

Weekly Status Report

Village Manager, Matt Harline

VILLAGE MANAGER'S MESSAGE (5/26/23)

I hope all of you have an opportunity to enjoy the three-day weekend in some way, including our police and fire department employees who work every holiday and weekend. On Monday, May 29, VFW Post 2081 will host a memorial salute to “those who’ve paid the ultimate sacrifice for our freedom.” The [ceremony](#) will be from 11 a.m. – 1:30 p.m. at Cortesi Memorial Park. Details can be found on the VFW 2081 website or by clicking the link from the word “ceremony.” The VFW and the Village will also be cooperating on the Thursday night concerts in Cortesi Park which start next week, and the July 4th Parade. Speaking of partnerships and the July 4th Parade, I want to thank Safari Land for being a Sponsor of the Event along with Standard Equipment.

Another exciting event may be coming soon to [Windy City Curling](#). Working with the DuPage Sports Commission they met with representatives of US Curling to try and schedule a national event, probably in 2025 or later. The people at Windy City Curling are great to work with and truly love their sport. It is a fun sport to try as a complete novice too. The event would be just another chance for Villa Park to show off to the nation.

This past Monday Brandon Mitsuka was promoted to Deputy Fire Chief and filling in his previous role Todd Gutzmer advanced to Lieutenant. With these moves we have a complete leadership team in the Villa Park Fire Department for the first time since fall of 2022. The Monday meeting also approved a ceremony on Saturday, June 17th at Steuerle Funeral Home to send off seven local Veterans to Abraham Lincoln National Cemetery. Local Eagle Scout candidate Cooper Merrinette has made it a project of his to make sure the cremains of these veterans are properly buried.

Staff discussed with WellQuest the guidance from the Board regarding their proposed retirement community at the Metra Station. The Board required them to preserve more parking spaces, come down to fewer than 7 stories, and build a train station integrated into the building. WellQuest has indicated a willingness to alter their plans.

Thursday night we had an Open House for people interested in the proposed changes to the building code. Essentially, the Village would be proposing to adopt the 2021 International Building Codes to replace the 2015 codes we are currently operating under. We are also proposing to institute an impact fee on new construction of residential units to help pay for park and recreation facilities. It was also an opportunity for builders and contractors to come and meet with Village staff, but few people attended. The proposal will proceed to the Board of Trustees next.

I spent a good amount of time on personnel matters this week and working with the police on body camera and dash cam updates. Our current equipment is getting outdated. As with every week I met collectively and individually with Department Heads.

Matt Harline,
Village Manager



COW Meeting 6/12/2023:

- Tour of Village Buildings on Home Avenue

Board of Trustees Agenda Items 6/12/2023:

- Resolution—IGA with D45—Baseball—Facilities
- Ordinance re: Building Code Updates Chapters 7, 9 & 22 (First Reading)
- Resolution to Approve contract for PD Cameras— AXON
- Filming PRAC meetings discussions
- Resolution for Comprehensive Assessment of Village Buildings.

Other Items:

Memorial Day Event at Cortesi Park on Monday, May 29th at 11:00a.m.

Villa Park Thursday Summer Concert Series begin June 1st at Cortesi Park. Petty Cash will playing.

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 Mike Rivas, Police Dept.
Deputy Chief Brandon Mitsuka, Fire Dept.
Greg Gola, Director of Parks, Rec & Fleet Dept.
Pat Burke, Economic Development Dept.
Marc McLaughlin, Director of Community Dev. Dept.
Mike Guerra, Director of Public Works
Chuck Howard, Finance Director
Sandy Hill, Director of Library
Cheryl Wagner, Executive Assistant to Village Manager

Matt:

- Discussed items passed at 5/22/23 Board Meeting
- Well Quest proposal discussed as related to UP Stations
- Commissions are not consistently turning in their minutes/reports.
- No Mow discussion—Notice of violations to be sent as of Monday, June 5th. Put notice on Facebook and our Webpage.
- Discussed possible Pollinator Garden with Bill formerly of Pioneer for Lions Park.
- Discussion re: Dept of Justice Agreement— new version will be forthcoming to Village Manager to sign.
- Discussion re: Meeting with Salt Creek Sanitary Sewer District on multiple topics.
- Discussion re: Eco Terra—Patrick B. to set up internal meeting.
- Cop on Top raised \$4,700 for Special Olympics in conjunction with Dunkin Donuts.
- Discussions re: Summer Festival and Concerts at Cortesi, Special Events, COW— Building Tours along Home Avenue.

Mike G.:

- Flags are going up on Ardmore Avenue, etc.
- Hope to have logs out of Lions Park next week
- Parts ordered for Grapple Truck
- Working on several Personnel items.
- Adopt-A-Tree Planting this week—9 trees

Brandon:

- Nothing to Report.

Pat B.:

- JRB Annual Meeting—June 7th.
- Windy City Curling hosted USA Curling.

Sandy:

- Library Board Meeting on Wednesday
- Currently planning their Fall Programming

Chuck:

- Audit follow-up discussions; waiting on final “to-do” from Auditors
- Plans to attend the next Sugar Creek Golf Course Meeting.
- Paperwork completed to establish tax fee status for former Cherokee Rose building.

Marc:

- Open House on Thursday from 3-6pm in the Board Room— topic is Building Permits.
- Code Change Ordinance for first read in June.
- Discussion re: Text Amendments just passed 5/22.

Suzanne:

- Civic Agenda—will send out email Link to site.
- Discussions re: recent claims, processes and reporting and documentation requirement importance.

Greg:

- Sugar Creek golf Course reopened on May 1st
- Since opening on May 1st we have the highest average golf attendance in 5 years.
- We are working on the details for the equipment to be loaned for the Veteran Remembrance Day on June 17th.
- Parking discussions re: concerts and events
- OSLAD Grant discussions

Mike R.

- Received doughnuts from former victim’s family.
- Discussion re: surplus bikes— possible charitable project with Bike, Ped and Transit sub-committee.
- Discussed D. McCann’s status.
- Memorial Day event on Monday at Cortesi—11am.
- Discussed Police presence at Kiwanis Events in July.

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

May 26, 2023

- Continued working with Civic on the implementation of the Civic Agenda software platform. Identified staff were emailed the “first look” of the software to evaluate for additional recommended changes before launching and training is conducted. The IT Manager is currently working to gather files of old agenda packets to upload into the software. We anticipate the platform being launched in June.
- Oversaw research and document collection related to arbitration hearing.
- Conducted various compensation analysis for identified positions.
- Provided updates on risk management process when reporting general liability and workers compensation claims to department heads with the request they conduct a refresher training with employees.
- Worked with IT Manager on consolidation of research related to various software analysis that has been conducted over the last six months to be discussed with the department heads. Additional research into time and attendance software will begin following tentative recommendation of ERP software.
- Managed workers compensation and general liability claims.
- Began update of human resource files maintenance creating Microsoft Teams folder to provide easier access for employees to commonly used forms.
- Continued AFSCME classification committee research. The committee will meet with Public Works Water and Wastewater on Friday May 26th.
- Attended the IRMA webinar “Effects of a Fire Department Suicide – 2 Years Later.”
- Assisted departments with various personnel issues related to compensation, benefits, and discipline.
- Current Job Recruitments:
 - Seasonal Part-Time Facilities Crew
 - Public Works Summer Laborers
 - Engineering Internship
 - Civil Engineer (Full-Time)
 - Lifeguards & Mariners Swim Coach
 - Part-time Group Fitness Instructor
 - Part-time Police Officers and Firefighters
 - Summer Pool Operator/Attendant Summer Day Camp Staff
 - Senior Civil Engineer – *coming soon*

Freedom of Information Act Requests Received from 5/18 to 5/25:

- Community Development –11
- Fire Department - 2
- Managers Office -2
- Police Department – 7
- Public Works - 0

Total closed FOIA requests for 5/18 to 5/25: 17

IT Managers Weekly Report

Hardware-

- Imaged and replaced 5 hard drives with SSD versions.
- Hooked up the PD vault computer after repair of the ceiling.

Software-

- Working with Amazon support on our off-site backup storage for issues.
- Updated and rebooted all servers for monthly patches.

Miscellaneous-

- AT&T came out to setup Internet access and I configured the Wifi for resident use.
- Attended demo of the BS&A module workorders with public works staff.
- Attended a call with Axon to discuss various options for PD body and car camera systems.

Village Manager's Weekly Status Report

Finance Department

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 May 29th bill listing.

Utility Billing

- Processed meter reads for bills being mailed out May 31st.
- Assisted residents regarding utility billing concerns.
- Processing liens to be filed at DuPage County.
- Process final bills for residents moving out of the Village.

Payroll

- Processed new pool employees.
- Set up FOP longevity.
- Sent out payroll sheets for next week's payroll.

Accountant

- Reconciled weekly Cash Receipts and Utility Billings.
- Continued working on audit.
- Worked on interfund transfers for year-end.
- Working on booking journal entries and bank reconciliations for April.

Finance Supervisor

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts.
- Started working on Treasurer's Report.
- Processed meter reads for North Ave. properties.
- Reviewing tax exempt properties for Villa Park.

Finance Director

- Began review and update to 2014 Road Referendum Bond expense tracking worksheet.
- Reviewed final calculations from DuPage County Clerk regarding 2022 Tax Rates and Extensions as basis for 2023/2024 Property Tax Year filing.
- Continued Fire Pension Board Trustee Training requirement.
- Reviewed 2014 discussion regarding prior study of Salt Creek Sanitary District/Village of Villa Park combined billing.



Villa Park Police Dept.

Police Chief, Mike Rivas

May 26, 2023

DATE: May 18th, 2023 – May 24th, 2023

STATISTICAL DATA		SPECIAL ATTENTION DETAILS	
Total CAD tickets generated	497	Car Meetups Large Gatherings	
Officer generated traffic stops	105	School Graduations	
Traffic Citations issued	46	Speeding Autos on Secondary Streets	
Traffic Warning Tickets issued	35	Flock Camera Hits for Stolen Vehicles/Wanted	
Number of Bookings Processed	11	Pursuits and Stop Stick Deployment	
DUI Arrests	0	Catalytic Converter Thefts	
Admin. Tows Initiated	1	Saturation Patrols	
Local Adj./Village Ord.	8	Domestic Violence	
Parking citations issued	50	Mental Illness Calls for Service	
Compliance violations	31	Motel 6	
Vehicles Booted	0	Traffic Stops	
Vehicles Booted (YTD)	3	Restaurants and Bars	
Vehicles Booted Total	13	Retail Thefts	

CURRENT INVESTIGATIONS

- Damage to a Motor Vehicle – An unknown subject broke the rear window of a vehicle on the lot at Haggerty Buick. The investigation is ongoing.

- Suspicious Circumstances- A Villa Park Officer took a report for a subject pointing a gun at someone in the 300 block of West North Ave. A description of the vehicle is listed in the report. The investigation is ongoing.

- Child Neglect – A Villa Park Officer took a report from a mother who stated her children were left home alone by the natural father. The investigation is ongoing.

- Theft of Catalytic Converter- A victim reported his catalytic converter was stolen from his vehicle while eating dinner at Simon's. The investigation is ongoing.

- Theft – Villa Park Officers took a report of a theft of wallet while at the WBHS graduation. The investigation is ongoing.

- Theft- Villa Park officers took a report of stolen baseball cards from a residence by one of the roommates. The investigation is ongoing.

- Child Abuse - VP Officers responded to the 500 block of South Addison for a report of child abuse by one of the parents. DCFS, the Childrens Center, and NEDFYS were all contacted. The investigation is ongoing.

ARRESTS

- Violation of Domestic Battery Bail Bond
- No Valid Driver's License/ No Insurance x 2
- Aggravated Battery
- Obstructing Justice
- In-Jurisdiction Warrant x 2 .

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 Village Manager Harline
- Tri-Town Y Grant Meeting Update
- DuMeg Webinar
- Village Board Meeting
- Fire and Police Commission

OTHER ACTIVITIES

- Special Olympics Cop on Top raised \$4,765
- NIPAS Annual Meeting
- Planning with Addison PD for large scale event on North Ave
- July 4th Parade Committee Meeting
- Detectives Receive Award From 3si for capturing bank robbers



.Thank you to 3SI Security Systems for recognizing our Investigations Unit today!

On 2/16/2023, members of the Villa Park Police Investigations Unit assisted the Lisle Police Department and FBI in the successful capture of a Bank Robbery suspect.

Using the technology of 3SI, Villa Park Police Detectives and members of the Elmhurst, Hinsdale, Chicago and the Illinois State Police tracked and successfully apprehended the offender.



Special thank you to all who came out and donated to the Special Olympics of Illinois. The members of the

Villa Park Police Department raised \$4,765.00 today!



Villa Park Fire Dept.

Fire Chief, Steve Stapleton

May 26, 2023

Week of May 14 - 20

Incident Report- Fire and EMS calls by type of call

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Cooking fire, confined to container	1
Outside rubbish fire, other	1
	Total: 2
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	47
	Total: 47
Incident Type Category: 4 - Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG)	1
	Total: 1
Incident Type Category: 5 - Service Call	
Police matter	1
	Total: 1
Incident Type Category: 7 - False Alarm & False Call	
CO detector activation due to malfunction	1
Smoke detector activation, no fire - unintentional	4
	Total: 5
	Total: 56

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

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

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Building fire	3
	Total: 3
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
Medical assist, assist EMS crew	2
EMS call, excluding vehicle accident with injury	1
	Total: 3
Incident Type Category: 6 - Good Intent Call	
Dispatched and cancelled en route	3
	Total: 3
	Total: 9

Total EMS/Fire Calls: 65
 Total Mutual Aid Calls to Date: 133
 Total EMS/Fire Calls to Date: 1246

Programs Offered This Week

- High School Exam Nights with extended hours
- LEGO Duplo Build + Play
- Marvelous Mornings
- Summer Reading Program Kick-Off Event with Big Run Wolf Ranch Animal Shows

Upcoming Programs



Meetings and Training Sessions Attended

- Department Heads meeting
- Village Department Heads
- Rotary Club meeting
- Kiwanis Club meeting
- Lions Club representation at the Villa Park Spring Sweep
- Northern Illinois Food Bank training sessions
- ILA Noon Network practice session to prepare for May 24 webinar
- Meeting about Public Information Coordinator duties
- Public Services meeting to discuss evaluation process and Summer Reading Program
- Materials Services meeting with Selector about new Selector areas
- Information session on integrated locker system at Bloomingdale Public Library

Library Services

- *English as a Second Language* classes, English conversation sessions, and computer classes taught by the People's Resource Center hosted by the library.
- Online catalog updated with the week's new items
- Nothing Bundt Cakes fundraiser held by the Friends of the Villa Park Library, May 15-20
- VPPL Mini-Library held at Jefferson Middle School
- Teen Book Box Pick-Up started this week
- Summer Reading Program presentation at Montessori Children's Academy
- Three book discussions conducted by library staff
- Paint & Sip program held at Fuel & Crème on May 15; 29 patrons in attendance
- Crafts and goodies handed out at the Oakbrook Terrace Park District *Touch a Truck* event on May 19
- Juneteenth bibliography prepared and published in the June issue of ChiMe, the Chicago Areas Mensa newsletter
- Beanstack updated to reflect 2023 Summer Reading program activities and log
- Homebound patrons: 5 items delivered
- Book reviews written and posted to social media: 1 from Adult Fiction collection; 2 from Youth Fiction collection
- 24 Hour Lockers: 64 patrons served
- Passport Application Service: 14 new passport applications processed



In the works...

- Final planning and preparation for the Summer Reading Program starting May 30
- Research into integrating SirsiDynix WorkFlows into current locker system to streamline the checkout process
- Cybersecurity training for all staff in progress
- Staff evaluation meetings with supervisors
- Northern Illinois Food Bank training sessions attended by Circulation/Outreach staff in preparation for the summer lunch program
- Development of booklists for the Teen area
- High School book collection weeded
- New items ordered for High School book collection and Youth Graphic Novel collection
- Planning and preparation for Youth programming, fall/winter Adult and Tween/Teen programming, and the Adult Book Box Subscription

Submitted by Sandra Hill, Library Director

Community Development

Community Development Director, Marc McLaughlin

May 26, 2023

Community Development Director Updates:

- All annual elevator inspections have been completed by EIS. Invoices to be billed and Certificates distributed.
- Staff held an open house on Thursday May 25th from 3-6pm at Village Hall for the new “ICC 2021 Building Code Adoption and Permit Fee Restructuring”.
- Public Notice for the June 8 PZC meeting went out.
- Staff meet with the developer and architect of The Union, 100 S Villa Ave, to discuss design.

	May 18, 2023 May 24, 2023	2023 YTD	May 18, 2022 May 24, 2022	2022 YTD	2022 Totals
-					
Permits Issued	45	613	52	656	1980
Plan Reviews	15	207	10	115	321
Building Inspections	69	852	55	847	2465
Follow-Up Inspections	50	791	86	694	1860
Site Visits	56	934	16	782	1432
Property Main. Violations	19	968	51	961	1793
Tickets Issued	7	713	12	161	457
Adjudication Cases	12	178	14	154	393
Liens Filed	0	71	0	80	168
C.O. Inspections	0	49	1	71	111
Vacant Property Inspections	1	29	0	21	84
Vacant Properties Registered	0	4	2	7	17

Economic Development

DuPage Convention & Visitors Bureau

Discover DuPage, this year's visitors guide, was just released which included Villa Park's ad.



The advertisement features the text "Explore Villa Park" in a green script font. To the right is the Villa Park logo, which is a circular emblem containing a house, trees, and a path, with the text "villa park" at the top and "THE GARDEN VILLAGE" at the bottom. Below the text is a paragraph describing the location and amenities. Two photographs show a summer concert and a brewfest. At the bottom, there are four icons representing "EAT", "SHOP", "RECREATION", and "GOLF", along with a QR code and the website "invillapark.com".

Discover the Garden Village! Villa Park has direct access to downtown Chicago as well as to the rest of the metropolitan suburbs via commuter rail. This quintessential Midwest community hosts concerts and festivals in its Old Town area. In addition to year-round events, the Illinois Prairie Path, Great Western Trail, and Salt Creek Trail all intersect in the Garden Village.

SUMMER CONCERT SERIES

OCTOBER BREWFEST

EAT **SHOP** **RECREATION** **GOLF**

[invillapark.com](https://www.invillapark.com)

Business Attraction

Staff met with a resident and his development partner on May 18. They are searching for locations for a wine bar/lounge.

Yes Villa Park

The website was updated to promote the Concerts at Cortesi Summer Series starting June 1 with the group, Petty Cash.

Attended the Village Board meeting.

Public Works

Director of Public Works, Michael Guerra

May 26, 2023

Public Works Highlights

- Excavation as a part of the Jackson Pond Expansion Project reached substantial completion this week (see photo). The contractor is now in the process of hauling in and placing new topsoil on the site. Placement of seed and blanket has also begun in the portions of the project area where the placement of new topsoil has already been completed.
- Work on the Monterey Avenue Improvement Project this week included rough grading of the roadway base in preparation for the paving of a preliminary layer of asphalt, or “binder course”, which is expected to take place next week weather permitting. Preparations for parkway restoration continued this week. The contractor is in the process of cleaning up the project area, the roadway, and temporary driveway access ramps in advance of the holiday weekend.
- Following the award of a construction contract and the approval of a construction engineering agreement for the Michigan and Vermont Improvement Project last week, staff held a pre-construction meeting for the project this week. Staff also issued a Notice of Award to the contractor and prepared and delivered contracts for execution.
- A vendor is continuing tree log removal efforts at Lions Park.



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, the village has been awarded CDBG grant funding for the construction of two smaller portions of the larger project. See “**Michigan and Vermont**” below for more information on one of these two portions of the larger project.

Jackson Pond Excavation as a part of the Jackson Pond Expansion Project reached substantial completion this week. The contractor is now in the process of hauling in and placing new topsoil on the site. Placement of seed and blanket has also begun in the portions of the project area where the placement of new topsoil has already been completed. 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. 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 The construction contract for this project has been closed out. Staff is now in the process of finalizing the IEPA loan.

Michigan & Vermont Following the award of a construction contract and the approval of a construction engineering agreement last week, staff held a pre-construction meeting for the project this week. Staff also issued a Notice of Award to the contractor and prepared and delivered contracts for execution.

Monterey Work on the Monterey Avenue Improvement Project this week included rough grading of the roadway base in preparation for the paving of a preliminary layer of asphalt, or “binder course”, which is expected to take place next week weather permitting. Preparations for parkway restoration continued this week. The contractor is in the process of cleaning up the project area, the roadway, and temporary driveway access ramps in advance of the holiday weekend.

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. Staff is working to complete the 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.

Public Works Weekly Statistics

	Week of 05/26/23	Month to Date
Overall		
Service requests	40	427
Streets		
Pothole patching	5	5
Tree trimming	0	0
Tree removal	1	1
Tree limb pickup	3	6
Utilities		
JULIE locates	76	370
Sewer services televised	0	1
Inlets / catch basins cleaned	0	16
Water shutoffs performed	3	36
Water meter repair/replacement		
3/4"	9	55
1"	1	4
Large meters installed	0	3
In-house meter testing	0	24
Water valves exercised	3	26
Sewer televised (feet)	0 feet	0 feet

Parks & Recreation

Parks, Recreation and Fleet Services Director Greg Gola

May 26, 2023

Administration

- Staff attended the Sugar Creek Golf Course Board meeting on 5/23/23. The Golf Course reopened on May 1 and as seen increased play and corresponding revenues. Greens fees are up \$30,000 compared to the same time from last May 2022
- Staff attended the Community FUN Commission meeting on 5/23/23
- Staff discussed the demolition project at CRB with Johler Demolition
- Staff met with contractors to discuss utility disconnects at the Community Recreation Building.
- Staff assisted the VFW by providing a sound system for Monday's event
- The first of the Summer Concerts at Cortesi Veterans Memorial Park will take place on Thursday, June 1. Petty/Cash will be the opening band. Concerts start at 6:30pm
- Additional and more specific information available upon request.

Parks, Buildings & Grounds Division

- Staff worked with the Fire Department to fill Jefferson Pool with water, filling in the past would take days and with the help of Fire took hours, thank you Fire for your help! Staff have the pool up and running and are working to finalize a few remaining items before opening to the public.
- Staff work/repairs continue with pool prep, routine maintenance, HVAC repairs, plumbing repairs, sport fields, landscaping, service requests, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.
- Additional and more specific information available upon request.

Recreation Division

Admin Items

- Pool Pass Sales
 - As of 5-22-2023: 86 passes sold; \$4,996.
 - In 2022 on 5-22-2022: 50 passes sold; \$2,792.

Spring Athletics & Fitness Update

- We have a total of 94 total participants registered in our New Summer Basketball League DuPage Basketball Alliance that starts the week of May 29.
 - We have 62 from Villa Park, Addison has 28 and York Center has 4 registered.
 - Games will be played on Sundays starting on June 4 at area communities.
- Water Fitness is scheduled to start on Monday, June 5 from 11:15am-12pm.

2023 Aquatics Update

- Jefferson Pool Opens June 3!
- As of May 24 we have:
 - 8 Pool Ambassadors
 - 13 Lifeguard Candidates
 - 11 returning Lifeguards
 - 2 Pool Managers
 - 2 Co-Swim Team Coaches
 - 2 Jr. Swim Team Coaches
- Mariners Swim Team priority registration will end at the end of May. We have 94 Mariners registered as of May 24. We had 97 participants in 2022.
- The Parent Meeting was held Wednesday, May 24 at ICC.
- Memorial Weekend Lifeguard Certification class will be held, Saturday, May 27 from 9a-4p and Sunday, May 28 from 11a-6p.
- Memorial Monday we will hold our ALL AQUATIC TEAM Inservice training at Jefferson Pool from 10:30am – 3pm.
- We are still accepting applications for Pool Ambassador/Cashier (18yrs+) and Lifeguard (15yrs+).

Senior Program Updates

- Fun with Watercolors 5/18 had 6 participants.
- Let's Do Lunch Carryout 5/18 had 22 participants.
- Fish Fry FRYDAY Mystery Trip 5/19 had 11 participants.

Day Camp Update

- Camp starts June 5. We currently have 7 counselors and 1 camp director.
- Preparation for Counselor Orientation is underway. Camp Orientation for counselors runs from Tuesday, May 30 to Friday, June 2.
- Mini Adventure Camp starts June 6. We currently have 5 counselors (all returning staff).

Summer Events

- Summer Concert banners and yard signs are up around town.
- Posters for Summer Festival 2023 are in production.
- Sponsor Banner for Summer Concerts is in production.

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 summer season and updated the building schedules. Additional information available upon request.

Fleet Services Division

- Preventative maintenance was performed on one vehicle.
- One service call was performed for a Parks truck that would not start.
- Community Development car 39 had new front and rear brake pads and rotors installed, a/c system was re-charged.
- PW truck 94 had starter removed and replaced.
- PW Vactor truck was taken to dealer to have a small water leak looked at.
- Parks truck 264 was in to have front wheel bearings tightened and was taken for a safety lane inspection.
- Parks truck 258 was in and had a new right side lower tie rod end installed and was taken for a safety lane inspection.
- PW car 72 was in to have a new starter installed for a second time the first new part was defective.
- Police car 189 was in to have watchguard camera system looked at.
- Police car 187 was in to have new front and rear brakes replaced.
- Police car 193 was in to have new rear tires installed.
- Police car 191 was in to check a/c operation and to replace broken windshield washer hoses.
- New police car 191 set up is ongoing.