

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

NOTICE

PUBLIC AFFAIRS COMMITTEE

Monday, February 28, 2022
7:00 P.M. – Council Chambers

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Public Affairs Committee of January 24, 2022
3. Public Participation / Presentations
 - A. Educare West Dupage – Alana Ferry
4. Items for Consent
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
 - A. West Chicago Police Department Monthly Reports
 - B. SAFE-T Act Implementation
 - C. FY2021 – Phalen Consulting, Inc.
 - D. FY2021 – People Made Visible
9. Adjournment

MINUTES

PUBLIC AFFAIRS COMMITTEE

Monday, January 24, 2022 7:00 P.M.

1. Call to Order, Roll Call, and Establishment of a Quorum.

Chairman Chassee called the meeting to order at 7:00pm. Roll Call found Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short.

Alderman Jakabcsin were not in attendance.

2. Approval of Minutes.

A. Public Affairs Committee Minutes of October 25, 2021. Alderman Swiatek made a motion, seconded by Alderman Hallett to approve the minutes of the Public Affairs Committee meeting. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

3. Public Participation / Presentations.

A. Educare West DuPage – Alana Ferry gave a presentation on some safety issues with traffic that they would like to resolve before opening.

4. Items for Consent.

A. Blooming Fest – Alderman Birch Ferguson made a motion, seconded by Alderman Brown to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

B. Fireworks at Summer Festival – Committee gave direction to staff to have the fireworks in conjunction with Railroad Days and increase the budget for fireworks. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

C. Pro-Life March - Alderman Birch Ferguson made a motion, seconded by Alderman Brown to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

D. 2022 Railroad Days – Chairman Chassee suggested that as part of this contract that the City will contract directly with the firework provision and coordinate that with the Chamber as opposed to giving that budget item to the Chamber. This revision will

be made before sending to City Council for approval. Alderman Birch Ferguson made a motion, seconded by Alderman Swiatek to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

5. Items for Discussion.

A. Food Festival - Committee gave direction to staff to change the time for the venue. Voting Aye: Chairman Chassee, Alderman Brown, Hallett, Birch Ferguson, Swiatek and Short. Voting Nay: 0. Motion carried.

B. Educare West DuPage – Chief Fleury gave different options for a better flow of traffic for crossing and drop off sites. Chairman Chassee recommended for staff to continue working for safer options.

6. Unfinished Business.

7. New Business.

8. Reports from Staff.

A. West Chicago Police Department Monthly Report.

B. MID 2021 Final Report.

9. Adjournment. Alderman Hallett made a motion to adjourn, seconded by Alderman Birch Ferguson. The motion was approved by voice vote, and the meeting adjourned at approximately 7:51pm.

Respectfully submitted,

Yahaira Bautista

Administrative Assistant to Chief of Police

West Chicago Police Department

Item # 8.A.

WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT



JANUARY 2022
Colin Fleury, Chief of Police

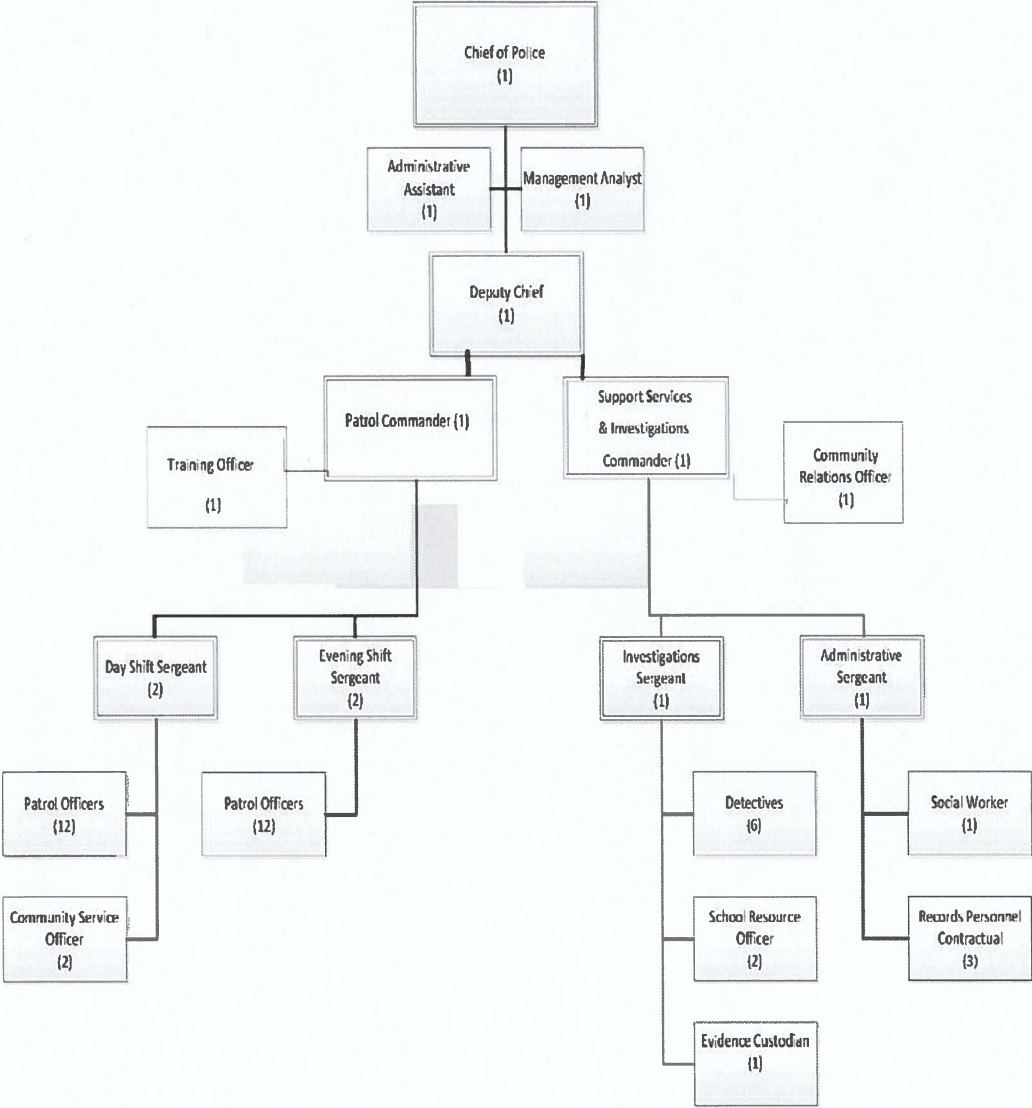
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Organizational Chart

West Chicago Police Department

January 2022



Department Overview

The Mission of the West Chicago Police Department is to Protect Life and Liberty, Provide Quality Police Services, and Forge Community Partnerships with Integrity and Professionalism.

There are three divisions in the Police Department: the Office of the Chief of Police, the Patrol Division, and the Investigations/Administrative Division.

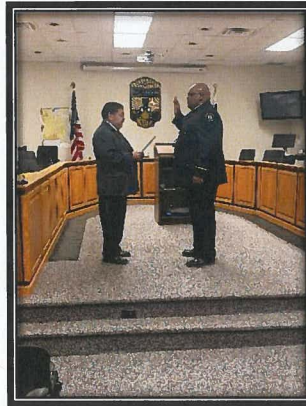
The primary responsibility of the Office of the Chief of Police is to provide general management direction and control for the Department. The Office of the Chief of Police consists of the Chief of Police, the Management Analyst, and the Administrative Assistant.

The Patrol Division consists of Uniformed Patrol Officers, the Community Service Officer and the Training Officer.

The Investigations/Administrative Division consists of Detectives, School Resource Officers, Evidence/Property, the Community Relations Officer, the Administrative Sergeant and Social Services.

Personnel

On January 3rd, Sergeant Samuel was promoted to the rank of Investigations/Administrative Commander.



On January 2nd, Officer Jacobs completed the field training program and was certified for solo patrol duties.

On January 12th, Sergeant Langelan completed Northwestern University's School of Police Staff and Command (SPSC). The course is comprised of a total of ten weeks of intensive police management and leadership studies that help prepare participants for senior command positions. Designed for mid-and upper-level police supervisory personnel, SPSC combines academic principles with practical applications and focuses on a range of critical leadership and management topics.



Criminal Activities

Criminal Damage to Property:

An unknown person damaged a vehicle parked in the 1100 block of S. Neltnor Blvd. The owner reported walking to her vehicle and noticed a side window had been broken. As she neared her car, she observed an unknown person sitting inside the vehicle. The victim's boyfriend shouted at the subject, who exited the vehicle and fled the scene on foot. A check of the area was unsuccessful in locating the suspect. The victim advised nothing was missing from her vehicle.

Criminal Defacement:

Person(s) unknown on two separate occasions during the month spray painted gang-related graffiti on the west side of a garage in the 200 block of W. Stimmel St.

Person(s) unknown spray painted illegible graffiti on the lift station in the 200 block of George St., as well as in the George St. tunnel.

Person(s) unknown spray painted non-gang-related graffiti on the garage door of a building in the 100 block of W. McConnell Ave.

Criminal Trespass to Vehicle:

An unknown person entered an unsecured vehicle parked in the 200 block of Glen Ave. The owner reported he discovered several items within the vehicle strewn about the interior; nothing was taken from the car.

Burglary from Motor Vehicle:

Person(s) unknown entered an unsecured vehicle located in the 900 block of Apple Tree Ln. A wallet containing \$50.00, a driver's license, and two debit cards were stolen. One of the stolen debit cards was subsequently used for a purchase at the Speedway in Warrenville, IL. The investigation is ongoing.

Theft Over \$500.00:

Person(s) unknown removed a total of \$850.00 from two victims' lockers at a gym located in the 1800 block of N. Neltnor Blvd. The victims placed their wallets in separate gym lockers and secured the lockers with padlocks. When the victims returned to their lockers, they discovered the padlocks were gone. Upon inspecting the contents of the lockers, the victims noted \$800.00 and \$50.00, respectively, had been removed from their wallets. A security camera captured images of individuals entering the locker room during the timeframe of occurrence. The investigation is ongoing.

Person(s) unknown removed the victim's iPhone 12 from a grocery store in the 500 block of Main St. The victim inadvertently left the phone at the meat counter. When she returned a short time later to retrieve the device, she discovered it was gone. She used a program to track the phone to the 1200 block of Kings Ct. The phone was not located. Loss is estimated at \$1,000.00. The investigation is ongoing.

Retail Theft:

A known person entered a business located in the 300 block of S. Neltnor Blvd. and placed numerous

power tools in a shopping cart. The subject pushed the cart past the checkout station, not stopping to pay, and into the parking lot. The offender drove away after loading the stolen tools into his car. Loss is estimated in excess of \$2,200.00. The investigation is ongoing.

Theft of Motor Vehicle Parts or Accessories:

Person(s) unknown removed the catalytic converter from a vehicle parked in the 200 block of N. Neltnor Blvd.

Person(s) unknown removed the catalytic converter from a vehicle parked in the 1600 block of Windsor Ct.

Motor Vehicle Theft:

Person(s) unknown stole a locked vehicle parked in the 1000 block of Blakeley St. There was no broken glass found or other indication of forced entry to the recently-purchased vehicle. The investigation is ongoing.

Person(s) unknown stole a vehicle from the 300 block of Conde St. The owner parked the car (leaving the keys in the ignition), turned on the hazard lights, and left the car unsecured. When the owner returned an hour later, the vehicle was gone. The investigation is ongoing.

Aggravated Identity Theft:

Person(s) unknown used the victim's personal information to purchase two vehicles from a dealership in Steubenville, OH. The victim, residing in the 2700 block of Sandpiper Trail, received a letter from the dealership congratulating him on the purchase of his vehicles. The victim learned someone had used his personal information to open loans for the purchases, one totaling over \$34,500.00 and the second over \$31,500.00. Both transactions occurred entirely online, and both vehicles were shipped to an address in New Jersey. That address was later determined to be a vacant lot. The investigation is ongoing.

Fraud:

A known person purchased in excess of \$8,500.00 worth of building materials and tools using a forged check at Menards, located at 220 W. North Ave. Several days later the same suspect returned three of the items and was given \$1,295.00 in cash. The investigation is ongoing.

Credit Card Fraud:

An unknown person purchased in excess of \$2,700.00 worth of car parts from Haggerty Ford, located at 330 E. Roosevelt Rd., paying for the items with a credit card. The owner of the credit card subsequently noted the unauthorized transaction on her monthly statement and disputed the charges. The investigation is ongoing.

Criminal Trespass to Residence:

Person(s) unknown forced open the secured, rear door of a residence in the 100 block of E. Stimmel St. The recently renovated residence was vacant and for sale. Once inside, the offender(s) damaged several kitchen appliances.

Indecent Solicitation of a Child:

A known person offered the eleven-year-old victim money to touch his genitals while at an apartment in the 700 block of W. Forest Ave. The DuPage Children's Advocacy Center was notified and is investigating.

Monthly Totals

Activities	Oct 2021	Nov 2021	Dec 2021	Jan 2022	YTD 2022	YTD 2021	Total 2021
Traffic Stops	524	511	447	492	492	508	5,954
Traffic Citations	167	195	179	162	162	121	1,940
Traffic Warnings	242	277	214	203	203	217	2,606
Parking Citations	277	303	218	255	255	343	3,860
Traffic Crashes	68	66	73	60	60	56	804
Incident Reports	202	214	241	214	214	192	2,780

Officer Activities

On October 28, 2021, a resident made the first of three police reports concerning unauthorized charges on her department store issued credit cards, as well as the issuance of a general credit for which she had not applied. The charges totaled in excess of \$7,400.00. Security cameras at department stores captured images of the offender. The name of the offender was obtained pursuant to a search warrant issued for the identifiers associated with an email used to correspond with one of the involved department stores. On January 5, 2022, the DuPage County State's Attorney's Office approved a charge of Identity Theft against the suspect and an arrest warrant was obtained. A search warrant was also obtained to track the victim's cell phone, leading detectives to her location on the south side of Chicago, where she was taken into custody without incident. Detectives Peterson and Bowers interviewed the suspect and she admitted to making the fraudulent purchases and provided information that the identities were purchased through an app on her phone. The arrestee posted bond on the West Chicago charges, and then was turned over to the custody of detectives from the Lincolnwood Police Department, who were investigating the woman for similar crimes.

On October 8, 2021, Detectives Flanigan and Calabrese were patrolling in the 800 block of Burr Oaks Dr. when they observed three subjects standing near a vehicle, two of whom were known gang members. As the detectives executed a u-turn, intending to engage the subjects, the trio walked away from the car and entered an apartment. Detective Flanigan observed a handgun between the emergency brake and center console of the car the gang members had been standing near. Attempts to make contact with the subjects in the apartment were unsuccessful. A search warrant for the vehicle was obtained. The vehicle search resulted in the recovery of a 9mm handgun, 372 grams of cannabis, a cell phone, drug paraphernalia, a receipt identifying one possible suspect, and a letter written by a second possible suspect. On November 5th, a warrant was obtained for the arrest of one of the suspects on charges of Armed Habitual Criminal, Unlawful Possession of a Firearm by a Felon, and Possession of a Firearm by a Street Gang Member. On January 24, 2022, detectives received information that the offender's vehicle was seen in a specific area of Chicago. Detectives relocated to Chicago and set up surveillance on the suspect vehicle. With the assistance of Chicago Police Department officers, the suspect was eventually taken into custody. A search of the vehicle revealed a 9mm handgun under the passenger seat. The suspect was transported to the West Chicago Police Station and declined to speak with detectives. He was fingerprinted, photographed, and transported to the DuPage County Jail to await a bond hearing.

On January 27th, officers were dispatched to the Aspen Ridge Apartments for reports of shots fired. Upon arrival, officers heard gunshots and were able to identify the second-floor apartment and balcony from where the shots were fired. Assistance was obtained from the Winfield, Warrenville and Glendale Heights Police Departments. Officers attempted to speak with two suspects standing on the balcony; however, the individuals were uncooperative. Both suspects eventually exited the apartment and were taken into custody. A search warrant was obtained for the apartment. A 9mm Smith & Wesson handgun, and a .38 caliber Smith & Wesson revolver were recovered during a search of the apartment. The DuPage County State's Attorney's Office approved charges of Illegal Possession of a Weapon by a Felon against both subjects. The offenders were fingerprinted, photographed, and transported to the DuPage County Jail to await a bond hearing.

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Date: 02-28-2022
To: Michael Guttman, City Administrator
From: Chief Colin Fleury
Subject: Illinois SAFE T Act – Department Update

In February of 2021, Illinois House Bill 3653, also referred to as the SAFE-T Act was signed into law. Almost immediately, several issues related to this Act were raised by Law Enforcement Officials and the promise of future “trailer bills” was made to allow for the needed adjustments. On May 31, 2021, Trailer Bill 1 was passed making initial modifications to the Act. On January 7, 2022, the Governor signed Trailer Bill 2 which made additional changes to the Act's requirements and the effective dates to some of the provisions.

The following is a summary of those changes which are important to the City of West Chicago, issues that have arisen, costs that have arisen, and the steps taken to maintain the Departments' compliance to the Act.

The SAFE-T Act created numerous new training requirements in the areas of addiction, treatment, racial bias, equity, and community partnerships. The training modules for this have neither been fully created nor their syllabi approved. The Department staff is researching the training options and awaiting guidance from the Illinois Law Enforcement Training and Standards Board (ILETSB). The Board is behind on this and several other issues related to the new training requirements and other new mandates that were added to its responsibilities. Changes to the structure of ILETSB and its leadership have created uncertainty for departments and have led to a major problem in that current training that is being conducted by the regional training center (NEMRT) may not be certified by the board until after June of 2022. This has caused major scheduling issues and uncertainty as to if the classes taken prior to June will be certified at all. The reality could be that more training is being required with half the time to complete it. We have created a plan to move forward with training that will most likely be approved due to prior years' requirements. The council approved the purchase of the Apex virtual reality training system utilizing \$62,500 of Drug Asset Forfeiture funds.

This system places officers in scenarios where they must use proper de-escalation techniques and builds on proper threat response tactics. This equipment is currently

being used and is helping to build on the core concepts of the SAFE-T act, the safety of the public, and the police.

The Body Camera Review language was adjusted to allow officers to continue to review their body camera video for all cases other than deadly force incidents, use of force resulting in great bodily harm, and investigations of misconduct. Our internal policy has been adjusted to conform to these changes.

Departments must report incidents where officers deal with persons experiencing a mental health crisis and include the number of incidents and the outcome of each incident. The Department completes a monthly report which is submitted to the Illinois State Police and is in compliance.

The Department must report the use of deadly force and force resulting in serious bodily harm. The department has been doing so before this new law and has purchased new software "Frontline Pro Standards" which contains a use of force reporting module for \$2,400 per year. This new software accurately collects this data and has an analytical aspect that will act as an early warning mechanism and will assist in determining training and equipment needs. The software will also be used for internal reports regarding vehicle pursuits, citizen complaints, and internal affairs investigations.

Some changes restricting the use of force by officers that were part of the Act were changed or completely withdrawn to include language that would have required that officers have to let an offender flee if they could be identified and apprehended at a later time and also removed the language that the offender had "just" committed a forcible felony. The definition of a chokehold was also refined and now only restricts actions that stop the intake of air which the current Department policy adheres to. Language related to the use of a Taser was also corrected to continue to allow the currently approved targeting set forth by Taser's suggested training and use guidelines. New Tasers were recently purchased using \$76,000 of Drug Asset Forfeiture Funds. Officers were trained according to the provisions in the law and our policy is in compliance.

As of January 1, 2022 police detainees will have the right to three phone calls within three hours of being in the first place of detention. The Department was required to place signage in the booking area advising of this right. One issue that has arisen is that all phone lines in the station's jail are recorded and detainees must be allowed access to a non-recorded line when talking to an attorney. Department cell phones are being utilized for that purpose until new phone lines can be installed.

Yearly mental health screenings were going to be a requirement, but this has been moved to July of 2022 while ILETSB establishes Statewide minimum standards regarding regular mental health screenings for all officers. The language has also changed this from being a mandate by suggesting that these screenings "should" be conducted. Currently, the

Department plans to move forward with this initiative regardless of the Act and will offer one counseling session per year at a cost of approximately \$150 per session. The details are currently being determined with the Police Union and the counseling center.

Measures related to bail reform, which plan to eliminate monetary bail, citation in lieu of arrest, and anonymous complaints against officers have been pushed for further discussion and expected changes to 2023.

Many of the concerns raised by law enforcement professionals have been addressed, eliminated, scaled back or are under review by committees. The portion of the Act which is of the greatest concern for law enforcement and for the City Council is the elimination of cash bond. This will allow potentially dangerous repeat offenders to be released, if during a hearing it cannot be proven that they pose a “specific, real and present threat to any person or the community.” In cases such as motor vehicle thefts, burglaries, and trespassing, it will be very difficult to prove that an offender is not a specific and immediate threat to a victim. This will create circumstances where even repeat offenders are released from custody to commit further crimes while awaiting trial.

The Department is in compliance with all of the current mandates of the Act, is closely monitoring the proposed modifications and preparing for each of the potential changes to the Act.

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**Phalen Consulting, Inc.,
FY2021 Report for the Management and Operation of the West Chicago City Museum**

Staff Time: 3,282 (average of 63.11 hours a week; FY20 average of 51.2 a week)

Main Projects:

- Staffing Museum open hours
- Collections: processing temporary receipts, accessioning artifacts, database entry, digitization of collection, inventory of collection, research files, newspaper collection, online digitization plan, Historical Preservation Commission files, artifact storage, new online collection platform accessible to the public-CatalogIt, backlog processing, museum storage rehousing project
- Communications: email, mail, reports, social media, website updates
- Community outreach projects: Burlington Route Historical Society collaboration, Fire Department book, DuPage Foundation-Arts DuPage, WeGO Together for Kids, Healthy West Chicago, Spanish resources, Cultural Arts Commission-Public Art, community care cards campaign, Friends of the Museum outreach, DuPage County Heritage Gallery
- Conferences/Professional Development: Kane DuPage Regional Museum Association COVID-19 area check in, DEAI meetings, planning meetings, teen programming; Illinois Association of Museums COVID-19 & Annual Meeting, MASS Action-museum accountability, Chicago Museum Exhibitors Group meetings, CUSEUM programs, Museum Computer Network Conference, American Alliance of Museums conference, Association of State and Local History Conference, Arts Midwest Conference
- Educational: Digital mini-kits; online resources on wegohistory.com; Library reading program collaboratives for adults and kids, History at Home Craft Kits, in school programs, school/scout tours
- Events: Historiography, Town Hall Shares, History at Home Pickup events, Food Fest, Tales Tombstones Tell, Class Reunions, Downtown Trick or Treat, Frosty Fest
- Exhibits: CB&Q interior exhibit; outdoor interpretive signage for the CB&Q Depot, High Lake and Sesqui Park displays; HOME exhibit May 2019-April 2021; Women of West Chicago exhibit May 2021- April 2022; virtual online mini exhibits
- Grants: Communities for Immunities
- Operations: bookkeeping, staffing, planning
- Programs: History Pin, Mobile Walking Tour, Historiography reading history book groups, Town Hall Shares; Artist in Residency Chris Lucero Calaveras of West Chicago, Community Cares Card Campaign; Rail Trail, KDRMA Passport to Adventure Encurate App/GeoCatching; Tales Tombstones Tell; Strolls Through History-Social Distance Friendly walking tours
- Research: organizing research files, working with researchers and processing research requests
- Volunteer management

Collection:

Accession Total:

- Collection total: 34,614 objects
- Collection processed into PastPerfect database: 15,691
- New donations YTD: local family materials, park district items, D33 items

- ****New CatalogIt online database: 3,487 artifacts entered (3,101 items added in 2021)**

Research Inquiries: 124 (average 10.3 a month) (house history, local business history, family history, cemetery history, local school history, local historic buildings)

Visitation:

- Overview

Metric	2021	2020	2019
Open hours	394*	126*	752
Museum Guests	2,182*	213*	3,306
External Program Attendance	273	352*	1,879
Virtual Program Attendance	1,246	552	
Website Unique Visits	2,715	2,404	2,859
Facebook Followers	1,087	935	665
Twitter Followers	442	441	433
Instagram Followers	440	356	186

*Museum had reduced hours and periods of closure due to the COVID-19 pandemic

o Breakout

Category	Date(s)	Guests
Walk-in Museum visitors during regular open hours	Jun-Dec 2021	1,730
Museum specific visitors (researcher, museum related question)	Jan- Dec 2021	452
Education: Ebook curriculum	Jan- Dec 2021	224 users
Education: Digital Local History Lessons	Jan- Dec 2021	54 classrooms used
Program (Virtual): Town Hall Share: Trains that Built West Chicago	March 17, 2021	520
Education: Spring Break History at Home Craft Kits	March 26, 2021	36
Education: History at Home Craft Kits Pick-up at Museum	April – Dec 2021	96
Program (Virtual): Town Hall Share: Talking Trains Part II	April 14, 2021	265
Program: Play the Past	July 17, 2021	7

Education: High School Bridge Tour	August 3, 2021	116
Event: Food Fest	August 28, 2021	180
Tour: West Chicago Early Childhood Provider /Pre-K – 8 Tour	September 21, 2021	17
Program: Trains, Trains, Trains	September 25, 2021	12
Event: National Night Out	October 4, 2021	95
Program (Virtual): Tales Tombstones Tell	October 8, 2021	461
Event: Class of 1971 Reunion	October 8, 2021	22
Event: Downtown Trick or Treat	October 30, 2021	978
Education: In-school 3 rd Grade Pioneer School Goods & Services Program	November 12, 2021	78
Event: Frosty Fest	December 4, 2021	330
Education: In-school 1 st Grade Wegner School Historic Toys Program	December 17, 2021	64

*Museum had reduced hours and periods of closure due to the COVID-19 pandemic

Volunteer hours: 210 (FY2020: 194) (docent hours, file organizing, event staffing, newspaper collection, genealogy, research requests, virtual programs)

Goal Achievement per statements made in Attachment B

- Education: Annual Goal of 6 total programs during school year including 4 in museum group tours; unmet as of December 31, 2021; YTD 3 program in school; 1 in museum; 54 virtual classroom programs.
- Summer Passport Program goal of attracting 75 additional visitors through program, the majority of which from out of town; unmet as of December 31, 2021; (YTD 0 passport visitors due to the program hiatus-will return in 2022)

- Exhibits/Displays: Annual Goal of at least one new large exhibit unmet as of December 31, 2021 (new exhibit opening spring 2022)
- Outreach Exhibits: Expand current Depot Days open public hours from four Saturdays a year to twelve Saturdays a year: unmet as of December 31, 2021 due to COVID limitations
- Exhibits/Displays: Accessibility goal of maintaining at least 12 hours a week during winter months and 16 hours a week during spring/summer/fall months unmet as of December 31, 2021 due to COVID limitations
- Volunteers: monthly goal of utilizing volunteers for 30 hours a month met as of December 31, 2021
- Collection: annual goal of accessioning 50% of the backlog of artifacts met as of December 31, 2021
- Collection: annual goal of accessioning 75% of 2021 donations met as of December 31, 2021
- Collection: digitizing 10% of the collection during inventory process met as of December 31, 2021
- Research library: monthly goal of serving 10 researchers a month met as of December 31, 2021
- Programs: annual goal of 8 programs open to the public met as of December 31, 2021

Financial Overview

For the fiscal year of 2021 under the eighth year of the executed contract with the City of West Chicago for management of the City Museum, Phalen Consulting, Inc. had total cash inflows of \$88,200.00 and total cash outflows of \$92,359.15. Per the February 4, 2019, Agreement between the City of West Chicago and Phalen Consulting for the Operation of the West Chicago City Museum, City Resolution No. 19-R-0008 \$88,200 of cash inflows came from the City. While operating with a net deficit, Phalen Consulting, Inc. has maintained positive cash bank balances, primarily through the delayed payments to the Museum Director; funds will be transferred from the Friends of the Museum Trust account to cover budget deficits.

Category	Amount budgeted	YTD (Dec. 31, 2020)
Staff	\$60,000	\$55,129.95
Training and Tuition	\$1,000	\$1,358.80
Membership dues/subscription	\$1,500	\$2,572.04
Printing and binding	\$1,100	\$2,500.00
Advertising and promotions	\$800	\$1,801.04
Other contractual services	\$2,000	\$3,835.00
Computer/office supplies	\$1,000	\$5,477.77
Tools & equipment	\$800	\$6,768.24
Educational exhibitions	\$11,600	\$3,880.76
Educational programming	\$4,200	\$5,490.45
Miscellaneous	\$1,000	\$0.00
Collection maintenance	\$2,000	\$2,545.10
Additional arts programming	\$1,000	\$1,000.00

Other	\$200	\$0.00
Total	\$88,200	\$92,359.15

For the fiscal year of 2021 the West Chicago City Museum's Trust Fund had total cash inflows of \$3.92 and total cash outflows of \$0, for a net surplus of \$3.92.

- Inflows
 - \$3.92 from interest revenue on account

FY2022 Preview

- Continue hybrid programming
- Events and museum programs that partner with other community entities to help rebuild a sense of community negatively impacted during COVID
- Expanded outdoor events (walking tours, cemetery tours, educational programs)
- Continue to strengthen relationships with schools and increase community collaborations
- Continue to address collections backlog and storage issues
- Plan for digital asset maintenance
- Expand online collections database

People Made Visible, Inc. End of Year Report for Fiscal Year 2021

For the fiscal year of 2021 under the eighth year of the executed contract with the City of West Chicago for the operation of Gallery 200, People Made Visible had total cash inflows of \$6,689.83 and total cash outflows of \$4,634.48 for a net surplus of \$2,055.35. It is anticipated that the net surplus will be added to the Gallery 200/200 Main Projects Fund for continued projects and enhancements to the Gallery 200 which is anticipated to be spent in the FY2022.

Financial highlights from the fiscal year 2021 include:

- **Inflows: \$6,689.83**
 - Cash receipts of \$6,000.00 from the City of West Chicago per the contractual agreement between the City and People Made Visible, Inc.
 - Cash receipts of \$400.00 from the Gallery artist fees
 - Cash receipts of \$289.83 from donations from the public for the Gallery 200/200 Main Projects Fund
- **Outflows: \$4,634.48**
 - Supplies & Event expenses: \$ 143.07
 - Cleaning: \$ 620
 - Insurance & Registration fees costs totaled \$115
 - Phone & Internet: \$2,372.03
 - Staff: \$531.72
 - Tech & Communication Tools: \$ 106.73
 - Website with online store: \$ 745.93

Events at 103 W. Washington:

January 2021:

- None closed for COVID-19 restrictions

February 2021:

- Gallery 200 artists open new “2020” show in person with limited hours and COVID safety precautions and an online gallery

March 2021:

- “2020” exhibition
- Hosted small in person meetings for:
 - Brownie Troop 56000
 - Girls of Today Leaders of Tomorrow
- Virtual Community Creates Paper Flower Making Event

April 2021:

- “Art in Full Bloom” exhibit

May 2021:

- “Art in Full Bloom” exhibit
- Special West Chicago Community High School ESL students exhibit “TORN”
- Virtual community art event: rock painting

June 2021:

- “Frida Inspired” exhibit
- Special West Chicago Community High School ESL students exhibit “TORN”

- BYOCreativity Group Inaugural Event at Gallery 200

July 2021:

- “Frida Inspired” special exhibit in collaboration with COD Frida Timeless
- Special West Chicago Community High School ESL students exhibit “TORN”
- BYOCreativity Group Meeting at Gallery 200, Saturday, July 10th

August 2021:

- Marge Hall “Nature Inspired” featured artist exhibit
- Special West Chicago Community High School ESL students exhibit “TORN”
- BYOCreativity Group Meeting at Gallery 200, Saturday, August 14th
- Window Display: Host “VACUNATE” Illinois Arts Council funding vaccination letter project

September 2021:

- Kathi Kuchler “September Colors” featured artist exhibit with opening reception, Friday, September 3rd
- Special Mexican Cultural Center DuPage exhibit “Prints of E. Robledo” for Mexican Heritage Month
- Chicago Arts Partnerships in Education (CAPE) West Chicago Elementary School District 33 Hispanic Heritage Month Display
- BYOCreativity Group Meeting at Gallery 200, Saturday, September 11th
- Window Display: Host “VACUNATE” Illinois Arts Council funding vaccination letter project

October 2021:

- Artoberfest Group Exhibit, with opening reception, October 1st
- BYOCreativity Group Meeting at Gallery 200, Saturday, October 9th

November 2021:

- “Fused for You” Fused Glass Group Exhibit
- BYOCreativity Group Meeting at Gallery 200, Saturday, November 13th
- Community Art Workshop “Salvage Beauty” with artist Fiorella Gomez, November 20th

December 2021:

- Holiday Window Display
- Small Gifts of Art Group Exhibit, opening reception, December 3rd
- Frosty Fest, Saturday, December 4th
- Community Art Workshop “Playing Attention” with artist Austin McCann, December 4th
- BYOCreativity Group Meeting at Gallery 200, Saturday, December 11th
- Community Art Workshop “Salvage Beauty” with artist Fiorella Gomez, December 18th

Other Group Utilization Throughout the Year:

Art Meet-up: Fiber Artists Meet-up held monthly

Mexican Cultural Center DuPage Monthly Meetings

GardenWorks Monthly Meetings

District 33 Ballet and Mariachi groups

Visitation at 200 Main:

	FY21	FY20	FY19	FY18
Guests	1,004*	1,387*	3,650	3,126

- Breakout: Walk-in Gallery visitors during regular open hours (Thurs noon-6pm, Fri noon-8pm, Sat 10am-4pm, Sun noon-4pm)
- *limited hours due to COVID restrictions

Category	Date(s)	Guests
Total Visitors	January 2021	0*
Total Visitors	February 2021	63*
Total Visitors	March 2021	82*
Total Visitors	April 2021	68
Total Visitors	May 2021	123
Total Visitors	June 2021	114
Total Visitors	July 2021	59
Total Visitors	August 2021	53
Total Visitors	September 2021	77
Total Visitors	October 2021	64
Total Visitors	November 2021	133
Total Visitors	December 2021	168

Online Engagement

Category	Date(s)	2021	2020
Virtual Event	March	9	N/A
Website-Online Gallery Views	February	93	N/A
Website-Online Gallery Views	March	98	N/A
Virtual Event-rock painting	May	17	N/A
Website-Online Gallery Views	April	69	N/A
Website-Online Gallery Views	May	86	N/A
Website-Online Gallery Views	June	38	N/A
Website-Online Gallery Views	July	60	N/A
Website-Online Gallery Views	August	31	N/A
Website-Online Gallery Views	September	27	N/A
Website-Online Gallery Views	October	116	N/A
Website-Online Gallery Views	November	72	N/A
Website-Online Gallery Views	December	93	N/A

Gallery 200 Artist Sales

	FY21	FY20	FY19	FY18
Total Sales	\$ 10,675.50	\$ 4,774.50*	\$16,086.95	\$8,153.25

*sales limited due to COVID

- Breakout

Category	Date(s)	Guests
Total Sales	January 2021	\$0*
Total Sales	February 2021	\$1,153.50*
Total Sales	March 2021	\$512.00*
Total Sales	April 2021	\$522.50
Total Sales	May 2021	\$753.00
Total Sales	June 2021	\$204.00
Total Sales	July 2021	\$516.50
Total Sales	August 2021	\$1,396.00
Total Sales	September 2021	\$461.00
Total Sales	October 2021	\$499.50
Total Sales	November 2021	\$1,987.00

Total Sales	December 2021	\$2,670.50
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Program towards Goals for 2021

- Work with community partners to increase foot traffic in downtown West Chicago, plan to relaunch safe Final Friday events in collaboration with City Museum & Kindred Coffee in summer months
- Continue to expand classes offered at Gallery 200: in progress, new virtual classes/activities and small outdoor classes being offered
- Work with artists to bring additional interactive art into 103 W. Washington: in progress, also working with community partners for additional offerings
- Continue fundraising campaign to contribute to 200 Main Street Renovation Project: in progress

Goals for 2022

- Increase visibility of Gallery 200 and downtown West Chicago cultural activities
- Promote West Chicago artist community and offerings through state and national organizations
- Market West Chicago as a destination for artists and a place to purchase affordable art
- Continue to expand classes offered at Gallery 200, including virtual offerings
- Continue fundraising campaign to contribute to 200 Main Street Renovation Project