

Weekly Status Report

Village Manager, Matt Harline

March 3, 2023

Village Manager's Message

VILLAGE MANAGER'S MESSAGE (3/3/2023)

At the meeting on Monday night the Board of Trustees awarded a five-year contract to Lakeshore Recycling Services, Inc (LRS). In June, LRS will distribute a 95-gallon trash cart and a 65-gallon recycling cart (see examples below). Each household will be allowed to put out additional trash or recycling if they need to, either in an additional cart provided by LRS for \$3.00/cart per month, or in their own container. Resident-supplied recycling or yard waste containers must use the label provided by the Village at no charge. Any additional material set out **after the**

new carts are distributed that isn't clearly labeled will be treated as trash. More details will be forthcoming. Carts are available for viewing in Village Hall.

Staff met with Williams Architects and also together to further drill down on the costs of the Recreation Center and potential sources of revenues to address the cost

escalation due to supply chain issues. Williams and our construction management team at WB Olsen will be ready to bring back some more information on March 27th. Staff also met with LRS and the Recycling Partnership to finalize the grant application to pay part of the costs of the recycling carts. I met with the Community F.U.N. Commission on Tuesday night along with Gina Racanelli, the Staff also met with the City of Wentzville, Missouri to learn about their leadership training partnership with Lindenwood College. We have been looking at options including partnering with the College of DuPage. I attended the DMMC – Managers meeting on Thursday morning and met with department heads individually and collectively.

A few other projects I worked on this week include trying to bring to a conclusion the sale/vacation of the alley parallel to Ardmore, on the west side, between Adams and Jackson. The plat of vacation has never been filed because all of the monies have not been collected to match the vacation approved by the Board of Trustees. I met with the IAFF for collective bargaining. I was joined on the management team with Fire Chief Steve Stapleton and Assistant Village Manager Suzanne McVey. I worked with our attorney Melissa Wolf on groundwater ordinances for Charley's Auto and a third try at a property on Wildwood. I have been working with Adam Hoover on an updated agreement to purchase electric power for the residents of Villa Park. This offer would provide significantly cheaper power and could be 100% green energy at the Board's discretion, if residents have not signed up with a different vendor.

Matt Harline,
Village Manager



Upcoming Agenda Items:

- Amendment to Metra Parking Lot Fees– 2nd Reading
- Change Order for Pump/Well 10
- Pool pass and other Rates
- Public Hearing: Proposed TIF-7 St. Charles Road March 13, 2023 at 6:45pm.
- Swearing in Fire Chief Steve Stapleton
- Monterey Sewer Separation Project

Other Items:

Coffee with the Board on March 4, 2023 at 9:00 a.m. in Board Room at Village Hall on 2nd floor.

To enroll in CodeRED please visit www.invillapark.com and click on the CodeRED icon on the left side of the home page to enroll and choose your alert options. There is also a free CodeRED Mobile Alert app available in the App Store and Google Play.

Staff Meeting



Present:

Matt Harline, Village Manager
Suzanne McVey, Assistant Village Manager
Chief Steve Stapleton, Fire Dept.
Chief Mike Rivas, Police Dept
Greg Gola, Director of Parks, Rec & Fleet Dept.
Pat Burke, Director of Economic Dev. Dept.
Mike Guerra, Director of Public Works
Marc McLaughlin, Director of Comm. Dev. Dept
Chuck Howard, Director of Finance
Sandy Hill, Director of Library
Cheryl Wagner, Executive Assistant to Village Manager

Matt:

- Review of approved Board Meeting items from Feb 27: LRS contract, 1st reading of Metra Lot Fees Change Order approved, and Run of the Month presentation was great.
- Discussion of future Agenda items for March 13th, review of status of Agenda items further in March and April.
- Kudos to Cocoa Crawl event
- Discussion of topics from Sean Casten meeting.
- Book Club is April 28th.
- Discussions over Commissions, content, forms, and future projects.
- Ron Holifield will be delaying his visit temporarily.
- CodeRED users must choose to receive weather alerts (must opt in to receive type of alerts).
- Parking/payment info discussion

Cheryl:

- Discussion/request for name of individual from each department re: access to Records Destruction Application folder/Teams.

Steve:

- Verbal surveys/Lunch with each FD shift.
- Received permission from Fire & Police Board to give 7 candidates start dates of March 15th. Will be using Addison FD training room. The 8th candidate is starting the application process.
- Assisted Lombard with fire with a fatality (hoarder).

Suzanne:

- Commission/Staff Liaison discussion, Social Media discussion.
- Phone consultation re: Agenda software. Website and Newsletter re-design discussions.
- Safety date to be announced.
- Pothole issues
- Concert (vendor, sponsor and other) discussions
- Spring Sweep Banners– Greg to follow up.

Greg:

- Fish Park work has begun, QR codes at playgrounds.
- Change Order on Asbestos Removal
- Lions Park—some tree removal necessary—with Public Works.
- A schedule of work will be put together for Lufkin Park.
- Baseball meeting with D45 is being finalized

Patrick:

- Discussions re: business relocation issues Eclipse Grooming.
- New TIF– Catalyst getting financial analysis together

Sandy:

- Currently working on getting a Public Information Coordinator.
- Annual Report will be coming; yearly IPLAR (state report) was sent in.
- 14 businesses participated in the Cocoa Crawl. It was a fun event with 180 adults and 70 kids who enjoyed the hot cocoa.

Chuck:

- Audit process is ongoing, next meeting end of March.
- Please get 2022 Grant expenditures in.
- 2023 Operating Budget Books are available, would like to eventually move to mostly electronic version.

Marc:

- Last week he was at meeting/seminar for Opengov.com for permitting and licensing needs to redo with more staff.
- He will be attending the Historical Preservation Commission meeting on Thursday.
- Stone Road is not ready to move forward.

Mike R:

- March 9-10 Training with new social worker Mary. She will be available to work 40 hours a week.
- Police Department had a water leak that is being fixed.
- Discussions re: Report Writing Module. Other departments are looking at Hexagon Module.

Mike G:

- July 4th Banner for Trustees are in.
- Public Works is working on filling potholes.
- They are preparing for the anticipated storm the end of this week.
- The weather subscription is active and can give daily or 6-day forecasts.
- Will be attending a demo for Public Works Asset Management Software for inventory.
- Asked about vacation carryover.

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

March 3, 2023

- Attended IRMA Hr/Legal Trends to Watch in 2023 webinar on February 21st. The webinar covered developments in Illinois employment and labor laws for 2023 including the upcoming Illinois Paid Leave for All Workers Act.
- Attended meeting with State of Illinois field representative for record destruction to review the application process and general record retention updates needed to the current village destruction list.
- Attended meeting with the Police Department to review Volunteer P.O.W.E.R. Test and potential incentives for participation.
- Attended Spring Sweep planning meeting. The annual recycling and paper shredding event is scheduled for Saturday May 20th.
- Processed workers compensation and short-term disability claims.
- Submitted ACA filing for 1095C forms
- Processed general liability claims.
- DuPage County remains at low for COVID transmission.
- Current Job Recruitments:
 - Public Works Seasonal positions
 - Parks Building Supervisor (maintenance)
 - Public Works Summer Laborers
 - Engineering Internship
 - Seasonal Parks and Recreation positions
 - Summer Day Camp Staff
 - Part-time Group Fitness Instructor
 - Part-time Police Officers and Firefighters
- Freedom of Information Act Requests Received from 2/17 to 2/23:
 - Community Development –4
 - Fire Department - 0
 - Managers Office -5
 - Police Department – 14
 - Public Works - 0

Total closed FOIA requests for 2/17 to 2/23: 17

Information Technology

Information Technology Manager, Brian Sawyer

March 3, 2023

Hardware-

Removed hard drives and recycled seven computers.

Software-

Configured the firewall to send log files for analysis and alerting.

Miscellaneous-

Re-imaged a raspberry pi device that would not boot for fire 82.

Attended a demo on recreation software.

Assigned/changed new Office 365 licenses to users for this year.

Working with Microsoft on two open tickets.

Our Internet bandwidth for the village was increased from 200MB to 500MB.

Communications

Communications Specialist, Donny Pisano

March 3, 2023

Social Media:

Facebook posts this week:

- National Engineering Week
- Board meeting
- Work Anniversary Lt
- Kelli Kasperski shared post
- Fish park shared post
- Shared national weather

Twitter/Instagram post this week:

- Board meeting
- Work anniversary Lt.

Parks & Rec Facebook posts this week:

- Tai Chi
- Early childhood classes
- Fish park opening
- Spring camp
- Nerf challenge

Misc.

- Posted Fire Chief on LinkedIn
- Updated news headline to include new fire chief
- Updated Job posting (intern, and summer laborer)
- Creative multiple graphics in Canva
- Add public hearing notice to TIF 7
- Updated garbage page on website
- Updates to the chatbot
- Updated parks project (Fish park completed)
- Posted on LinkedIn
- Created and sent out bi weekly newsletter (Feb 24)
- Researched upcoming special event months
- Attended frase zoom meeting

Finance

Finance Director, Chuck Howard

March 3, 2023

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.
- Processed the March 6th bill listing.

Utility Billing

- Process final bills for residents moving out of the Village.
- Processed several meter changeouts and smartpoints.
- Assisted various residents regarding utility billing concerns.

Accountant

- Reconciled weekly Cash Receipts and Utility Billings.
- Attended zoom meeting with auditors on audit update.
- Continued working on audit prep.
- Sent letters to payees for stale dated checks.

Finance Supervisor

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts.
- Continued to analyze utility billing data.

Finance Director

- Off this week.



Villa Park Police Dept.

Police Chief, Mike Rivas

March 3, 2023

DATE: February 23th, 2023—March 1, 2023

STATISTICAL DATA		SPECIAL ATTENTION DETAILS
Total CAD tickets generated	409	HS/ Middle School and Grade School Presence
Officer generated traffic stops	56	Flock Camera Hits for Stolen Vehicles/Wanted
Traffic Citations issued	52	Pursuits and Stop Stick Deployment
Traffic Warning Tickets issued	37	Catalytic Converter Thefts
Number of Bookings Processed	9	Saturation Patrols
DUI Arrests	1	Domestic Violence
Admin. Tows Initiated	2	Mental Illness Calls for Service
Local Adj./Village Ord.	0	Motel 6
Parking citations issued	71	Stone/Michigan/ Ridge/Iowa Parking Enforcement
Compliance violations	2	Restaurants and Bars
Vehicles Booted	0	Retail Thefts
Vehicles Booted (YTD)	11	

CURRENT INVESTIGATIONS

- Graffiti – A Villa Park Officer took a report of graffiti on park district property on Wildwood. Investigation is ongoing.
- Stolen Property – A Villa Park Officer took a report of stolen property that was removed from a residence in the 200 block of West Kenilworth. The investigation is ongoing.
- Disorderly Conduct- A Villa Park Officer took a report of Disorderly Conduct at Vasa on North Ave wherein an unknown subject placed a camera in a public restroom. The investigation is ongoing.
- Retail Theft- Villa Park Officers are investigating a retail theft at Walmart of numerous beauty products where the subject responsible was taken into custody. The investigation is ongoing.
- Retail Theft- Villa Park Officers are investigating a retail theft at Walmart of numerous bottles of liquor where the subject responsible was taken into custody. The investigation is ongoing.
- Sex Assault/ Battery Report- A Villa Park Officer took a delayed report where an employee from business on North Ave claimed that a co-worker grabbed her buttocks. The investigation is ongoing.

ARRESTS

- Reckless Aggravated Fleeing and Eluding
- Possession on Stolen Motor Vehicle
- Aggravated DUI
- Domestic Battery
- Driving While License Suspended/ Operating Uninsured Motor Vehicle
- Retail Theft x 2
- In Jurisdiction Warrant x2

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

CRIME FREE HOUSING

- Nothing new to report

MEETINGS

- Department Head Meeting
- Meeting with NEDFYS
- Meet With Data Analyst Group
- Village Board Meeting
- Police and Fire Commission Mtg

OTHER ACTIVITIES

- DEDIRS Meeting
- Chief Roy Newton (LPD) Retirement Ceremony
- Chief Steve Herron (RPD) Retirement



Villa Park Fire Dept.

Fire Chief, Steve Stapleton

March 3, 2023

Weeks of February 19—February 25, 2023

Incident Report- Fire and EMS calls by type of call

Incident Type	Total Incidents
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	42
Motor vehicle accident with injuries	3
Motor vehicle accident with no injuries.	1
	Total: 46
Incident Type Category: 4 - Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG)	1
Electrical wiring/equipment problem, other	1
	Total: 2
Incident Type Category: 6 - Good Intent Call	
Good intent call, other	1
Dispatched and cancelled en route	1
	Total: 2
	Total: 50

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

Incident Type	Total Incidents
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	5
Motor vehicle accident with injuries	1
	Total: 6
Incident Type Category: 6 - Good Intent Call	
Dispatched and cancelled en route	1
	Total: 1
	Total: 7

Total EMS/Fire Calls: 57
 Total Mutual Aid Calls to Date: 44
 Total EMS/Fire Calls to Date: 474

Programs Offered This Week 3/4—3/12

Babies & Books (two sessions)
Toddler Time (two sessions)
Preschool Storytime
Ready for Reading
Marvelous Mornings
LEGO DuPlo Build + Play
Happy Healthy Yoga

Upcoming Programs



TEEN CRAFT CONTEST
MARCH 1-31 • AGES 13-18

Take your crafty creations to new heights by entering our contest! Registrants will receive a bag of assorted craft supplies to use for their project. The only limit is that the craft must be related to a book/book series! Turn in your project by the end of March to be entered into the contest.

REGISTRATION REQUIRED

VILLA PARK PUBLIC LIBRARY Read. Explore. Enjoy.
305 S Ardmore Ave • Villa Park, IL 60181
(630) 834-1184 • www.vpsl.info



LEGO® DUPLO®
Build + Play

Fridays, January 13; February 3;
March 10; April 14
10-10:30 am • Ages 2-5 with adult

The library's LEGO® DUPLO® bricks are back in action! Join us to build, play, and socialize with other kids and families.

Registration Required

VILLA PARK PUBLIC LIBRARY Read. Explore. Enjoy.
305 S Ardmore Ave • Villa Park, IL 60181
(630) 834-1184 • www.vpsl.info

Meetings and Training Sessions Attended

Library Department Heads
Village Department Heads
Rotary Club meeting
Kiwanis Club meeting
CSLP Artwork Committee meeting
Trivia Night planning meeting
Staff In-Service Day planning meeting
Voter Registrar Training
DuCAP Committee meeting

Cocoa Crawl, February 25

*The library would like to thank everyone who participated in our first Cocoa Crawl.
We hope you had a great time!*

Thank you to our event partners: Villa Park Chamber of Commerce • Friends of the Villa Park Library • Village of Villa Park • Village of Villa Park Environmental Concerns Commission

Thank you to our participating businesses: Chicagoland Beer & Wine Makers • Cornerstone Used Books • Creative Cards and Crafts • Dominicks Pizzeria • Elm Tree Christian Child Care • Eyes On Butterfield • FOCUS Nutrition Fitness Family • Fuel & Crème • Inspire Nutrition Villa Park • Kensho Esthetics • Steuerle Funeral Home • Standard Meadery • Trinity Center Coffee Shop • Villa Park Historical Society and Museum



Library Services

- Members of the SWAN consortium voted unanimously to approve the addition of the Addison Public Library as a member. The official “go-live” date for Addison Public Library’s membership will occur on November 14, 2023
- Cocoa Crawl: library served as starting point for village-wide Cocoa Crawl on February 25; 253 participants
- Staff served as guest reader at the Schafer Guest Reading Day.
- The Winter Reading Program ended on February 28.
- *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.
- Teen Craft Contest conducted through month of March
- VPPL Mini-Library held at Jefferson Middle School
- Latino Family Literacy Program at North School: staff led children’s activities and storytimes
- Book Reviews: 2 book review from the Adult collection written and posted
- Educator Bag: 1 Educator Bag with 22 books delivered to D45 Early Childhood Center
- 24 Hour Lockers: 72 patrons served
- Passport Application Service: 11 new passport applications processed

In the works...

Staff goal-setting meetings with supervisors
 Ongoing project of translation of policies and online catalog sections into Spanish
 Online catalog updated with the week’s new items
 Interviews for the Public Information Coordinator position conducted
 Orientation and training of new Public Services Associate
 Teen Craft Contest kits preparation
 Youth and Adult program planning and preparation
 Staff trained to be Voter Registrars

Submitted by Sandra Hill, Library Director

Economic Development

Economic Development Director, Patrick Burke

March 3, 2023

Economic Development

The Union (110 – 110 S. Villa Ave.)

Staff and Teska Associates met virtually February 27 with Catalyst Partners for an update on its project.

Potential New TIF

Staff and Teska Associates reviewed documents in order to prepare for the March 27 Board meeting.

Business Attraction

Staff met March 1 with a cannabis operator searching for available sites for their next locations.

Business Retention

Staff met February 23 with a St. Charles Rd. business owner to discuss zoning issues and the proposed St. Charles Road Commercial Corridor TIF District.

Certificates of occupancy were delivered February 27 to Car Match Chicago (729 N. Princeton Ave.) and Implant Center of Chicago (302 E. St. Charles Rd.).

Leadership Academy

Staff met virtually March 1 with representatives from Wentzville, MO to learn about its employee leadership academy.

E-Biz Newsletter

The next newsletter was issued March 1 inviting businesses to a networking event hosted by the Chicagoland Food & Beverage Network.

BW Group

Staff met March 1 to discuss follow up activities concerning various code enforcement issues.

Attended the Village Board meeting.

Participated in the department head staff meeting.

Met with Manager Harline.

Community Development

Community Development Director, Marc McLaughlin

March 3, 2023

Community Development Director Updates:

- Community Development participated in a demo for new permitting/licensing software.
- Staff met with the owners of 1000 and 950 N Villa about improving the site.
- Inspection Staff participated in a seminar on inspecting welding, fire damper, and HVAC.

	Feb 23, 2023 Mar 1, 2023	2023 YTD	Feb 23, 2022 Mar 1, 2022	2022 YTD	2022 To- tals
Permits Issued	9	188	28	158	1980
Plan Reviews	22	92	4	34	321
Building Inspections	63	280	67	228	2465
Follow-Up Inspections	45	351	20	288	1860
Site Visits	9	160	110	400	1432
Property Main. Violations	42	538	26	416	1793
Tickets Issued	10	94	2	43	457
Adjudication Cases	0	65	0	66	393
Liens Filed	0	20	26	54	168
C.O. Inspections	0	22	2	44	111
Vacant Property Inspections	0	9	0	6	84
Vacant Properties Registered	0	3	0	4	17

Public Works

Director of Public Works, Michael Guerra

March 3, 2023

Public Works Highlights

- The Village hosted a meeting with Nicor to discuss the Monterey Improvement Project and recent damage to gas lines as part of the construction. This was a proactive meeting as there has been an increase in the number of natural gas service lines that were damaged as part of this project and what can be done to minimize the possibility. Additionally, to increase the communication line between the Village, the contractor and Nicor as there have several reasons for the damage ranging from accidental, mismarked lines, lack of markings, lack of notification of need of refresher calls, etc. This week the contractor continued the 54" storm sewer main line installation. They also began the relocation of the 6" watermain at the intersection of Washington Street and Monterey Avenue. They plan to install sanitary and storm structures at this intersection following the completion of the watermain relocation. This work will take about a week to complete. Please avoid using Washington Street during this time. The contractor will set up a detour plan for traffic while they work in the intersection.
- The Village hosted members of Lombard's Public Works staff to discuss the upcoming capital improvement projects for the Jackson Area Improvements and Westmore Separation Project. Proportion of these projects will be on the shared portion of Addison St. And Westmore St. And Lombard's input on what they wished to be included for their portion was needed. Once the plans are completed, an intergovernmental agreement will be needed.
- Public Work crews had to operate the Wet Weather Flow Treatment Facility this past Monday due to the rain the Village received Sunday night. Additionally, staff have found that the water levels in the combination line and believe that water from Salt Creek is flowing backwards into our system. Crews will review the outfall locations once the creek resides from its current elevated level.
- Staff are reviewing the final plans for Yale Ave. Storm Water Sewer Improvements. This project will improve drainage on Yale from Jackson Ave to Adams. This project will be placed on hold until financing can be confirmed as it was planned to utilize only village funds.

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 Construction of the new 72-inch diameter storm relief sewer as a part of the Jackson Pond Expansion Project is now complete. Earthwork will be the next effort to take place. Staff is working to coordinate the schedule for this work to resume, which will be dependent upon the weather. 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. Staff has reviewed plans and specifications and provided review comments to the design engineering consultant, and has also held several design progress meetings. Staff also met with representatives of the Village of Lombard this week to discuss coordination of the project. This phase will be advertised for bidding when the design is complete. Bidding is currently expected to take place in the next few months.

Maple Area A final balancing change order has been approved. All punch list work has been addressed, site work is fully complete, and the construction contract has been closed out. Staff is now in the process of finalizing the IEPA loan.

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 now complete. The village has also received an approved water construction permit from the Illinois EPA. The formal grant agreement with DuPage County for funding for the construction of this project has been executed and a grant project kick-off meeting has also been held. Staff has held meetings with the engineering design consultant to discuss the bidding schedule and the review of bidding documents by DuPage County staff, as required by the grant funding. Bidding of the project is expected to move forward after that review process is completed.

Monterey This week the contractor continued the 54" storm sewer main line installation. They also began the relocation of the 6" watermain at the intersection of Washington Street and Monterey Avenue. They plan to install sanitary and storm structures at this intersection following the completion of the watermain relocation. This work will take about a week to complete. Please avoid using Washington Street during this time. The contractor will set up a detour plan for traffic while they work in the intersection.

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. The first of the village's two expected REBUILD Illinois projects is now complete. Staff is now working to complete scoping and design of the village's second and final REBUILD Illinois Project. Staff has held multiple meetings with the engineering design consultant to discuss those efforts.

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

Public Works Weekly Statistics

	Week of 03/03/23	Month to Date
Overall		
Service requests	77	284
Streets		
Pothole patching	0	5
Tree trimming	0	0
Tree removal	0	0
Tree limb pickup	1	7
Utilities		
JULIE locates	43	43
Sewer services televised	1	1
Inlets / Catch Basins cleaned	0	0
Water shutoffs performed	18	18
Water meter repair/replacement		
¾"	6	6
1"	0	0
In-house Meter testing	12	12
Large meters installed	0	0
Water valves exercised	36	36
Sewer televised (feet)	200 feet	200 feet

Parks & Recreation

Parks, Recreation and Fleet Services Director Greg Gola

Administration

March 3, 2023

- Staff attended 2 NEDSRA meetings this week. One was to formulate a transition plan for the retiring Executive Director (retirement slated for Dec. 2023). The other was for the monthly Board meeting.
- Williams Architects are in the final stages of Design/Development and should have those documents ready by the end of this week.
- Staff met with Williams Architects last week to discuss Design Development progress and MEP systems in the new rec center.
- Staff setting up a meeting for the Lufkin Park project, with DuPage County Stormwater Division, V3 Engineers, PW Dept and 3D Design, to coordinate and finalize earthmoving and construction schedules, so we can inform and publicize to all residents. The meeting will take place on 3/22.
- Staff attended the Community F.U.N. Commission February meeting on 2/28/2023.
- Staff is compiling pool pass information for the 3/13 board meeting.
- Staff worked/met with contractors for flooring, signage, and lighting.
- Additional and more specific information available upon request.

Parks, Buildings & Grounds Division

- Staff completed repairs to the playground at the intersection of Harvard Ave and Park Ave. The parts ordered back in April of 2022 finally arrived a week ago and weather conditions were favorable for staff to work at the playground and complete repairs. A new fish bridge was installed as well as a new base for the tri-totter feature. All areas of the playground are open for use once again.
- Staff work/repairs continue with, snow removal, inspections, facility improvements, routine maintenance, electrical repairs, plumbing repairs, heating repairs, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.
- Additional and more specific information available upon request.

Recreation Division

Athletics/Fitness/Aquatics

- Spring soccer registration increased to 78. We didn't start taking registrations until March 5 in 2022. Spring Soccer games are scheduled on Saturdays, April 15 to June 3.
- Nate Cook who coordinated and trained our new 3v3 basketball league coaches, is holding a basketball skills clinic for grades K-2 that will run for 4 weeks. We have 9 registered participants. We also have 12 participants registered in the grades 3-5 basketball skills program that runs for 4 weeks starting in April.
- The communication from District 45 has been good for the most part regarding our basketball, Futsal and Women's Volleyball gym rentals. However, there have also been multiple times when the District office informed Village staff the week of or even the day-of for last minute cancelations. This week our Thursday Women's Volleyball League was informed on 2/28 that they would not be able to play on 3/2.
- Staff is preparing to teach a lifeguard class in April/May at the College of DuPage. We have one Lifeguard Candidate registered.

Senior Program Updates

- Chair Fitness on 2/22 had 11 participants.
- Dining Destinations 2/21 had 12 participants go to Sawa's Old Warsaw, Broadview.
- Let's Do Lunch Carryout on 2/23 had 20 participants.
- Mystery Trip 2/24 had 10 participants.

Early Childhood Programs

- Early Childhood programs began a new session this week.
 - Sports of All Sorts with 10 participants
 - All About Animals with 4 participants
 - Little Artists with 7 participants
 - Exploring Toddlers with 8 participants

Special Events

- Princess Ball
 - Friday, March 3 at Elm West (Old Diplomat West)
 - 6-8:30 pm
 - 95 registered
- **NEW** Hunt for the Golden Egg
 - March 27-March 31
 - Co-Sponsored by Villa Park Kiwanis
 - One golden egg will be hidden at each of the following parks each day. Find the egg and bring it to ICC for a prize
 - ICC playground
 - Prairie Path Playground
 - Lions Park
 - Rotary Park
 - North Terrace Park
 - Westmore Park
- Egg Hunt
 - Saturday, April 1 at Iowa Community Center
 - 10 am
 - 27 registered
- The DOG Gone Bunny Egg Hunt
 - Saturday, April 1 at Iowa Community Center
 - 11:30 am
- Mom and Son Date Night
 - Friday, April 21 6:30-7:30 pm
 - Sugar Creek Golf Course
 - 36 participants enrolled

Summer Camp

- Staff continues to recruit summer camp staff.

Support Staff and Misc. Updates

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

Fleet Services Division

- Maintenance and repair work was performed on twelve vehicles.
- Preventative maintenance was performed on four vehicles.
- One service call was performed.
- A breakdown of repairs or maintenance is available upon request.

-