CITY MANAGER'S NEWSLETTER

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December 2012

Greetings from the chilly North Pole!

In November, the **Recreation Department** placed a mailbox at the Rec Center for children to write letters to yours truly. The elves and I were extra busy this season making iPod's, Xbox, and Doc McStuffins doll sets, so I had to call on my helpers **Program Coordinators Renee Torrez** and **Becky Vidales** to help me reply to over 100 children who submitted letters and get their replies back to them before Christmas. Although I read each and every one of them, I truly appreciate their help.

I understand that **Ms. Monica Amraen and Ms. Karen Forst** volunteered to help, too! A holiday HoHoHo to them!

I hope the City of Woodstock employees are able to find the magic of the holiday season. Happy Holidays to all!!

Love,
Santa

WATCH OUT FOR PEDESTRIANS

No matter what the season, motorists need to be mindful of the pedestrian's right-of-way at crosswalks. The Illinois Vehicle Code 625 Section 5/11-1002 states, "When traffic control signals are not in place or not in operation the driver of a vehicle shall stop and yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk…"

The **Woodstock Police Department** urges motorists to be alert for pedestrians both on City sidewalks, and the pathways in City Parks, and yield to pedestrians as required by Illinois Law.

THERE'S STILL TIME TO BE A HOLIDAY HERO! UNITED WAY DEADLINE EXTENDED

It's a busy time of year and lots of other priorities sneak into our lives ahead of "good intentions". So in order to give everyone the maximum opportunity to contribute to United Way, we're extending the City's campaign deadline to next Thursday, 12/20/12.

Just drop your form off at the **HR Office,** or stop by to pick up a new one if needed, and help spread hope and goodwill throughout the community, throughout the New Year.

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BOILER ROOM DEMO AT OLD COURTHOUSE

During this past week, **Department of Public Works** and **Community and Economic Development staff** engaged in demolition and removal of old water heater and water softener equipment in the boiler room of the Old Courthouse. Included in this work was the removal of water damaged flooring, wall repair, and general cleanup activity. The equipment that was removed was extremely deteriorated and no longer functioned properly. Ongoing maintenance and cleanup activities will continue.

KICKBALL ENDS WITH HAPPY FEET

Tuesday marked the last day of the Woodstock **Recreation Department** *Kickball Club*. Sixteen participants kicked, threw, ran and screamed through the six-week class. Teams were chosen randomly for games each week.

Next session we will have Floor Hockey and Dodgeball classes. Information will be in the Winter/Spring City Scene that will be mailed out Jan 2.

DROUGHT NOT OVER YET!

This summer the City imposed its first mandatory water restriction in order to protect its limited water supply as weather patterns indicated a long term drought condition. As indicated on the City's website, the water restrictions are still in effect and Northern Illinois remains in a range categorized as being moderate to severe. In hindsight, the imposition of water restrictions were an appropriate measure and according to the National Weather Service, the Woodstock area needs as much as 6-12 inches of rainfall in order to alleviate the drought conditions. Northern Illinois typically counts on some snowfall to help recharge underground aquifers but even that has been scarce so far this winter season. The City remains in a position where it is able to meet demand and water supply and distribution systems are performing well. As you turn on the tap, please remember to conserve where you can and remain aware of the fact that as rare as it may sound for this time of year, water restrictions remain in effect and conservation efforts are required to preserve this limited resource.

PARKING ON JACKSON TO BE IMPACTED BY WORK ON WOODSTOCK SQUARE MALL NEXT WEEK

Public Works has learned that a rooftop heating/cooling unit needs to be replaced on the Woodstock Square Mall. This work is scheduled for next Friday December 21, 2012. The contractor completing the work will stage a crane on the south side of Jackson Street between Throop and Van Buren to lift the new unit in place and to lower the failed unit to the ground. It is likely that the parking spaces on the south side of this block will be reserved for this work which should be limited to the first half of the day. It is the hope of the contractor that getting this word out early will minimize any inconvenience that others may experience as a result of these spaces being unavailable for public parking. In the event of inclement weather the project will be postponed to a later date.

RECRUITMENT NEWS

Interviews were held this week with 10 candidates to fill 3 posted openings for **FT Maintenance Workers/Public Works**. **Interim Public Works Director Jeff Van Landuyt, Parks Supervisor Bob Hoadley** and **HR Director Deb Schober** participated in these interviews, which included only candidates currently in possession of a valid CDL license, with plowing experience preferred. Final determination of selected candidates will be announced soon.

Welcome to **Woodstock Police Department's** newest **Patrol Officer**, **Sharon Freund**. **Sharon** was the top name on the recently-established Eligibility List and passed all required additional testing with flying colors. She visited the **WPD** this week for uniform fitting and will start with the Department officially on January 2, 2013, prior to heading off for Police Academy training on January 7th.

WELLNESS DAY APPOINTMENTS MAKE EXPERIENCE EVEN BETTER

Registration continues to be open for scheduling your 2013 Wellness Day Health Assessment! Appointments are available on-line or via phone on a first-come, first-served basis, at a rate of 4 every 15 minutes, from 8 a.m. to 11 a.m. on Thursday, 1/3/13 and Tuesday, 1/8/13.

At present, approximately 70 appointments have been scheduled already with over 25 slots left. It is greatly appreciated if employees take a few minutes to schedule their appointments in advance. This ultimately saves time, as optional tests can be prepared for, and other employees can avoid having to wait unexpectedly for their scheduled testing opportunity. Wellness Inc. can accommodate walk-ins if absolutely necessary, but advance scheduling definitely helps everyone.

Be sure to contact the **HR Department** if you've misplaced the required registration code and get your appointment set today!

STATE OFFICIALS VISIT WOODSTOCK

The City recently welcomed (left to right) Jennifer Hoelzle, newly appointed Director Illinois Office of Tourism, and Deputy Directory Lupe Phillips. Earlier this week, they had an opportunity to experience the downtown, have lunch on the Square, tour the **Opera House**, do some shopping and learn more about the tourism offerings of Woodstock.

MEETINGS NEXT WEEK...

Tuesday, December 18 – City Council, 7:00PM, Council Chambers
Wednesday, December 19 – Transportation Commission, 7:00PM, Council Chambers

QUOTE

Success is simple. Do what's right, the right way, at the right time.
Arnold H. Glasow

LIBRARY NEWS

D200 ALL SCHOOL ART SHOW

Artwork by D200 art students will be on display at the **Woodstock Public Library** from December 17-January 7. D200 Art Teachers will be having an Open House for the students and their parents on the main floor of the library on December 17 from 6:00-8:00PM

LIBRARY CLOSED DATES

The **Woodstock Public Library** will be closed on December 24, 25, and 31 and January 1st. When the library building is closed, the library website is always open (www.woodstockpubliclibrary.org). Take advantage of the many online resources that are available through the website, including downloads of eBooks and audiobooks, magazines, newspapers, genealogy materials and more. All that is needed to access these materials is a Woodstock Public Library card number.

HEALTH & SAFETY MESSAGE:

TRAVEL TIPS FOR HOLIDAY HEALTH

'Tis the season to be both a giver, and a receiver…of holiday joy, as well as germs and viruses aplenty. While we can attempt to avoid such unwanted "presents" at home, it's virtually impossible to escape their presence while traveling. But the following methods can help minimize the impact as much as possible:

- **Use hand sanitizer or wipes** – Every surface you touch in stations or airports, in the bathroom, and on the bus, train or plane, is a potential transmission point for germs. As much as you can, wipe down every surface you are going to touch before you put your hand on it. That includes door handles, paper towel dispensers, and even chair arms in waiting areas and during transit.

- **Protect your nose** – Air quality in many places is dry and stale and encourages bacterial growth. A little dab of antibiotic Neosporin ointment in your nose can help fight off bacteria and other germs.

- **Boost your immunity** – Supplements such as EmergenC or Airborne are often used as a precaution before travel and while away from home. These provide a big dose of vitamin C, as well as other nutrients, to help boost your immune system. Another immune boosting regimen gaining in popularity is the highly effective use of probiotic supplements that keep the digestive system in top form and filled with germ-fighting "good" bacteria.

- **Hydrate** – Be sure to drink plenty of water while traveling away from home. While you can't take water through the security checkpoint at the airport, once you pass the detectors, you can pick up a bottle and always get more on the plane as well. The goal is to keep flushing unwanted invaders through the system before they take root and grow.

- **Pack a snack** – Your fellow passengers aren't the only ones who can pass on germs while you travel. Flight attendants and ticket agents can easily pass germs from one person to another. So if possible, pack your own snacks for the trip so you won't be tempted to eat food that was touched by someone who might be sick. Sunflower seeds, nuts, and other dry items are a good choice.

- **BYOM** – Bring your own magazine. Don't handle the items in seat pockets or waiting rooms unless you have to.

Staying healthy isn't easy when you're traveling, but by thinking ahead you can try to stay as germ-free as possible even while you are away from home.

CRIME DOESN'T HIBERNATE

Traditionally, the **Woodstock Police Department** finds that the crime rates go down during the winter months, however, this does not mean that all crime rates go into winter hibernation. In fact, during the holidays we typically see an increase in the incidence of theft. In an effort to help remind us of the things we can do to stay safe, the WPD would like to offer the following to help you make it harder to be the next victim.

- Remember not to leave your vehicle running while parked and unattended, despite the temptation to do so during frigid cold snaps. The consequences could result in the theft of your vehicle or even the issuance of a traffic citation, since it is unlawful to leave your vehicle parked and running while unattended.

- Never leave valuables or holiday presents in clear view within your vehicle. Either remove them or lock them out of sight in the trunk.

- Always remember to take your keys and lock your vehicle when it is unattended. This is smart practice whether you are parking while shopping, while at work, and even while parked in your own driveway and garage.

- Keep your exterior doors and windows locked, especially when you are away from home, even if you are to be gone just for a few minutes. This includes your garage doors for both vehicle and pedestrian access.

- If you are going to be out of town over the holidays, remember to get an automatic timer for your lights and radio. Ask a neighbor to watch over the house, to shovel snow, to pick up the mail, and to park in the driveway from time to time.

- Don't display gifts where they can be readily seen from a window or doorway.

- Be alert and aware. Be attentive to your surroundings at all times.

- Do not carry more cash or valuables than is necessary. Be discreet so that you do not attract attention.

- Keep your purse close to your body or in front of you where you can see it and carry it with the opening flap next to your body.

- If you carry a wallet, keep it in your front pocket where it will be difficult for pickpockets to grab it.

- Don't overburden yourself with packages that may make it difficult for you to keep track of your purse or wallet.

- When using credit cards to make a purchase, keep the card in sight at all times and be aware of the people around you. Someone could be attempting to copy your card number and information.

Practice these safety tips and enjoy a joyous and safe holiday season!