



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: SCOTT KOEPEL, VILLAGE ADMINISTRATOR
DATE: APRIL 7, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

1. **PD remodel** – Staff attended construction meetings and other meetings with the construction manager and architects.
2. **Hankes Road Bridge** – Staff continues to work on a resolution and hopes to transmit an agreement signed by the Village President soon.
3. **Budget** – Staff continued to work on the 26-27 budget.
4. **MetroWest Drive Down** – Administrator Koepfel and President Stillwell represented the Village as part of the MetroWest annual drive down to Springfield.
5. **OMA and FOIA Training** – Staff completed annual training required by the state.
6. **Motel Study** – Staff is working with the Aurora CVB on a motel study for the region an locally.
7. **Economic Development** – In the absence of an Economic Development Director, the Village Administrator is meeting with potential businesses.
8. **Social Media** – Staff provided updates on social media to the public.
9. **FOIA Requests** – Staff continues to work on various requests.
10. **PAC** – Administration staff is working with the Attorney General’s Public Access Counselor because of FOIA and OMA review requests.

11. Website Updates & Statistics – Staff continues to update the website, adding additional content, removing old content, and fixing broken links.

Website statistics for March 2026 are as follows:

Engagement	This Month	Last Month	Trend
Visits	8017	6116	31.08%
Page Views	14476	10838	33.57%
Emails Sent	154	130	18.46%
Form Submissions	0	2	-100.0%
Call Clicks	96	68	41.18%
Map Clicks	12	4	200.0%



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES

FROM: KARIN JOHNS, FINANCE DIRECTOR

DATE: APRIL 3, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Tasks/Updates

- **Grant Reimbursement.** Staff has submitted the required quarterly reports and a reimbursement request in the amount of \$29,614.30 for the US 30/Municipal Drive Pedestrian Crossing DCEO Grant. The reimbursement request has been approved and we expect to receive payment in April. To date, the Village has submitted for 97.01% of the allotted grant funds.
- **Community Project Funding Grants** The Village received notification from Representative Underwood that none of our requested would be moving forward. The Village submitted for:
 - *Replacement of several vehicles in the Public Works Fleet*
 - *Elevated Water Storage Tank Improvements*
 - *Water Main Relocation.*
 - *Maple Street Watermain Improvements*
- **FY27 Budget** Staff has been hard at work entering requests for the Fiscal Year 26-27 Budget. Internals Budget meetings have continued to complete a balanced budget to present to the board.
- **BS&A New Features** BS&A recently rolled out new information regarding upcoming AI features in their Account Payable Modules. Staff has been meeting to see how these updates can add efficacies to our workflows.

Meetings

- **BS&A Customer Advisory Board.** Brett Feltes, Accounting Manager, has joined this group and attended his first meeting.



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: DANIELLE MARION, COMMUNITY DEVELOPMENT DIRECTOR
DATE: APRIL 7, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Meetings:

EEI- I attended the weekly engineering meetings with Staff and EEI.
Potential Developer – met with a potential developer on their project.
School District Bus Barn – met with fellow staff and the fire department to discuss hydrants.

Tasks/Updates:

Lennar – Model home permits under review, to be issued soon.
Settlers Ridge Areas 5 & 6 – Work has started. Model homes completed. Underground work complete. Permits are being issued.
Code updates – working on several text amendments.

Planning & Zoning:

Prepare agenda material for the Plan Commission meeting.
Performed multiple plan reviews.
Sited zoning violations.

Building:

Completed multiple plan reviews and building inspections.
Issued multiple permits.
Completed building code updates.

Property Maintenance/Code Enforcement:

Code Enforcement Officer will start again mid-April.



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRAD MERKEL, PUBLIC WORKS DIRECTOR
DATE: APRIL 1, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Meetings:

I attended the bi-weekly SGPD Project Meeting.
I have been working on the FYE 2027 Budget.

Public Works Projects:

US 30 & Municipal Drive Pedestrian Crossing. The crosswalk is open; a punch list and landscaping will be completed in the spring.

IL 47 & Park Ave. intersection improvements. The Permit for the Project is currently being processed with IDOT. A pre-construction meeting was held March 9, 2026, the contractor is hoping to start construction mid-April.

Public Works Daily Operations:

Staff completed spring PM on the village mowing equipment.
Staff removed a large oak tree that fell in the road in Dugan Woods.
Staff restored landscaping at 5 excavation sites.
Staff replaced 6 damaged street signs.
Staff repaired 3 damaged ADA panels.
Staff hauled spoils from winter excavations to the Clean Fill.
Staff made repairs to 2 trailers.
Staff are working on repairs needed by IRMA facility inspection at Public Works.
Staff have been trimming parkway trees in Walnut Woods.
Staff completed Village wide pothole patching.
Staff have been preparing for the IRMA Facility Inspections.
Staff repaired 6 streetlights.
Staff are performing daily repairs and maintenance on the snow & ice control fleet.
Staff completed 163 Julie Locates from March 13, 2026.