenge. Submissions will be judged in two categories: West Chicago photos and non-West Chicago photos. Winners in each category

will receive a \$25 gift card, and all West Chicago photo participants will receive a piece of *WeGo Wear*.

Participation in this wellness activity is voluntary and all employees are encouraged to take the opportunity to connect with nature, snag some great prizes, and help grow our collection of community photos!

Contest Rules

Submit up to five walking photos by Wednesday, May 31 to communications@westchicago.org. When submitting the photos, please note the location where the photos were taken and make sure photo content is work appropriate.

Photo Walk Challenge participants understand, accept and grant permission that their submissions may be used as part of municipal communications.

Volunteers Needed for Trails Clean-up Event on April 29



Volunteers are needed to help with the cleanup of the Great Western Trails and the Illinois Prairie Path that is scheduled for Saturday, April 29 in honor of Earth Day.

Volunteers will be needed beginning at approximately 9 a.m. Participants are asked to bring work gloves and garbage bags, along with friends and family, to pick up litter along the trails.

The Friends of the Great Western Trails regularly schedules this trail cleanup event annually with the goal of cleaning all the trails, including both sections of the Great Western Trail from Villa Park to Sycamore.

If interested in volunteering, please contact Don Kirchenberg at frndsgrtwstntrl@aol.com.



HUMAN RESOURCES ANNOUNCEMENTS

City's Open Enrollment Begins May 15

The City's Open Enrollment window begins Monday, May 15, and closes on Friday, May 26. Any changes that staff wish to make to their benefit plans must be completed during this time. If you are not making any changes, your current coverage will roll forward.

As part of Open Enrollment, employees will have an opportunity to complete each of the following: evaluate current benefit elections; ask questions; add or remove eligible dependents; consider changes for the new plan year; waive coverage; and confirm that all of your benefit information is up to date.

Regardless of making any changes, staff members are encouraged to verify that their emergency contact, address and beneficiary information are all up to date during this time.

If participating in a Health Care or Dependent Care Flexible Spending Account in the new plan year, the IRS requires participants to actively re-enroll each year. FSA elections forms will be available during the Open Enrollment period.

Please contact Human Resources if you have any questions or would like to discuss your benefit options.

Share Your Suggestions & Earn \$100

Maintaining a safety-first culture is a shared commitment and the Safety Committee welcomes your ideas on how to improve safety and risk management. Simply describe an idea or procedure not currently in place that may eliminate or prevent potential hazards and aid in the safety of our employees and residents.

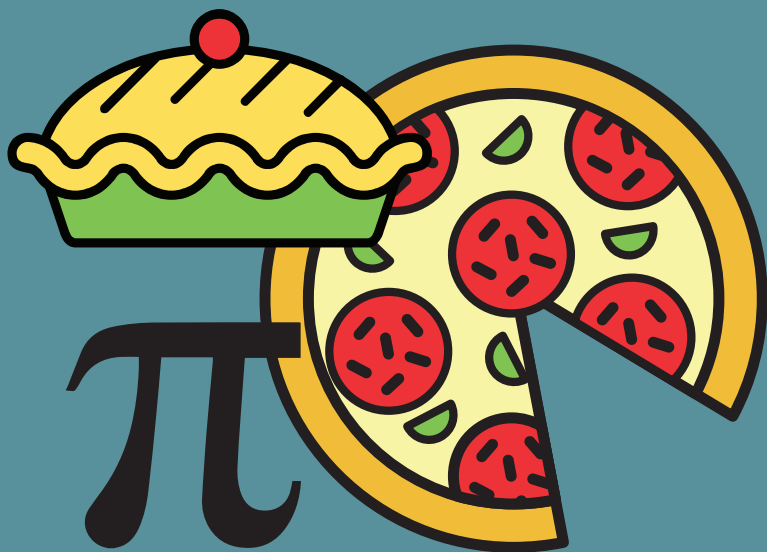
The Safety Committee will award \$100 to the best suggestion twice a year, in July and December. Contact Human Resources to submit your suggestion or if you have any program questions.

Remember, if you encounter a situation that requires immediate action to prevent danger or hazards, please notify your supervisor for immediate correction. If you see something, say something.

Let's work together to make our workplace even safer!

Please note, safety Committee members and Department Heads are not eligible to receive a prize.

Celebrate 'Pi Day' with Pizza & Pies on Tuesday, March 14



Please join us in celebrating the mathematical constant π , which represents the ratio of a circle's circumference to its diameter, on Tuesday, March 14. To commemorate this special day, we are hosting a Pi Day luncheon and potluck from 11:45 a.m. to 1 p.m. You can choose from a variety of sweet and savory options at our pie buffet, including apple, chocolate crème, pizza pie, and more.

We hope to see you at one of the following locations: City Hall, Police Station, or Water Plant. Let's come together to celebrate this wonderful mathematical constant and indulge in some delicious pies!

For event questions, please contact Assistant City Administrator Tia Messino at tmessino@westchicago.org.

City Staff Announcements

New Hires

- Tia Messino, Assistant City Administrator
- Diana Soltess, Assistant Finance Director
- Joseph Guerra, Lateral Hire Police Officer
- Gerardo Solis, Lateral Hire Police Officer
- Matthew Lukaszek, Lateral Hire Police Officer

Promotions

- Nikki Giles was promoted from the Interim Finance Director ((and previously Assistant Administrative Services Director) to the Finance Director on January 15, 2023.
- Ryan Perry was promoted from Police Officer to Police Sergeant on January 15, 2023.

- Yahaira Bautista was promoted from Administrative Assistant to Police Records Supervisor on January 29, 2023.

Work Anniversaries

25 Years of Service

- Mark Harvel, Public Works Department (March 9, 1998)

15 Years of Service

- Andrew Alaniz, Police Department (January 3, 2008)

10 Years of Service

- Steven Pertzborn, Community Development (January 28, 2013)

5 Years of Service

- Derek Mielke, Police Department (January 2, 2018)
- Dustin Saville, Public Works Department (February 20, 2018)

1 Year of Service

- Daniel Peck, Administration Department (January 3, 2022)
- Stephen Trevino, Police Department (March 21, 2022)
- Steve Castro, Police Department (March 24, 2022)

Retirements

- Officer Michael Zepeda retired on February 26, 2023 after 28 years of service.
- Police Officer Donald Landbo retired on February 24, 2023 after 27 years of service.
- Police Sergeant Jose Gaztambide retired on February 11, 2023 after 20 years of service.



WEST CHICAGO UPDATES

City Welcomes New Team Members

In the beginning of 2023, the organization welcomed two new staff members, Tia Messino and Diana Soltess, to fill vacant positions resulting from a recent promotion in the Finance Department and a newly created position in the Administration Department. The City is thrilled to have them both join the West Chicago team and looks forward to their contributions, as their talents will undoubtedly become a great asset to the team and the community.

Assistant City Administrator, Tia Messino



The City welcomed Tia Messino as its Assistant City Administrator on Monday, January 23.

Prior to joining the City of West Chicago's Administration Department, she held multiple positions with the Village of Carol Stream including working

as a Public Works Management Analyst and most recently serving as the Assistant to the Village Manager. In addition to her roles at the Village of Carol Stream, Tia also worked as an Administrative Intern for the Village of Hoffman Estates.

Apart from her more than ten years of diverse experience, Tia has a Bachelor of Science Degree in Political Science and a Masters of Public Administration Degree from Northern Illinois University.

In her new role, Tia will serve as a key member of the City's leadership team and will be tasked with fostering partnerships while leveraging her skills and abilities to assist the Administration Department and the human resources, GIS, and IT staff.

Tia enjoys spending time with her family and friends,

along with her two cats, Max and Rambo. In addition, she is an avid fan of the Marvel Universe characters, and likes spending free time working on interior design projects with her husband in their new home in West Chicago.

Assistant Finance Director, Diana Soltess



The City welcomed Diana Soltess to the position of Assistant Finance Director on Tuesday, February 14. Diana will assume the role left vacant due to Nikki Giles recent promotion to Finance Director.

Soltess has a Bachelor of Arts degree in Liberal Arts & Sciences, with a major in Speech Communications from the University of Illinois Urbana-Champaign, and a Master of Science Degree from Northwestern University's Integrated Marketing Advertising Communications (IMAC) program.

Diana specialized in Corporate Public Relations, and also has more than 15 years of public-sector experience working in a similar role as Wheaton Sanitary District's Administrative Services Director.

In her new role, Diana will serve as part of the City's Finance Department under the direction of the Finance Director. She will be responsible for overseeing the daily operations of the Department, as well as a variety of other supervisory and technical tasks.

Diana enjoys spending time with her extensive family, helping at her church including having been a youth minister for the last 17 years, assisting with community projects, doing art and home renovation projects, travel, reading, and watching movies.

Transfer Station Siting Application Review Process Concludes; Council Grants Siting Approval to Applicant

On Tuesday, February 28, 2023, the West Chicago City Council conditionally approved the Application for Local Siting Approval for Lakeshore Recycling Systems, LLC (LRS), for a new municipal waste transfer station in West Chicago.

Transfer Station Review Process Background

On Friday, September 16, 2022, the City received an initial formal siting approval application from LRS for the construction and eventual operation of a waste transfer station at its current property at 1655 Powis Road.

As part of the siting and application process, the City was required to hold at least one public hearing date. The City held the Public Hearing on seven dates from Tuesday, January 3, 2023 through Thursday, January 19, 2023. At the end, and for 30 days thereafter, public comment was received, which was included as part of the Hearing Record.

After the Public Comment Period ended, the Hearing Officer issued a written recommendation to the City Council that the City grant siting approval as the contents in the Application met the nine siting criteria listed within the Illinois Environmental Protection Act if certain conditions are met.

Subsequently, the City Council held a Special Meeting to discuss legal issues with its Special Counsel and to consider the record including the evidence and testimony presented in the public hearings. The City Council's role in the process was to solely make a decision on whether the criteria was met, and was not able to simply state that it does not want a transfer station within the City limits.

It was determined by the City Council that the criteria was met, and during the Special Meeting on February 28, the Council announced the approval of the request for local siting through a written decision.

Staff can learn more about the transfer station and the City's role in the process by visiting the City's website at westchicago.org/transferstation.

Let the Good Times Bloom

Come Out for Blooming Fest on Saturday, May 20

The City's Blooming Fest event returns Saturday, May 20 from 9 a.m. to 3 p.m. in the City's downtown area. This annual event is the official welcoming committee to spring, and features a large plant sale along with a variety of food and craft vendors along with live entertainment.

This event is fun for all ages and all City staff members are welcome to come out for a spring day with their family and friends to enjoy the downtown area in the community they serve.

Visit westchicago.org/bloomingfest for more information.

WEST CHICAGO
blooming
FEST

SATURDAY, MAY 20 | 9AM - 3PM