

# Weekly Status Report

Village Manager, Matt Harline

October 7, 2022

## Village Manager's Message

### VILLAGE MANAGER'S MESSAGE (10/7/22)

If you haven't had a chance to drive down Maple Street between Summit and Illinois, please do so. While the entire project area is a great improvement, the work the Public Works staff did to improve on the original design is extraordinary. It would be better if there was a sidewalk on the north side of the street, but that is a project for a future year and will be in the future CIP projects list.

This week I stopped in to talk with the Public Works crew when they had their morning assembly for assignments at 7:00 a.m. and they were promptly out of there shortly after I stopped talking and answering questions at 7:15. I also met with a young woman who is a senior at Willowbrook High School who wants to find grants for the Village, and help us apply for funds to improve our design for an all-inclusive playground at Lufkin Park. Meredith, her mother, President Cuzzone, Parks Director Greg Gola and I met with her this week to discuss what options might be available. I met this morning with Jim Listwan, Manager of the Salt Creek Sanitary District. This impromptu meeting occurred while he was collecting bills and extended into my office. It was good to hear that he would very much like to explore ways to cooperate, collaborate, and eventually look to merge our operations more seamlessly.

Work on the Agreement between the Village and Local 964 of AF-SCME was finalized and sent to the union for review and signatures. We anticipate having a signed copy ready for the meeting Monday night.

I will very much enjoyed the dinner at Addison Trail High School and the football game between Willowbrook v. Addison Trail. We stayed until halftime, but most of the damage was done in the second half of a convincing Warriors win. I want to thank everyone involved in Brewfest particularly the Parks and Recreation Department, the other Village staff volunteers, Kurt and the staff at Brewfest, the brewers, the food vendors, and the sponsors (Bone Roofing Supply, Inc., Lawn Doctor of Villa Park, Knollcrest – Steurle Chapel, Mike's Meat Market, and Ovaltine Court Apartments). I also want to thank Donny Pisano for extensive publicity and Suzanne McVey for going above and beyond, performing bureaucratic miracles to secure all the licenses and insurance necessary. It was a fantastic event with 514 attendees! If you didn't make it this year, mark it on your calendar for next year.

Thank you,

**Matt Harline,**  
Village Manager



### Upcoming Agenda Items:

- Approving Collective Bargaining Agreement with AFSCME
- Coffee with the Board Minutes
  - 8-6, 9-26 and 10-1.
- Commission re-appointments
- Fire Prevention Week

### Committee of the Whole: October 10, 2022 at 6:00pm

Open House Fire Station #81  
1440 S. Ardmore  
Noon to 3pm

October is Cancer Awareness Month

Leaf Pick-up: Oct 24th through Dec 9th

# Staff Meeting



## **Present:**

Matt Harline, Village Manager  
Suzanne McVey, Assistant Village Manager  
Chief Ron R., Fire Dept.  
Chief Mike Rivas, Police Dept.  
Greg Gola, Director of Parks, Rec & Fleet Dept.  
Mike Guerra, Director of Public Works  
Ellen Weber, Emeritus Director of Comm. Dev. Dept.  
Marc McLaughlin, Director of Comm. Dev. Dept.  
Chuck Howard, Director of Finance  
Patrick Burke, Director of Econ. Dev. Dept.  
Sandy Hill, Director of Library  
Cheryl Wagner, Executive Asst. to Village Manager

## **Matt:**

Start a Communications Team.  
Improve Use of Code Red (warning or communications).  
Agenda items discussed.

## **Suzanne:**

Use of CodeRed for other notifications (weather, street blockages, upcoming events).  
Agenda Deadlines discussed. Lock agenda on Thursday by noon.  
Various HR items discussed.  
Pink Day for October— picture to be taken Thursday October 20th at 2:30p.m. at Public Works.

## **Mike G.:**

Public Works has 100 more sign ups from 2021 for Code Red.  
Maple Street is wrapping up.  
Monterey next  
Tree plantings— next few weeks.  
Adopt-a-tree plantings—11 (\$250 each)  
Jackson Pond schedule  
Leaf pick-up Oct. 24 through Dec. 9th.  
Street sweeping will begin.

## **Chuck:**

DuPage County fees have increased to file liens.  
Finance topics discussed.  
Budget discussion and update on calendar

## **Sandy:**

Tree replacement— Honey Locust.  
Grant Application discussion.  
Kiwanis / Rotary Golf proceeds not in yet.  
Friends of Library discussion.

## **Mike R.:**

Pink Day for October— picture to be taken Thursday October 20th at 2:30p.m. at Public Works.  
Applications deadline is tomorrow for Deputy Police Chief. Discussion re: same.  
Discussions about various issues.

## **Marc:**

Discussion re upcoming cake and well-wishes for Ellen on Friday, 7th 2-2:45pm.  
Staff discussion.

## **Patrick:**

EcoTerra bi-weekly meeting tomorrow, Marc to attend.  
Metra coffee shop closing discussion

## **Ellen:**

Fence discussion.  
Pond discussion.  
Parking lot discussion.  
Upcoming meetings discussed.  
Permit fee charge refunded to Library

## **Greg:**

Sugar Creek board meetings upcoming  
Discussions of upcoming items to discuss  
Planning meetings for July 4th parade to be scheduled  
Brewfest was absolute success, over 500 people attended.

## **Ron R.:**

Fire Station #81 Open House October 15th from 12pm-3pm.  
Went to Safe-T Act DuPage Event.

# Assistant Village Manager

Assistant Village Manager, Suzanne McVey

October 7, 2022

- Continued evaluation of the IRMA Noise Assessment Survey and Hearing Conservation Policy for relevant parties.
  - Began review of IRMA IMAP evaluation requirements. This is a comprehensive evaluation of the Village's policies, procedures and risk management activities. The Village has 180 days to prepare for the evaluation and includes involved from all departments.
  - Assisted with the drafting and completion of the upcoming Board of Trustees and Committee of the Whole agendas.
  - Processed ongoing workers compensation and general liability insurance claims.
  - Conducted a review of the Safe-T Act requirements and analysis of impact on various department operations.
  - Attended meeting regarding Village communications and website redesign process.
  - Assisted with various department position recruitments and salary analysis.
  - Assisted with the AFSCME contract agreement completion and other union related items.
  - Oversaw employee personnel issues.
  - Current Special Event Applications:
    - D45 5k Fun Run – October 22<sup>nd</sup> – Finalized
    - More Brewing Oktoberfest – October 15<sup>th</sup> – finalizing details
    - Trick or Trot 5k and Little Devil Dash – Finalizing Details
  - Freedom of Information Act Requests Received from 9/24 to 10/6:
    - Community Development –7
    - Fire Department - 3
    - Managers Office -4
    - Police Department – 15
    - Public Works - 0
- Total closed FOIA requests for 9/24 to 10/6: 20
- DuPage County is at low community level transmission of COVID-19. Governor Pritzker has extended his COVID Gubernatorial Disaster Declaration for an additional 30 days, through October 15<sup>th</sup>.

# Information Technology

Information Technology Manager, Brian Sawyer

October 7, 2022

## **Hardware-**

- One of the pole cameras local SD card failed so it lost the configuration. I have purchased and replaced this and I am reloading the configuration so it connects.

## **Software-**

- Renewed location token for our Apple management software.
- Updated our firewall to a new release to fix a connection issue.
- Working with tech support for our phishing software to troubleshoot users being archived.

## **Miscellaneous-**

- Updated a PD MDT drivers and BIOS for touchpad issues.

# Communications

Communications Specialist, Donny Pisano

October 7, 2022

## Social Media:

### Facebook posts this week:

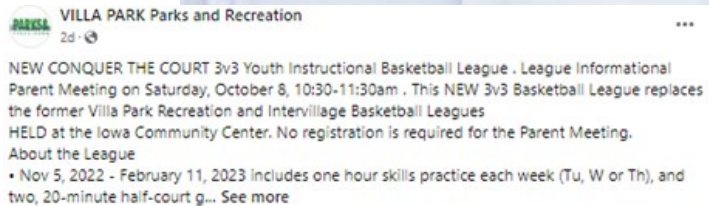
- Seasonal hydrant flush
- Breast cancer awareness
- Fire open house
- Home and yard decorating
- Welcome Marc

### Instagram post:

- Breast Cancer Awareness
- Fire Open house
- Halloween decorating contest
- Welcome Marc

### Parks & Rec Facebook posts this week:

- Halloween happenings
- Jr sports class
- Basketball meaning
- Nerf class



**NEW CONQUER THE COURT**  
**YOUTH INSTRUCTIONAL 3v3 BASKETBALL LEAGUE**

**League Informational Parent Meeting**  
Saturday, October 8, 10:30-11:30am  
Iowa Community Center  
No registration required for Parent Meeting

**3v3 Basketball REGISTRATION LINK**

- Co-Ed leagues for grades 1&2 and 3&4
- Separate GIRLS and BOYS leagues for grades 5&6 and 7&8
- Nov 5, 2022 - February 11, 2023 includes one hour skills practice each week (Tu, W or Th), and two, 20-minute half-court games on Saturdays in the Fieldhouse at Willowbrook High School.

This NEW 3v3 league replaces the former Villa Park Recreational and Intervillage basketball leagues.

**Register ONLINE or at the IOWA COMMUNITY CENTER**

**OPEN Registration \$92**  
Tuesday, September 6 - Saturday, October 22, 2022

**LATE Registration \$109**  
Monday, October 24 - Saturday, October 29, 2022

# Finance

Finance Director, Chuck Howard

October 7, 2022

## **Cashier**

- Processed utility billing payments daily from the mail, drop box and over the counter.
- Continued to process payments for utility taxes, places of eating tax remittances, special events, amusements events and various payments from PW, Police, Recreation and Fire departments.
- Worked with the Building Inspector regarding late Places of Eating Taxes. Mick is to start ticketing delinquent businesses.
- Processed the October 10<sup>th</sup> bill listing.
- Processed monthly A/R billings.
- Attended Sensus Analytics training.

## **Utility Billing**

- Processed liens to be filed at DuPage County.
- Process final bills for residents moving out of the Village.
- Generated and mailed out shutoff letters.
- Completed month end utility billing processes.
- Processed several meter changeouts and smartpoints.
- Attended Sensus Analytics training.

## **Payroll**

- Processed October 7<sup>th</sup> payroll.
- Working on retro pay for AFSCME employees.
- Processing PD Auxiliary reporting for AR billings.
- Trained with Fire on pay codes for payroll reporting.

## **Accountant**

- Reconciled weekly Cash Receipts and Utility Billings.
- Submitted 'Unclaimed Property Holders Report' to the IL Treasurer.
- Working on stale dated outstanding checks.
- Updated Utility Billing and A/R to the General Ledger.
- Provided information to the Village staff as needed.

## **Finance Supervisor**

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts.
- Received Department budget requests and entering into main spreadsheet.
- Attended Sensus Analytics training.
- Processed one liquor license to go to the Village Board October 10<sup>th</sup>.

## **Finance Director**

- Consulted with Auditors regarding FINAL 2021 Audit Report on significant 2021 issues to be presented at October 10 Board Meeting
- Reviewed weekly Bill Listing for Village Board submission including support for payment remittance to DuPage County Treasurer of unused TIF-2 increment
- Worked with Community Development Director to finalize of 2021 TIF reports as basis for related Joint Review Board Meeting
- Coordinated 2023 Village Budget worksheet including forecasting of 2023 General Fund Revenues and Finance Department expenditures



# Villa Park Police Dept.

Police Chief, Mike Rivas

October 7, 2022

DATE: September 29th, 2022 – October 5th, 2022

STATISTICAL DATA		SPECIAL ATTENTION DETAILS
<u>Total CAD tickets generated</u>	372	HS/ Middle School and Grade School Presence Highridge Dog Group Detail Flock Camera Hits for Stolen Vehicles/Wanted Persons Pursuits and Stop Stick Deployment 400 Block East Riverside Catalytic Converter Thefts Domestic Violence Mental Illness Calls for Service Motel 6 Stone/Michigan/ Ridge/Iowa Parking Enforcement Restaurants and Bars
Officer generated traffic stops	48	
Traffic Citations issued	15	
Traffic Warning Tickets issued	6	
Number of Bookings Processed	8	
DUI Arrests	0	
Admin. Tows Initiated	2	
Local Adj./Village Ord.	1	
Parking citations issued	103	
Compliance violations	2	
Vehicles Booted	0	
Vehicles Booted (YTD)	7	

## CURRENT INVESTIGATIONS

- Theft of Lost/ Mislaid Property – A subject stated some of his personal belongings were taken when he went in and out of the train depot. The investigation is ongoing.
- Missing Person- A teenage female left the residence and was reported missing by her father. The investigation is ongoing.
- Catalytic Converter Theft- Some unknown subject removed a catalytic converter from a 2002 Honda. The investigation is ongoing.
- Retail Theft- A subject removed a computer monitor from Walmart without paying for it. A description of the suspect is listed in the report.
- Fraud – An owner of a business on Addison Road became aware that there were several fraudulent business checks cashed that were unauthorized. A suspect has been named. The investigation is ongoing.

**ARRESTS**

0 Arrests for DUI, 3 Traffic Arrest for NVDL/OUMV and 2 Arrests for Domestic Battery  
0 Arrest: Violation of Bail Bond

*Please Note: "Reported Crimes-Press Report" and Citations/Arrests detail available upon request.*

**CRIME FREE HOUSING**

Nothing new to report.

**MEETINGS**

**OTHER ACTIVITIES**

Department Head Meeting  
D45 First Responders Meeting  
Meeting with Mgr. Harline

Leadership Book Club  
Easter Seals 5K Run  
Brew Fest Security  
Sexual Assault Investigations Training



# Villa Park Fire Dept.

Fire Chief, Ron Rakosnik

October 7, 2022

**Week of September 25 – October 1**

## Incident Report- Fire and EMS calls by type of call

Incident Type	Total Incidents
<b>Incident Type Category: 1 - Fire</b>	
Dumpster or other outside trash receptacle fire	1
	<b>Total: 1</b>
<b>Incident Type Category: 3 - Rescue &amp; Emergency Medical Service Incident</b>	
Medical assist, assist EMS crew	1
EMS call, excluding vehicle accident with injury	32
Motor vehicle accident with injuries	1
Motor vehicle/pedestrian accident (MV Ped)	1
	<b>Total: 35</b>
<b>Incident Type Category: 5 - Service Call</b>	
Service call, other	1
	<b>Total: 1</b>
<b>Incident Type Category: 6 - Good Intent Call</b>	
Good intent call, other	2
	<b>Total: 2</b>
<b>Incident Type Category: 7 - False Alarm &amp; False Call</b>	
Smoke detector activation due to malfunction	1
Smoke detector activation, no fire - unintentional	2
	<b>Total: 3</b>
	<b>Total: 42</b>

**Mutual Aid Given Incident Report-** Mutual aid responses by type of call.

Incident Type	Total Incidents
<b>Incident Type Category: 3 - Rescue &amp; Emergency Medical Service Incident</b>	
EMS call, excluding vehicle accident with injury	4
Motor vehicle accident with injuries	2
	<b>Total: 6</b>
<b>Incident Type Category: 4 - Hazardous Condition (No Fire)</b>	
Power line down	1
	<b>Total: 1</b>
<b>Incident Type Category: 6 - Good Intent Call</b>	
Dispatched and cancelled en route	5
Steam, vapor, fog or dust thought to be smoke	1
	<b>Total: 6</b>
	<b>Total: 13</b>

Total EMS/Fire Calls: 55  
Total EMS/Fire Calls to Date: 2355

# Parks and Recreation

Parks Recreation and Fleet Services Director, Greg Gola

October 7, 2022

## Administration

- Staff are working/talking with contractors for plumbing repairs and carpeting estimates.
- Staff worked the Brewfest event on October 1, 2022 and continue working with Brewfest Partners to finalize expenses from the event.
- Staff is working on Winter/Spring Programming for the 2023 Winter/Spring Program Guide.
- Additional and more specific information available upon request.

## Parks, Buildings & Ground Division

- Staff work/repairs continue with rentals, events, landscaping, mowing, sports prep, pool maintenance, routine maintenance, service requests, plumbing repairs, electrical repairs, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.
- Additional and more specific information available upon request.

## Recreation Division

### Senior Program Updates

- National Pancake Day 9/26 had 15 participants; Let's Do Lunch Carryout had 22 participants and a bus Mystery Trip 9/30 had 14 participants.

### Special Events

- Brewfest
  - Held on Saturday, October 1, 2022 at Cortesi Veterans Memorial Park from 1-5:30pm.
  - A **record setting 514 tickets** were sold (304 in 2021).





- Halloween Happenings
  - Friday, October 21, 2022, at Iowa Community Center
    - Co-sponsored by Villa Park Lions Club
    - 15 community Groups are registered to set-up scenes for trick-or-treating
    - 35 registered (29 in 2021) for indoor entertainment.
    - There is no preregistration for the our door portion of the event.
- **NEW Scarecrow Decorating Contest** co-sponsored by Villa Park Ace Hardware.
  - \$15 Kit should be picked up at the Iowa Community Center starting October 6.
  - 2 families registered as of 10/5.
  - Judging will take place October 24-27 and the winner will be announced Monday, October 31.

### Athletics

- The Parent Informational Meeting for the **NEW Conquer the Court 3v3 Basketball League** is Saturday, October 8, at 10:30am at the Iowa Community Center. Facebook ads were purchased by the Communication Specialist and flyers were distributed to the D45 digital backpack promoting the October 8 Parent meeting and the league starting on Saturday, November 5. As of 10/5, there are 15 children registered. This year's registration is being conducted earlier than last year, so there is no comparison for registered participants at the present time.

### Support Staff and Misc. Updates

- Assisted customers, process program registrations, building rental requests, and billing for installment payments. Worked on marketing, promotional items and updated the building schedules. Additional information available upon request.

## Fleet Services Division

- Maintenance and repair work was performed on six vehicles.
- A breakdown of repairs or maintenance is available upon request.

# Public Library

Library Director, Sandy Hill

October 7, 2022

## Programs Offered This Week

Babies & Books (two sessions)  
Toddler Time (two sessions)  
Preschool Storytime  
Mini-Library @ Jefferson Middle School  
Ready for Reading  
Crafty Creations with Gilda  
Marvelous Mornings  
Creative Writing Workshop  
Flavors of the Fall with Chef Susan Maddox

## Upcoming Programs



**A Consumer's Guide to Going Solar**

Wednesday, October 12  
6:30-7:30 pm

Is solar right for you? Learn about going solar from consumer advocate experts. Presented by Citizens Utility Board (CUB).

Registration Required



**A Conversation with Jesmyn Ward**

October 12 at 7 pm

Online Program

To register, call the library at (630) 834-1164, use the QR code, or visit: <https://tinyurl.com/ixpvtv3>

This event is made possible by ILP, a statewide collaboration among public libraries offering high-quality events.

## Meetings and Trainings

- Administration Staff and Outreach Staff
  - Department Heads: September 29
  - Village Manager/Staff Leadership Book Discussion: September 30
  - Village Department Heads: October 4
  - Rotary Club: October 4
  - Kiwanis Club: October 5
- Public Services Staff
  - Webinar: ALA Outreach Services for Underserved Teens
- Materials Services Staff
  - Niche Academy training webinar: Tech Skills for Live Chat: October 1, 2022
  - Laurie Guest Customer Service Training webinar: Hello 101 & Interview: October 1

## **Library Services**

- *English as a Second Language* classes and English conversation sessions as well as computer classes taught by the People's Resource Center were hosted by the library.
- Mini-Library at Jefferson Middle School was held on September 29.
- Library table with Goodie Bag Give-Away was staffed at the Oakbrook Terrace Park District Fall Fest.
- New displays created: Hair-Raising Audiobooks; Read Band Book for October; National Arts and Humanities Month
- Passport Application Service: 5 new passport applications processed
- 24 Hour Lockers: 77 patrons served
- Educator Bags: planning and preparations for 6 Educator Bags for North School and the Montessori Children's Academy of Oakbrook Terrace
- Educator Cards: 1 renewal card for a teacher at D45 Early Childhood Education Center

## **In the works...**

- Preparation of the next issue of *The Resource*, January-April 2023 edition
- Library's LTA Intern is in training on the process of planning and creating book displays and preparing book discussion.
- Program planning for the Winter Reading Program and for Spring 2023
- Preparation for storytimes at The Gardner School and Kiddie Academy of Oakbrook Terrace
- Tiny Art Show contest submissions were put on display in the Youth Services Department.

**Submitted by Sandra Hill, Library Director**

# Economic Development

Economic Development Director, Patrick Burke

October 7, 2022

## **BrewFest 2022**

Staff volunteered at this packed event.



## **Eco Terra (formerly Garden Station)**

Staff met virtually with Hawthorne Development October 5. Hawthorne anticipates that excavation for the building will begin in several weeks. The new parking lot will be striped in the next couple of weeks.

## **Business Attraction**

Staff has been assisting with a search for an appropriate location for a restaurant chain looking to expand.

Staff also has been assisting a specialty retail concept that also offers classes to locate an appropriate storefront location.

## **Yes Villa Park**

The website was updated to promote the Fire Department Open House scheduled for October 15.

Participated in the department head staff meeting.

Met with Manager Harline.

# Community Development

Community Development Director, Marc McLaughlin

October 7, 2022

## CD Department Weekly Updates – September 29, 2022 to October 5, 2022.

### Community Development Director Updates:

- Department employee, Mick Vogt, volunteered again for Brewfest. He has been a volunteer every year since Brewfest began.
- Sabrina Villalvazo, Permit Technician has resigned, and her last day will be Friday October 14, 2022.
- I am postponing my vacation next week. I will be in the office.

	Sept 29 to Oct 5, 2022	2022 YTD	Sept 29 to Oct 5, 2021	2021 YTD
-				
<b>Permits Issued</b>	<b>55</b>	<b>1654</b>	<b>37</b>	<b>1674</b>
<b>Plan Reviews</b>	<b>9</b>	<b>252</b>	<b>6</b>	<b>268</b>
<b>Building Inspections</b>	<b>89</b>	<b>1871</b>	<b>46</b>	<b>1694</b>
<b>Follow-Up Inspections</b>	<b>42</b>	<b>1468</b>	<b>86</b>	<b>1795</b>
<b>Site Visits</b>	<b>17</b>	<b>1241</b>	<b>19</b>	<b>777</b>
<b>Property Main. Violations</b>	<b>42</b>	<b>1519</b>	<b>38</b>	<b>1785</b>
<b>Tickets Issued</b>	<b>10</b>	<b>375</b>	<b>13</b>	<b>337</b>
<b>Adjudication Cases</b>	<b>16</b>	<b>292</b>	<b>33</b>	<b>378</b>
<b>Liens Filed</b>	<b>0</b>	<b>166</b>	<b>0</b>	<b>112</b>
<b>C.O. Inspections</b>	<b>1</b>	<b>88</b>	<b>1</b>	<b>83</b>
<b>Vacant Property Inspections</b>	<b>4</b>	<b>63</b>	<b>1</b>	<b>25</b>
<b>Vacant Properties Registered</b>	<b>1</b>	<b>14</b>	<b>0</b>	<b>9</b>

# Public Works

Public Works Director, Michael Guerra

October 7, 2022

## Public Works Highlights

- Soil sampling for the Tri-Trail Connector Project took place this week.
- Staff attended the regular monthly meeting of the Village of Villa Park Traffic and Safety Commission this week.
- Staff conducted a site walkthrough for the Jackson Area Improvement Project this week.
- Several staff members attended training on the Sensus software the village utilizes to collect water meter reads remotely and its capabilities.
- Staff meet with a developer about possible new home constructions.

## Public Infrastructure Projects

**College Streets** This large project has been placed on hold due to budget concerns. It was decided to separate North Wisconsin Avenue from the College Streets Project and complete that street as a separate project, as it does not include water main replacement. In addition, staff submitted two applications for CDBG grant funding for portions of the project to secure external grant funding and advance those portions of the project. See "**Michigan and Vermont**" below for more information on one of these two portions of the larger project.

**Jackson Pond** A contract for the construction of the Jackson Pond Expansion Project was awarded at the 09/12/2022 Village Board meeting. Staff held a pre-construction meeting for the project this week. Staff is now working to execute contracts and coordinate other preconstruction efforts. Construction of that project is expected to begin in early November. The next and final phase of this project, which staff is now referring to as the "Jackson Area Improvement Project", includes construction of new storm sewer mains on portions of Madison Street, Wisconsin Avenue, and Addison Avenue. This phase is currently under design. Geotechnical investigation field work for this phase was performed earlier this month. Staff is in the process of reviewing plans and specifications, and has held several design progress meetings. This phase will be advertised for bidding when design is complete. Bidding is currently expected to take place in late 2022 or early 2023.

**Maple Area** The only remaining efforts at this point are the completion of punch list items. That punch list work is currently in progress.

**Michigan & Vermont** The Michigan and Vermont Improvement Project comprises a smaller portion of the larger College Streets Project. This portion of the project area was split off because it qualified for and was officially awarded external CDBG grant funding for construction. Design of the project is nearly complete, and an Illinois EPA water construction permit application has been submitted. The formal grant agreement from DuPage County for funding for the construction of this project was signed by village officials this week. Staff has returned the village-signed agreement to DuPage County for execution. The project is expected to be advertised for bidding after the agreement is fully executed and DuPage County reviews and approves the draft bidding documents. The project is expected to go to construction in spring of 2023.

**REBUILD Illinois** These projects consist of the resurfacing of existing village asphalt streets using funds from the village's allocation of the state's REBUILD Illinois bond proceeds. A contract for the construction of the first of the village's two expected REBUILD Illinois projects was awarded at the 09/12/2022 Village Board meeting. The contracts have been executed and coordination preconstruction efforts is underway. The first project includes resurfacing of West Division Street from Westmore Avenue to Addison Road; West Elm Street from Westmore Avenue to Addison Road, and North Wisconsin Avenue from St. Charles Road to Division Street.

**St Charles Bridge** Construction is complete. Staff has submitted closeout paperwork to IDOT. The final closeout of the project is currently awaiting IDOT approval.

**Washington Sewer Separation** A Notice to Proceed for the construction of the first phase of this project—the Monterey Avenue Improvement Project (Washington to Park)—was issued this week. Preliminary construction efforts are expected to begin the week of 10/10/2022. Additionally, staff is submitted the proposal for Phase II design engineering of the next section of the project for board consideration.

**Public Works Weekly Statistics**

	Week of 10/07/22	Month to Date
<b>Overall</b>		
Service requests	78	78
<b>Streets</b>		
Pothole patching	4	4
Tree trimming	4	4
Tree removal	1	1
Tree limb pickup	1	1
<b>Utilities</b>		
JULIE locates	61	61
Sewer services televised	1	1
Final water meter reads	0	0
Water shutoffs performed	3	3
Water meter repair/replacement		
3/4"	6	6
1"	0	0
Large meters installed	2	2
Water valves exercised	12	12
Sewer televised (feet)	300 feet	300 feet