

Weekly Status Report

VILLAGE MANAGER'S MESSAGE (7/14/2023)

Another major project has been completed and a new one is just under way. Except for a few minor items the **Monterey Avenue Improvement Project** is complete. This was a sewer separation project on Highland and Monterey Avenues between Washington St. and Park Blvd, the new 54-inch diameter storm sewer has been installed. The old, combined sewer is now a dedicated sanitary sewer, and it has been re-lined. The streets, sidewalks and driveway approaches have all been rebuilt as well. The entire Village benefits from removing this stormwater flow from the sanitary sewer system as less water will be flowing into the Salt Creek Sanitary District facility, and the chance of a release of sewage into Salt Creek is greatly reduced. If it works as designed, it will relieve sewerage all the way back to Euclid and Yale.

Today I signed the paperwork to accept a Community Development Block Grant administered by DuPage County and approved by the DuPage Community Development Commission. These federal pass-through funds in the amount of \$600,000 will pay for replacing the aging water line and resurfacing the streets as part of the **Michigan and Vermont Improvement Project**. The streets have deteriorated to the point that an overlay would not be sufficient. We have repaired several breaks in this water main. Any lead service lines discovered will be replaced during this project as well.

Bids for resurfacing of the following streets will be presented to the Board for approval at the next meeting: Division and Elm Streets west of Addison, Wisconsin Avenue from Division to St. Charles, Harvard Avenue from St. Charles to Central, Central Blvd. west of Cornell, Cornell Avenue from Kenilworth to Madison, and Congress Street. Funds for this comes from Villa Park's allocation of REBUILD Illinois funds.

The first year I was here none of the twelve evening concerts were rained out. This year we (especially Kiwanis on Wednesdays) have not been so lucky. We try again this week with Lake Effect at the Ruggard Pavilion starting with concessions at 6:00 p.m. and music at 6:30 p.m.

I got a chance to meet Annette Hernandez at Villa Park Office Equipment (VPOE) on a retention visit today. They have spent their entire 53-year selling furniture and office interiors, all of it in Villa Park. I got a visit a brief history of Villa Park. And now I am sitting at the desk that the Village bought from VPOE and very comfortably. I have continued my conversation with D45 Superintendent, Dr. Anthony Palmisano, and we are trying to work out the details for an SRO for their Villa Park schools, as well as agreement to cooperate on facilities for youth sports. We agree on the big picture. The trick is to agree on the details now. As usual I met with staff individually and also together at staff meeting.

Matt Harline,
Village Manager



Board of Trustees Agenda Items 7/24/2023:

Presentation of winning entries from the July 4th Parade by Standard Equipment and Safari Land

Presentation from Upland Design on OSRAD Grant Application

Resolution Executing an Agreement with ECS for Construction Material Testing Services for Lions Rec Center

Resolution Authorizing an Agreement with Enterprise Fleet Management for Leasing Vehicles

Resolutions Approving Agreements for construction and Phase III Engineering for the 2023 Rebuild Illinois Street Resurfacing Project

Ordinance for a Permanent Utility Easement for Verizon

Resolution Approving DuPage County Hazard Mitigation Plan Update

Other Items:

The Kiwanis Concert will be Wednesday, July 19th at Ruggard Gazebo on the Prairie Path starting at 6:00 p.m. The entertainment will be Lake Effect. Concession stand has - grilled burgers, brats, hot dogs, sno-cones and popcorn.

Weds. 7/11 Staff Meeting



Present:

Matt Harline, Village Manager
Chuck Howard, Finance Director
Dan McCann, Deputy Chief, Police Dept.
Brandon Mitsuka, Deputy Chief, Fire Dept.
Greg Gola, Director of Parks, Rec & Fleet Dept.
Pat Burke, Economic Development Dept.
Mike Guerra, Director of Public Works
Sandy Hill, Director of Library
Cheryl Wagner, Executive Asst. to Village Manager

Matt:

- Discussions about passed Agenda items from 7/10 Board Meeting.
- Discussed upcoming COW meeting in August
- July 4th discussions, post event meeting upcoming
- Discussion about requested COW topic on Commissions.
- Discussion about request for Agenda being sent one week prior to Board Meeting
- Learning event that allows for Dept to Dept type knowledge.
- Discussed internal or external citizens/employee Police Academy or larger program for all departments.

Brandon:

- Adding two more FT PM/FF—third candidate in process & FD will be back to full staff. Starting new Dept List
- Station 82 asbestos removal is complete
- Ballistic gear came in, IFAK kits are on order
- Active Shooter Training with drill August 4th.
- EOP training class— working on EOP update
- Beta testing AED application with Pulsepoint
- No problems at 4th of July Parade

Greg:

- Discussion public meeting on July 17th, 5:30-7:00pm at Iowa Center—Upland process
- Presentation to Board by Upland Design on 7/24 OSLAD application
- WBOlson/Williams (with P&Z Comments)
- Naming rights and legality of Bonds
- Next PRAC meeting is August 8th.
- CRB demo— roof is being taken off today,
- July 27th at 2pm Bid Opening for all contractors, there should be about 24 contracts

Chuck:

- Budget Calendar discussions— will be available in Teams, email on Narratives Sept 1.
- Revenue Projection Discussions
- Audit in Sikich's hands
- Sugar Creek debt forgiveness discussions
- 2014 Bond Fund Transfer discussions

Dan M.:

- National night out is August 1st. Discussed items involved for event.
- Lost candidate— which means we lost our Academy spot.
- Ordered Weight Scale for truck enforcement;
- PD updated car cameras.
- Discussion about Citizen's Police Academy
- Discussions re: Strat's selling. Moving?

Sandy:

- Library Audit presentation to Board
- Losing Bilingual staff member and one other staff member. Strategic Plan— review input

Patrick:

- Code— Food trucks, need Code changes to enhance opportunities.
- Casey's does not want Grand Opening with ribbon-cutting.
- Retention Villa Park Office Equipment on Friday

Suzanne:

- Time Pro \$10K with clocks implementation, then hope to implement September 1st.
- Website launch this Wednesday
- Classification meeting this week
- Paid leave policy/PLFAA discussions— Illinois law— separate bank, 2 hour increments.

Mike G.:

- Personnel shortage; Deb's position posted internally first.
- Michigan & Vermont Work waiting on DuPage
- Rain has caused delays in Lufkin work
- Punch List for contractor for Monterey project.

Cheryl:

- Multiple Special Events Apps and their status.

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

July 14, 2023

- Continued working with Civic on the implementation of the Civic Agenda software platform. We are continuing to gather historical agenda packet data for migration to the new software.
- The updated website went live on Wednesday, July 12th. The website redesign includes a streamlined landing page and improved navigation. We continue to update department content and addressing ease access to information. Village staff are reminded to let the Communications Specialist know if a resident mentions have trouble accessing something on the website. This helps us identified bad links that remain on the page or to review how people are accessing information on the website, thus allowing us to improve the overall user experience.
- Conducting initial research into implementation of the Illinois Paid Leave Law which will provide paid leave for all employees including part-time, seasonal, and temporary employees. The legislation has several specific provisions regarding employer policies for use of the leave that must be evaluated and implemented. Once the Illinois Department of Labor provides specific guidance on the matter and the Village drafts a policy, it will go before the Board for final approval as it will require updating of the Village Handbook.
- Working with Fleet Division on sale of Dodge Hellcat and several outstanding IRMA claim related to vehicle damage.
- Classification and Certification Committee meeting was held on Thursday with the Parks division AFSCME employees.
- Managed workers compensation and general liability claim processing.

- Current Job Recruitments:
 - Recreation Facility Custodial Worker - Evening
 - Civil Engineer (Full-Time)
 - Senior Civil Engineer – *coming soon*
 - Part-time Police Officers and Firefighters
 - Public Works Administrative Assistant – *Internal Posting*
 - Public Works Maintenance I— *coming soon*
 - Police Department– Lateral Hire Patrol Officer
- Seasonal:
 - Parks and Facilities Crew Members
 - Day Camp Counselors/Director
 - Soccer Referees

- Freedom of Information Act Requests Received from 7/7 to 7/13:
 - Community Development –3
 - Fire Department - 1
 - Managers Office -2
 - Police Department – 11
 - Public Works - 4
- Total closed FOIA requests for 7/7 to 7/13: 18
- Upcoming Wellness Event: Annual Flu Shot Clinic is scheduled for September 21st from 7:00am to 10:00am.

Communications

Communications Specialist, Danny Pisano

July 14, 2023

Social Media:

Facebook posts this week:

- Community Choice winners
- Dash, Splash, and Climb
- Lions Park master plan
- Community Choice winners
- Mosquitoes positive
- Concert canceled
- Super sensational saturday

Parks & Rec Facebook posts this week:

- Basketball skills and drills
- Lions master plan
- Tennis programs
- Concert canceled
- Super sensational saturday

Misc.

- Emailed out biweekly enewsletter
- Created social media graphics in Canva
- Edited and posted Fourth of July Pictures
- Updated parks and recreation page
- Added jobs
- Added Lions Park Master plan community meeting to website
- Updated and edited police pages
- Updated and trained chatbot
- Finalized draft two of village matters
- Updated quick links on main page of website

Hardware-

Installed new body cam docking stations and tested them on the network.

Software-

Updated our financial software on the server and all computers that use this.

Updated our security logging and alerting software.

Configuring the new backup server.

Updated and rebooted all servers for monthly updates.

Miscellaneous-

Attended kick off meeting and configuration for new CD ticket system.

Attended inspector training for CD ticket system.

Attended body cam kick-off meeting.

Phishing Security Test Report

06/28/2023 - 07/09/2023

Campaign: Monthly

Monthly from category: Banking and Finance, Social Networking, IT, Government, Online Services, Current Events, Healthcare, Phishing For Sensitive Information, Brand Knock-Offs, Business, Attachments with Macros, Human Resources, Reply-To Only *No Links or Attachments*, Outdoor/Sporting Goods, Mail Notifications, Data Breach, Coronavirus/COVID-19 Phishing

Groups: All users

Statistics

See report at <https://training.knowbe4.com>

| | | | | | | | | |
|------------------------|------------|------------|--------|-------------------|--------------|----------------|--------------|---------|
| 1.7% | 175 | 175 | 3 | 0 | 0 | 0 | 19 | 0 |
| Phish-prone Percentage | Recipients | Deliveries | Clicks | Attachment Opened | Data Entered | Other Failures | PAB Reported | Bounces |

Phish-prone Percentage is calculated from the total number of phishing test failures divided by the number of emails delivered.

Finance

Finance Director, Chuck Howard

July 14, 2023

Finance Department

Finance Specialist

- 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 July 14th bill listing.
- Assisted various residents regarding the delivery of the new garbage cans.
- Assisted various resident regarding utility billing concerns.
- Attended monthly Administrative Assistants meeting.

Utility Billing

- Maternity Leave

Payroll

- Processed July 14th payroll.
- Processed payout due to employee resignation.

Accountant

- Reconciled weekly Cash Receipts and Utility Billings.
- Worked with MFT auditor and provided time-cards and cancelled checks from 2019 as requested.
- We are in the final stages for financial audit for 2022. Continuing to work with auditors.
- Working on bank reconciliations and journal entries.

Finance Supervisor

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts.
- Processed meter change outs and smartpoints for U/B.
- Processed liens to be filed at DuPage County.
- Worked with Caselle removing tag fee service from all accounts.
- Worked with LRS on extra can requests being taken over by the Village starting July 15th.
- Attended monthly Administrative Assistants meeting.

Finance Director

- Continued involvement in Legal Discussion.
- Request for extension to file IRMA Annual Revenue Base document
- Continued monitoring of 2022 Audit issues and requests



Villa Park Police Dept.

Police Chief, Michael Rivas

July 14, 2023

DATE: July 6th, 2023 – July 12th, 2023

| STATISTICAL DATA | SPECIAL ATTENTION DETAILS |
|------------------|---------------------------|
|------------------|---------------------------|

| | | |
|---------------------------------|-----|--|
| Total CAD tickets generated | 418 | Special Events |
| Officer generated traffic stops | 60 | Assisting Other Agencies |
| Traffic Citations issued | 42 | Speeding Autos on Secondary Streets |
| Traffic Warning Tickets issued | 29 | Flock Camera Hits for Stolen Vehicles/Wanted |
| Number of Bookings Processed | 10 | Pursuits and Stop Stick Deployment |
| DUI Arrests | 2 | Commercial Businesses Special Details |
| Admin. Tows Initiated | 2 | Summer Concert Series |
| Local Adj./Village Ord. | 2 | Saturation Patrols |
| Parking citations issued | 41 | Domestic Violence |
| Compliance violations | 0 | Mental Illness Calls for Service |
| Vehicles Booted | 0 | Motel 6 |
| Vehicles Booted (YTD) | 3 | Traffic Stops |
| Vehicles Booted Total | 13 | Restaurants and Bars |
| | | Retail Thefts |

| CURRENT INVESTIGATIONS |
|------------------------|
|------------------------|

- Residential Burglary- An unknown subject broke a window with an unknown object to gain entry into a residence in the 700 Block of N Lincoln Ave. At this time nothing appears to be missing. The investigation is ongoing.
- Fireworks Violation- An Officer observed subjects lighting off fireworks in Lufkin Park. Fireworks were confiscated and the subjects were cited and educated on laws regarding fireworks.
- Criminal Damage to Property- Caller reported that they observed an unknown subject lighting a garbage can on fire causing damage. Investigation is ongoing.
- Burglary- Unknown subjects broke the drive-through window at the smoke shop at 1035 W North Ave and attempted to enter the building. It appears that nothing is missing, however the investigation is ongoing.
- Fireworks Violation- Officers observed a subject lighting fireworks in the middle of the street near N Westmore Ave / W Plymouth Ave. The fireworks were confiscated, and a citation issued.
- Retail Theft- An unknown subject removed a bat from one of the display shelves in the shop located at 270 W North Ave and left without paying. The investigation continues.
- Harassment- A resident in the 200 Block of Terry Ln reported that an unknown subject was harassing them and requesting money from them via an application. The investigation continues.
- Retail Theft- A subject entered the BP Gas Station at 151 W North Ave and removed a bottle of alcohol without paying. Officers located the subject, and a citation was issued.

ARRESTS

- In-Jurisdiction Warrant-Failure to Appear x 2
- NVDL (No Valid Driver's License) / Disobeyed Stop Sign
- Obstructing Identification / Disorderly Conduct – Breach of Peace
- DWLS (Driving with License Suspended) / OUMV (Operating Uninsured Motor Vehicle)
- NVDL / OUMV / Disobeyed Traffic Control Device / Driving Too Fast for Conditions / Driver's License Classification Violation
- DUI x 1
- Aggravated Fleeing and Eluding Police Officer – Exceeding 21 MPH Over Limit / Aggravated Fleeing and Eluding Police Officer – Multiple Traffic Control Device / Disobeyed Stop Sign / Speeding in a Construction Zone – No Workers Present / Improper Lane Usage / OUMV / Driving Wrong Way on One Way Street

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

CRIME FREE HOUSING

Nothing new to report.

MEETINGS

- DC McCann Meetings Attended:
 - Department Head Meeting
 - Meeting with Village Manager Harline
 - Village Board Meeting

OTHER ACTIVITIES

- THANK YOU to our Superintendent of Parks, Brian Roche, for his immediate response to the urgent request for application of safety yellow paint to the PD main front steps.
 - Recently several people had tripped on the steps, and there was much concern about the potential for someone to fall and get hurt with the trip hazard.
 - Within a day of the request, Brian not only had the steps painted but repaired step railings and concrete bases.
 - As this is the busiest time of year for Parks, we are especially grateful for Brian and the Parks team's quick response and help. Thank you again Brian, and Parks & Rec Team!

Reminder: Chief Rivas is on vacation through July 17th. Deputy Chief McCann is running all day-to-day operations.



Villa Park Fire Dept.

Fire Chief, Steve Stapleton

July 14, 2023

Week of July 2 - 8

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, trash or waste fire | 1 |
| | Total: 2 |
| Incident Type Category: 3 - Rescue & Emergency Medical Service Incident | |
| EMS call, excluding vehicle accident with injury | 47 |
| Motor vehicle accident with injuries | 2 |
| Motor vehicle/pedestrian accident (MV Ped) | 1 |
| | Total: 50 |
| Incident Type Category: 4 - Hazardous Condition (No Fire) | |
| Gas leak (natural gas or LPG) | 1 |
| Power line down | 2 |
| Arcing, shorted electrical equipment | 1 |
| | Total: 4 |
| Incident Type Category: 5 - Service Call | |
| Lock-out | 1 |
| | Total: 1 |
| Incident Type Category: 6 - Good Intent Call | |
| Dispatched and cancelled en route | 2 |
| Authorized controlled burning | 1 |
| | Total: 3 |
| Incident Type Category: 7 - False Alarm & False Call | |
| Alarm system sounded due to malfunction | 1 |
| Smoke detector activation, no fire - unintentional | 2 |
| | Total: 3 |
| | Total: 63 |

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

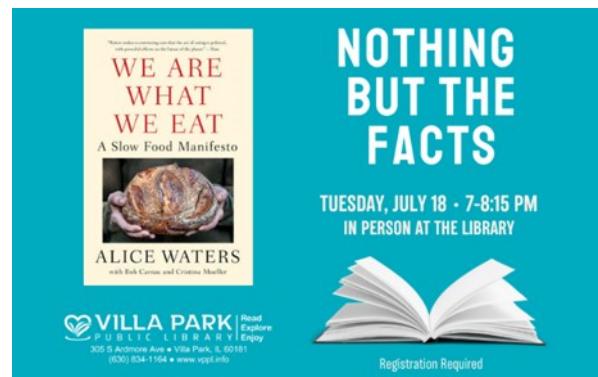
| Incident Type | Total Incidents |
|--|-----------------|
| Incident Type Category: 3 - Rescue & Emergency Medical Service Incident | |
| EMS call, excluding vehicle accident with injury | 5 |
| Motor vehicle accident with injuries | 1 |
| | Total: 6 |
| Incident Type Category: 6 - Good Intent Call | |
| Dispatched and cancelled en route | 2 |
| Smoke scare, odor of smoke | 1 |
| | Total: 3 |
| | Total: 9 |

Total EMS/Fire Calls: 72
 Total Mutual Aid Calls to Date: 201
 Total EMS/Fire Calls to Date: 1724

Programs Offered This Week

Babies & Books (2 sessions)
Toddler Time (2 sessions)
Picture Book Picnic
Sensory Storytime
Rhythm & Rhyme Community Storytime
Teen Trivia Night
Unlikely Animal Friends: Cartooning Class
Spice Club Kit Pickup
Teen Book Box Pickup
VPPL @ Kiwanis Summer Concerts
VPPL @ OBTPD Pop-Up Parties in the Park

Upcoming Programs



Meetings and Training Sessions Attended

Department Heads meeting
Village Department Heads
Rotary Club meeting
Kiwanis Club meeting
SWAN meeting
LuxerOne meeting

Library Services

- Summer Reading Program registration and programming
- Summer Lunch provided for children on Tuesdays, Wednesdays, and Thursdays
- Online catalog updated with the week's new items
- Book Discussions: 2 book discussions led by staff
- Little Free Libraries restocked with 22 books
- Homebound deliveries: 1
- New display this month is Christmas in July movies and CD's
- 24 Hour Lockers: 67 patrons served
- Passport Application Service: 5 new passport applications processed

In the works...

- Cybersecurity Awareness Training ongoing for all staff
- Sexual Harassment Prevention Training ongoing for all staff and Board members
- Preparation for the first semester of the Latino Family Literacy Program

Villa Park 4th of July Parade



Submitted by Sandra Hill, Library Director

Community Development

Director of Community Development, Marc McLaughlin

July 14, 2023

Community Development Director Updates:

- Staff attending the ESRI Conference.
- Packets sent to the Planning and Zoning Commission for the upcoming meeting on July 13th, variations for 613 S Cornell and 230 N Second.

| | July 6, 2023 July 12, 2023 | 2023 YTD | July 6, 2022 July 12, 2022 | 2022 YTD | 2022 Totals |
|-------------------------------------|-------------------------------|-------------|-------------------------------|-------------|----------------|
| Permits Issued | 43 | 897 | 40 | 918 | 1980 |
| Plan Reviews | 8 | 279 | 78 | 228 | 321 |
| Building Inspections | 43 | 1214 | 30 | 1168 | 2465 |
| Follow-Up Inspections | 74 | 1129 | 0 | 851 | 1860 |
| Site Visits | 28 | 1050 | 14 | 887 | 1432 |
| Property Main. Violations | 46 | 1209 | 14 | 1143 | 1793 |
| Tickets Issued | 25 | 337 | 5 | 232 | 457 |
| Adjudication Cases | 30 | 261 | 3 | 188 | 393 |
| Liens Filed | 0 | 97 | 0 | 121 | 168 |
| C.O. Inspections | 2 | 62 | 0 | 78 | 111 |
| Vacant Property Inspections | 0 | 36 | 0 | 42 | 84 |
| Vacant Properties Registered | 0 | 8 | 0 | 7 | 17 |

Economic Development

Union Place Villa Park

The development group considering acquiring Union Pacific's train stations has been analyzing whether one five story building offering senior housing options will be feasible on the parking lot on the north side of the train tracks.



E-Biz Newsletter

The next newsletter was issued July 12 alerting businesses to a new program offered by the Fire Department that would accurately identify the location of automated electronic defibrillators.

Business Retention

A certificate of occupancy was delivered July 7 to Wing Ho (1017 W. North Avenue.).

Business Attraction

Staff has been working with a medical user that is searching for available locations to open its second location.

Staff has been working with a food operator interested in operating a food truck in Villa Park multiple days per week.

Public Works

Director of Public Works, Michael Guerra

July 14, 2023

Public Works Highlights

- Repairs to the Union Pacific Railroad crossing on Villa Avenue continued this week, with the placement of new precast concrete crossing panels now complete (see photo). Paving of the areas in between and adjacent to the panels still remains as of Thursday afternoon. According to the Union Pacific Railroad's contractor, the work is still on schedule for the crossing to be re-opened before this weekend. This work is being completed and funded entirely by the Union Pacific Railroad.
- A bid opening was held this week for the village's second and final REBUILD Illinois Resurfacing Project. The village received five bids, with bid prices that staff considers to be favorable. Staff is now working to prepare a contract award recommendation for consideration at the 07/24/2023 Village Board meeting.
- Construction of the Lufkin Pond Drainage Improvement Project was tentatively expected to begin this week, but recent weather has prevented the work from starting. This project consists of the expansion of Lufkin Pond to provide additional flood control storage volume for the surrounding neighborhoods. This project is being funded entirely by DuPage County, and is being overseen by the county's Stormwater Management Division.
- Pavement marking installation was completed this week as a part of the Monterey Avenue Improvement Project. The contractor also conducted some site cleanup and demobilization efforts this week, while village staff and the construction engineering consultant worked to perform punch list inspection and prepare a punch list for transmittal to the contractor. The contractor will continue to work on punch list completion and final site cleanup.
- Construction of the Michigan and Vermont Improvement Project is now in its initial stages. Preliminary construction activities, including JULIE locate marking, preconstruction video recording, installation of traffic control, and delivery of equipment and materials, are already underway. The contractor is also currently working through pre-construction documentation efforts required by the grant funding awarded to the project. These preliminary activities are expected to take roughly another week to complete, and full construction operations will follow.



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 Remaining efforts as a part of the Jackson Pond Expansion Project include the installation of plant plugs and erosion control measures, and the completion of punch list items. 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.

Michigan & Vermont Construction of this project is now in its initial stages. Preliminary construction activities, including JULIE locate marking, preconstruction video recording, installation of traffic control, and delivery of equipment and materials, are already underway. The contractor is also currently working through pre-construction documentation efforts required by the grant funding awarded to the project. These preliminary activities are expected to take roughly another week to complete, and full construction operations will follow.

Monterey Pavement marking installation was completed this week. The contractor also conducted some site cleanup and demobilization efforts this week, while village staff and the construction engineering consultant worked to perform punch list inspection and prepare a punch list for transmittal to the contractor. The contractor will continue to work on punch list completion and final site cleanup.

REBUILD Illinois A bid opening was held this week for the village’s second and final REBUILD Illinois Resurfacing Project. The village received five bids, with bid prices that staff considers to be

Public Works Weekly Statistics

| | Week of 07/14/23 | Month to Date |
|--------------------------------|------------------|---------------|
| Overall | | |
| Service requests | 94 | 110 |
| Streets | | |
| Pothole patching | 3 | 3 |
| Tree trimming | 1 | 1 |
| Tree removal | 0 | 0 |
| Tree limb pickup | 3 | 3 |
| Utilities | | |
| JULIE locates | 97 | 346 |
| Sewer services televised | 0 | 2 |
| Inlets / catch basins cleaned | 25 | 25 |
| Water shutoffs performed | 12 | 12 |
| Water meter repair/replacement | | |
| ¾" | 10 | 13 |
| 1" | 0 | 4 |
| Large meters installed | 0 | 14 |
| In-house meter testing | 0 | 0 |
| Water valves exercised | 50 | 50 |
| Sewer televised (feet) | 0 feet | 0 feet |

Parks & Recreation

Parks, Recreation and Fleet Services Director Greg Gola

July 14, 2023

Administration

- Staff met on Teams with Upland Design to discuss the OSLAD grant proposal for Lions Park and upcoming community input meeting at the Iowa Community Center on July 17.
- Staff is meeting w/WB Olson and contractors for a Pre-Bid Meeting for Work Package #2 for the Recreation Center. This package includes, in part, the following: General Trades, Interior appointments (tile, flooring, athletic & food service equipment), masonry, concrete, site utilities, excavation and demo, and fire protection. Bid opening will take place on July 27, 2pm at the Iowa Community Center.
- Staff continues to coordinate with Johler Demolition on the Community Recreation Building Demolition project, the building is down, and all material is being hauled away, staff have gathered approx. 75-100 building bricks that will be available to anyone who may like one, we will continue to provide updated information on the website and social media as the project gets closer to completion.
- Staff worked with contractors to discuss roofing projects, and for a Jefferson Pool facility walkthrough and assessment.
- Additional and more specific information available upon request.

Parks, Buildings & Grounds Division

- Staff work/repairs continue with event prep, pool maintenance, routine maintenance, HVAC repairs, plumbing repairs, electrical 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

| | 2023 <i>(thru 7/12/2023)</i> | 2022 | 2021 | 2020 | 2019 |
|-------------------------|--|------------------|------------------|------------------|------------------|
| PROGRAMS OFFERED | 657 | 457 | 500 | 500 | 500 |
| CANCELLED | 89 | 58 | 122 | 459 | 151 |
| HELD | 561 | 399 | 378 | 41 | 349 |
| TOTAL REVENUE | \$327,807 | \$551,307 | \$541,431 | \$325,460 | \$866,095 |

Aquatics

- Pool Pass Sales -- 493; \$27,646 (In 2022 - 506; \$30,680)
- Pool Gate Attendance & Admission – 7,847 patrons; \$18,680 (In 2022 – 9332; \$21,214) – *This year, Jefferson Pool has been closed 8.25 days through 7/9. Last year, Jefferson Pool was closed 2.75 days. In part, this explains reduced gate attendance and revenue.*
- Patron Appreciation Day was held on Thursday, July 13, 2023, from 1-5pm. DJ Coach Josh brought pool party-tunes; Michael Anthony's pizza was sold.
- Mariner's Swim Team B-Conference is on Saturday, July 15 at Carol Stream and A-Conference is at Bartlett on July 22.

Summer Athletics

- P2Soccer Summer Soccer camp starts on July 17 and currently has 25 enrolled. We had a total of 19 enrolled in 2022.
- Staff is submitting building use forms for District 45 for the 2023-2024 school year. Staff is hopeful the Village will not incur rental fees and D45 will.

Senior Program Updates

- Let's Do Lunch Carryout 7/6 had 18 participants who enjoyed lunch from Lily's Café, Lombard.
- The senior free meals program with the DuPage County Sheriff's Department had 15 participants 7/8.

Day Camp Update

| Jr. Adventure Adventure and Senior Adventure Camp | Current Enrollment | 2022 Enrollment |
|---|--------------------|-----------------|
| Week 1 | 23 | 25 |
| Week 2 | 35 | 33 |
| Week 3 | 32 | 24 |
| Week 4 | 36 | 21 |
| Week 5 | 31 | 27 |
| Week 6 | 37 | 26 |
| Week 7 | 30 | 23 |

| Mini Adventure Camp 9- 1 pm | Current Enrollment | 2022 Enrollment |
|--------------------------------|--------------------|-----------------|
| Week 1 | 22 | 9 |
| Week 2 | 25 | 11 |
| Week 3 | 24 | 11 |
| Week 4 | 24 | 10 |
| Week 5 | 24 | 10 |
| Week 6 | 24 | 10 |
| Week 7 | 22 | 12 |

| Afternoon Fun (NEW) 1-4 pm | Current Enrollment |
|----------------------------|--------------------|
| Week 1 | 13 |
| Week 2 | 15 |
| Week 3 | 12 |
| Week 4 | 12 |
| Week 5 | 10 |
| Week 6 | 14 |
| Week 7 | 7 |

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 fire ambulance M81, an oil change, fuel filters and a replacement seat back were replaced.
- Public Works truck 65 was in for an oil change.
- Public Works truck 48 is in the shop for an oil change, all filters and to repair rear brakes.
- Repairs were made to fire engine E80, a new guage was installed on pump panel.
- Public Works truck 25 had a new mars light assembly installed.
- Fire pickup U81 was in to replace a tire sensor, repair overhead emergency lights.
- Police car 197 is having all police equipment removed as car was damaged in an accident.
- New police car 192 setup is being worked on.