

Weekly Status Report

VILLAGE MANAGER'S MESSAGE (10/04/2024)

Next week is a bit of a good news bad news week. The bad news is that several roads will be impassable next week. The good news is that it will be for repairs to them. For starters, after numerous calls from President Cuzzone, the Canadian National Railroad will be repairing the crossing on Addison Road all next week. We are looking to make the detour map available. We are also beginning work on Wisconsin Avenue from Vermont to Ridge on Monday, as well as the sidewalk replacement program and flushing hydrants around town. Iowa Avenue between the ICC and Plymouth project is winding up today, so that will be cleared up. We also will be announcing a date for the Tri-Trail Connector Project ribbon cutting soon.

This week I spent a lot of the week working on draft intergovernmental agreements (IGAs) with our legal team and the two school districts affected by The Union 238 unit apartment complex – District 45 and District 88. State law requires the Village to make payments to the school districts to make them whole if TIF projects stimulate an increase in students in the district. The district has the right to waive part or all of those payments in order to see the overall growth and development of the property in their district. With an IGA in place the Village will be able to go to the Bond market with assurances that the project will be able to cover the bond payments and all obligations.

Budget meetings continued this week. We have finished with the departments and taken a first glance at the Capital Improvement Budget. We are also reviewing revenues which are okay, but not exceptional. This will be combined into a draft summary of the budget for review on October 21st. The first draft of the complete budget (minus some text) should be ready for review on November 11 and the Public Hearing will be held on November 25. We will be continuing the leasing of vehicles for an additional year, but we will be focusing more on leasing vehicles for public safety only.

The weekends get pretty busy starting tonight with the Kiwanis/Rotary night golf at Sugar Creek Golf Course. Tomorrow morning, I will be attending the D45 Strategic Planning Workshop, as the Easter Seals Superhero Hustle is getting underway. It is also Coffee with the Board. Later the Village will hold the seventh annual Brewfest at Cortesi Park in perfect weather from 2 – 5:30 for general admission. MORE Brewing will be holding a second Artisan Market at their brewery on Villa Avenue on Sunday, Oct 6 at noon. Next weekend on Saturday we have both the Annual Fire Prevention Week Open House will be at Station #81 on South Ardmore Avenue from 12 – 3 pm and Autumn Jubilee from 12 – 6pm. This year they have added a haunted trail walk along the Great Western Trail.

This week I met with AFSCME as we voted on a package of proposals to negotiate in the contract opener they were promised for the contract that ends April 30, 2026. I attended the Kiwanis Annual Installation Dinner, met with both D45 and D88 leadership together. We had Cory Plasch at the weekly department head meeting to work on Strategic Plan implementation where I met with department heads and I also met with them individually. To all who celebrate Rosh Hashanah a belated Shana Tova and Yom Tov for the upcoming Yom Kippur Holiday.

Matt Harline,
Village Manager



UPCOMING ITEMS

Committee of the Whole 10/14

Discussion of TIF Alternative Revenue Source GO Bond Sale in Support of The Union Apartment Project

Board of Trustees Agenda Items 10/14

- Public Hearing on GO Alternative Source Bonds
- Resolution Approving membership fees and hours of operation for the Villa Park Recreation Center.
- A Resolution Establishing the Village Board of Trustees, Committee of the Whole, Village Holidays and the Coffee with the Board dates for 2025.
- An Ordinance Establishing AAAA Liquor License for a Tavern without Gambling.
- Resolution Authorizing Fire Station 82 HVAC Improvements
- Resolution Authorizing AEDs on State Cooperative Purchase
- An Ordinance Amending Chapter 2 to Allow Contract Authority to Match Purchase Authority
- Resolution Approving an IGA with Illinois Department of Transportation for modernization along IL Route 64.
- Resolution Authorizing the Purchase of a Aerial Truck under Cooperative Purchase Agreement.

Other Items:

Commission Vacancies:

- Video Production Commission (2)
- Fire Pension Board (1)
- Historical Preservation (1)
- Community F.U.N Commission (1) junior commissioner opening
- Senior Concerns Comm (1)

Tues. 10/01/2024 Dept. Head Meeting



Present:

Matt Harline, Village Manager
Suzanne McVey, Asst. Village Manager
Mike Rivas, Chief of Police
Brandon Mitsuka, Chief of Fire Department
Greg Gola, Director of Parks and Recreation
Chuck Howard, Director of Finance
Mike Guerra, Director of Public Works
Marc McLaughlin, Director of Comm. & Econ. Dev.
Sandy Hill, Library Director
Cheryl Wagner, Executive Assistant to VMO

Matt:

- In-person meeting with Cory Plasch from CP2 Consulting today at Dept Head meeting to discuss implementation and action steps for Strategic Plan.
- Discussed items for 10/14 & 10/28 Agendas, further out dates/items discussed and importance of deadlines.
- PowerPoint documents by 17th for Budget meeting on 21st at 6pm.
- Discussed Strategic Plan initiative drafts, actions, and person responsible.
- Plaque for VPRC discussed.

Cheryl:

- Special events, number of police requested for events discussed.

Brandon:

- Lt. Dave Richardson promotion
- Open house on October 12th at Station 81.
- 4 candidates currently in background checks
- Cost analysis of GEMT just completed
- Discussion on Ambulance revenue
- Three staff attended School Inspection Program.
- Researching temporary housing for Fire Department while Station 81 repairs completed.

Greg:

- Pre-construction meeting with Hacienda & WB Olson
- Brewfest 210 pre-sale tickets sold, looking at 100 more to be sold.
- Completion of Cortesi bricks continues
- Close out paperwork for Lufkin Park to get remaining \$200K reimbursement
- Change orders to Finance, paperwork to get \$5M in processed for State IDNR grant VPRC..

Suzanne:

- TimePro and HR/Payroll position discussed—look internal to fill position first.
- Village Matters to Riley by 10/25 for December 2024 to March 2025.
- Night Golf looks to be very well attended.

Marc:

- Meeting on site at Iowa to discuss Fire Dept housing possibilities.
- Meeting with Historical Preservation Commission 10/3, voting in new chairperson, discuss 2025 calendar and Award Plaque program.
- Danita's return from vacation affected by Hurricane Helene.

Chuck:

- Revenue projections on budget are good.
- Working with Parks to get the first \$5M reimbursement
- BS&A credit card collection payments, signatures needed on file.
- Audit draft close to done (Oct 8-15).
- Looking at Quarterly Federal Tax filing for payroll.
- Changing with personnel, looking at taxes and required items.

Mike R.:

- 3 officers and 1 CSO in training currently.
- Meeting 10/10 at 9:30am and 11:00am which may cause parking issues at Village Hall.
- Discussed Virtual Reality Training recently attended.

Sandy:

- Next Wednesday Friends of Library meeting
- D45 Strategic Plan Meeting Saturday
- Working on several Grants.

Mike G.:

- Planting trees continues
- PW parking lot striping next week
- Fall hydrant flushing begins next week.
- Iowa surfacing this week.
- Tri-Trail ribbon cutting date discussion

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

- Kiwanis/Rotary Night Golf event scheduled for October 4th at 6:15 pm at Sugar Creek Golf Course.
- Met with Endeavor Health to review flu shot and wellness options for Village employees. Flu Shot and bio-metric screening clinic is hoping to occur end of November.
- Processed workers' compensation and general liability claims.
- Assisted departments with various personnel issues.
- Attended department budget meetings.
- Coordinated and picked up donations for night golf events.
- The AFSCME Classification Committee met on Thursday and approved a final recommendation on the relevant topics. The final recommendation will be sent to AFSCME and Village representatives and the contract will reopen as it relates to the topics at hand. A first bargaining meeting is scheduled for the end of October.
- Reviewed Parks and Recreation logo designs and website updates with Communication Specialist and IT Manager.
- Drafting facility/member agreement for the recreation /center.
- Processed employee and retiree benefit changes.
- Annual sexual harassment prevention training will be sent out to employees, volunteers and board members in October. To be completed before the end of the year.
- Current Job Recruitments:
 - Finance/VMO – Human Resources and Payroll Analyst (*Internal*)
 - Finance – Finance Supervisor (*Coming Soon*)
 - Parks & Recreation – Dance Instructor
 - Parks & Recreation – Early Childhood Assistant
 - Police Department – Lateral Hire and Part Time Patrol Officers
 - Public Works – Maintenance I - Utility

Freedom of Information Act Requests Received from 9/27 to 10/3:

- Community Development – 8
- Fire Department - 0
- Managers Office/Finance -1
- Police Department – 14
- Public Works – 0
- Parks and Recreation – 0

Total closed FOIA requests 9/27 to 10/3: 16

Hardware-

- Replaced all rollers in a scanner at PD to prevent it from jamming.
- Replaced failed TV at PW.

Software-

- Upgraded our SIEM logging software to a new version.
- Finishing up GIS endpoint data for BS&A to test.
- Scheduling work order demonstration for PW personnel.

Miscellaneous-

- Attended a demo of an archiving product for email and social media accounts.
- Attended a walkthrough of VPRC to see progress and make sure everything looks correct.
- Changed the shortcut to the ticketing software on all squad cars.
- Rescheduled Comcast install at VPRC until electric and rack is installed.

September Monthly Metrics

[Remember to subscribe to the bi-weekly Village Roundup e-Newsletter! \[click\]](#)

Website

| | | | | |
|-------------|-----------|----------|--------|--------------------------|
| Total users | New users | Sessions | Views | Average session duration |
| 18,660 | 17,034 | 24,337 | 44,639 | 00:02:25 |

| Search Term | Event count |
|---|--------------|
| Free fall leaf collection program | 24 |
| Garbage & Recycling | 18 |
| Fall Leaf Collection | 17 |
| foia | 14 |
| bids | 11 |
| Staff Directory | 10 |
| compliance inspection | 10 |
| Letter - Residents - Notice 07 (Adams Overnight Parkin... | 9 |
| Garbage | 8 |
| Lori guimond | 8 |
| Jobs | 7 |
| Overnight parking | 7 |
| Sewer Reimbursement Program | 7 |
| contractor | 7 |
| overnight parking | 7 |
| Grand total | 1,539 |

| Page title | Views |
|--|-------|
| Villa Park, IL - Official Website Official Website | 6,699 |
| News Flash • Oak Leaf Itch Mites: How to Detect, Prevent, an | 3,169 |
| Search • Villa Park, IL • CivicEngage | 3,088 |
| Jobs • Maintenance Worker 1 - Utility | 1,906 |
| Parks & Recreation Villa Park, IL - Official Website | 1,594 |
| Jobs • Villa Park, IL • CivicEngage | 1,000 |
| Billing & Payment Villa Park, IL - Official Website | 985 |
| Villa Park Police Department Villa Park, IL - Official Website | 946 |
| Agendas and Meeting Minutes Villa Park, IL - Official Website | 884 |
| Garbage & Recycling Villa Park, IL - Official Website | 784 |

Social Media:

| 📌 Followers > Social network | | 📌 New followers > Social network | |
|------------------------------|-------|----------------------------------|----|
| Facebook Page | 7,206 | Facebook Page | 76 |
| Twitter | 2,097 | Instagram Business | 44 |
| Instagram Business | 1,936 | LinkedIn Page | 18 |
| LinkedIn Page | 688 | Twitter | 6 |
| | | Youtube Channel | 0 |

| 📌 Post reactions & likes > Social ne... | | 📌 Post shares > Social network | |
|---|-------|--------------------------------|-----|
| Instagram Business | 1,074 | Instagram Business | 243 |
| Facebook Page | 958 | Facebook Page | 164 |
| LinkedIn Page | 186 | Twitter | 4 |
| Twitter | 59 | LinkedIn Page | 0 |

| 📌 Post comments & replies > Social... | |
|---------------------------------------|-----|
| Facebook Page | 173 |
| Instagram Business | 24 |
| LinkedIn Page | 3 |
| Twitter | 3 |

| 📌 Post reach > Social network | |
|-------------------------------|--------|
| Facebook Page | 59,943 |
| Instagram Business | 19,931 |

| 📌 Post impressions > Social network | |
|-------------------------------------|--------|
| Facebook Page | 60,291 |
| Instagram Business | 21,473 |
| LinkedIn Page | 6,751 |
| Twitter | 3,500 |

| 📌 Post reach > Post type | |
|--------------------------|-------|
| Photo post | 7,332 |
| Story | 6,604 |
| Carousel album | 3,811 |
| Reel | 2,184 |

| 📌 Posts > Social network | |
|--------------------------|----|
| Instagram Business | 63 |
| Facebook Page | 34 |
| Twitter | 22 |
| LinkedIn Page | 6 |
| Youtube Channel | 0 |

| 📌 Post key interactions > Type | |
|--------------------------------|----|
| Likes | 59 |
| Retweets | 4 |
| Replies | 3 |
| Quote tweets | 1 |

Facebook

Top posts



On August 13th, one of our residents, Shirley, celebrated her 100th birthday! 🎂 Our Fire Department helped celebrate with a parade of fire trucks and ambulances, and she was surrounded by family and friends. Her late husband was also a volunteer firefighter in Villa Park from 1955 to 1985. Keep

263 likes and reactions



Today on National Police Woman Day, we proudly recognize and celebrate the incredible women of the Villa Park Police serving in our Village with dedication and courage: - Elizabeth Gonzalez – since December 2004 - Sonia Bregman – since March 2008 - Elsa Franco – since January 2024 - Stavroula Kappos – since

103 likes and reactions



Here's the latest on the Villa Park Recreation Center construction! Exterior windows are nearly complete, with the new wall panels and metal soffits in progress. Sheet metal coping is being added to the gym roof, and rooftop units are underway. Interior drywall is ongoing, with the gym painted and the second

80 likes and reactions

Instagram

Top posts



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275 likes



Did you hear the steam whistle this morning? Big Boy No. 4014 passed through Villa Park on its Heartland of America tour! This legendary locomotive, which traveled over a million miles before retiring in 1961, was restored and returned to service in 2019 for the Transcontinental Railroad's 150th Anniversary. Union

135 likes



The Villa Park Fire Department held its annual Patriot Day ceremony to honor those who lost their lives on September 11, 2001. We were joined by the Willowbrook High School Choir for a heartfelt performance of the national anthem. The ceremony, led by Fire Chief Steven Stapleton, featured speeches

92 likes

Twitter (X)

Top tweets



Our resident Shirley turned 100 on August 13th! 🎂 The Fire Department organized a parade of fire trucks and ambulances to celebrate, surrounded by family and friends. Her late husband was a volunteer firefighter in Villa Park from 1955 to 1985. Happy birthday, Shirley! 🎉

12.87% engagement rate



Big Boy No. 4014 rolled through Villa Park today! 🚂 This legendary locomotive, restored for the Transcontinental Railroad's 150th Anniversary, is on its Heartland of America tour. See the rest of the schedule here: <https://ow.ly/nlnk50TjulG#up4014#unionpacific>

9.35% engagement rate



If you'd still like to pick up a Drive Like Your Kids Play Here sign, head over to our police department! Thank you to our Traffic and Safety Concerns Commission. 🚔 https://twitter.com/villapark_il/status/1832143796559077875/photo/1

7.69% engagement rate

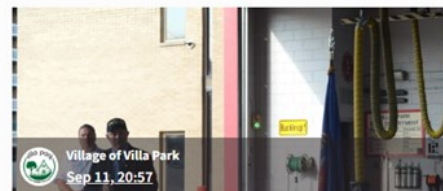
LinkedIn

Top posts



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144 reactions



The Villa Park Fire Department held its annual Patriot Day ceremony to honor those who lost their lives on September 11, 2001. We were joined by the Willowbrook High School Choir for a heartfelt performance of the national anthem. The ceremony, led by Fire Chief Steven Stapleton, featured speeches

15 reactions



Here's the latest on the Villa Park Recreation Center construction! Exterior windows are nearly complete, with the new wall panels and metal soffits in progress. Sheet metal coping is being added to the gym roof, and rooftop units are underway. Interior drywall is ongoing, with the gym painted and the second

13 reactions

Finance Specialist

- Processed utility billing payments daily from the mail, drop box and over the counter
- Processed payments for utility taxes, places of eating tax remittances, licenses, special events, and various payments from PW, CED, Police, Parks & Recreation and Fire departments
- Processed the October 7th bill listing

Utility Billing

- Processed final bills for residents moving out of the Village
- Assisted residents regarding utility billing concerns
- Processed meter change outs and added smart points

Payroll

- Vacant

Accountant

- Reconciled weekly Cash Receipts and Utility Billings
- Sent out monthly financial reports to Dept. heads for August
- Attended BSA meeting for status update
- Updated Utility Billing to General Ledger for September
- Working on journal entries for September

Finance Supervisor

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts
- Processed October 4th payroll
- Started cross training on Finance Supervisor position due to resignation

Finance Director

- Participated in Departmental budget discussions for 2025 Budget
- Continued review of Village revenue projections for 2025 Budget
- Communicated with Amalgamated Bank regarding status of amounts on deposit
- Participated in preliminary search for Finance Department personnel vacancies



Villa Park Police Dept.

Police Chief, Michael Rivas

DATE: September 26th —October 2nd, 2024

| STATISTICAL DATA | | SPECIAL ATTENTION DETAILS |
|-----------------------------------|-----|--|
| Total CAD tickets generated | 419 | Strat's Over Crowding and Parking Concerns |
| Officer generated traffic stops | 57 | Traffic Calming near Schools |
| Traffic Citations issued | 43 | Burglary Crews |
| Traffic Warning Tickets issued | 36 | Traffic Grants |
| Number of Bookings Processed | 9 | Special Events |
| DUI Arrests | 0 | Speeding Autos on Secondary Streets |
| Admin. Tows Initiated | 3 | Flock Camera Hits for Stolen Vehicles/Wanted |
| Village Ordinance | 0 | Saturation Patrols |
| Parking citations issued | 46 | Domestic Violence |
| Local Adj./ Compliance violations | 2 | Mental Illness Calls for Service |
| Vehicles Booted | 0 | Motel 6 |
| Vehicles Booted (YTD) | 4 | Restaurants and Bars |
| Vehicles Booted Total | 13 | Retail Thefts |

CURRENT INVESTIGATIONS

- Harassment – A Villa Park Officer took a report for harassment where a victim came into the station to make a report. Incident occurred on Michigan Ave. The investigation is ongoing.
- Criminal Damage to Property – A Villa Park Officer took a report for criminal damage to property where a driver's side window was shattered. The incident occurred on North Douglas. The investigation is ongoing.
- Criminal Damage to Property – A Villa Park Officer took a report for criminal damage to property where a driver's side window was shattered. The incident occurred on East Maple. The investigation is ongoing.
- Theft – A Villa Park Officer took a report for theft where a subject removed several belongings from another on North Ave. The investigation is ongoing.
- Fraud – A Villa Park Officer took a report for fraud where the business, Chipotle, was the victim. The investigation is ongoing.
- Motor Vehicle Theft – A Villa Park Officer took a report for rotor vehicle theft at Ovaltine. The vehicle was later located. The investigation is ongoing.
- Criminal Damage to Property – A Villa Park Officer took a report for criminal damage to property where a storefront window was smashed on St. Charles. The investigation is ongoing.
- Theft – A Villa Park Officer took a report for theft of a backpack at Harvard and Vermont. The investigations are ongoing.

ARRESTS

- No Valid Driver's License x 2
- Driving While License Suspended x 6

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

CRIME FREE HOUSING

- No report.

MEETINGS

- Department Head Meeting
- Strategic Planning Meeting
- Meeting with the Village Manager
- Tri-Town Grant Meeting
- DuPage Chief's General Membership

OTHER ACTIVITIES

- Budget Discussions
- Virtual Reality Training Demonstration
- DuPage State's Attorney's Training Symposium



Chief Mike Rivas being sworn in as the Secretary of the DuPage Chiefs of Police Association Executive Board on Thursday, September 26, 2024.



Villa Park Fire Dept.

Fire Chief, Steve Stapleton

Weekly Report: September 22-28

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 |
| | Total: 1 |
| Incident Type Category: 3 - Rescue & Emergency Medical Service Incident | |
| EMS call, excluding vehicle accident with injury | 42 |
| Motor vehicle accident with injuries | 2 |
| | Total: 44 |
| Incident Type Category: 4 - Hazardous Condition (No Fire) | |
| Carbon monoxide incident | 1 |
| Electrical wiring/equipment problem, other | 1 |
| Power line down | 2 |
| Arcing, shorted electrical equipment | 2 |
| | Total: 6 |
| Incident Type Category: 6 - Good Intent Call | |
| Good intent call, other | 1 |
| Dispatched and cancelled en route | 2 |
| | Total: 3 |
| Incident Type Category: 7 - False Alarm & False Call | |
| Alarm system sounded due to malfunction | 1 |
| Smoke detector activation, no fire - unintentional | 1 |
| | Total: 2 |
| | Total: 56 |

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 | 4 |
| Motor vehicle accident with injuries | 1 |
| Water & ice-related rescue, other | 1 |
| | Total: 6 |
| Incident Type Category: 6 - Good Intent Call | |
| Dispatched and cancelled en route | 5 |
| | Total: 5 |
| | Total: 11 |

| |
|---|
| <p style="text-align: center;"> Total EMS/Fire Calls:67 Total Mutual Aid Calls to Date: 318 Total EMS/Fire Calls to Date: 2473 </p> |
|---|

Programs Offered in the Week of October 6-12

Babies & Books (2 sessions)
Toddler Time (4 sessions)
Preschool Storytime
Ready for Reading
LEGO DUPLO Build + Play
Cartoon Monsters! Cartooning Class
Girls Who Code 9-12 Grade Club
Fiber Arts Craft Circle
Craft Supply Swap
Happy Healthy Yoga
Medicare 101
Home Energy Savings / Decarbonization, presented by the Citizens Utility Board (CUB)
Illinois Libraries Present: Erika Sanchez
Nothing But The Facts: Traveling the World to Find the Good Death, by Caitlin Doughty

Upcoming Programs



ILP
ILLINOIS
LIBRARIES
PRESENT

BEING IMPERFECT WITH
ERIKA SÁNCHEZ
Wed, Oct 9 | 7 PM

Online Program
To register, call the library
at (824) 834-1164, use
the QR code, or visit:
<https://library.villapark.com/online>

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

VILLA PARK | Read
PUBLIC LIBRARY | Explore
Enjoy
305 S Ardmore Ave • Villa Park, IL 60181
(824) 834-1164 • www.vppil.info



Craft Supply Swap
Sunday, October 6
2 - 4 pm

Have craft supplies you no longer need? Looking looking for some creative inspiration? Join us for a craft supply swap! Drop off unneeded but usable supplies from Monday, September 30 to Friday, October 4. See www.vppil.info for more info.

VILLA PARK | Read
PUBLIC LIBRARY | Explore
Enjoy
305 S Ardmore Ave • Villa Park, IL 60181
(824) 834-1164 • www.vppil.info

Meetings and Training Sessions

Department Heads meeting
Village Department Heads meeting
Rotary Club meeting
Kiwanis Club meeting
Admin Staff meeting
PR Staff meeting
Circ/Outreach Staff meetings
Voter Registrar training
Tri-Town YMCA's event: Apple of Our Y breakfast
Horton Group Insurance presentation at Village Hall
Joint Review Board for TIF Districts meeting
Library Board meeting

Library Services

- Summer Sunday closures: library is closed on Sundays, May–September
- Online catalog and New Materials poster updated with the week's new items
- Class taught by People's Resource Center hosted by library: Introduction to Computers
- Teen Book Bag Pick-Up
- Storytime conducted at the Early Childhood Center
- Crafts and other giveaways passed out at the Schafer School Family Reading Picnic
- Display created: Staff Picks
- Homebound delivery: 13 items delivered
- 24 Hour Lockers: 74 patrons served
- Passport Application Service: 4 new passport applications processed

In the works...

- Working with Highland Vans to upfit the outreach van with cabinetry, countertops, and storage
- Stairway repair planning
- Interviews for the open Youth Services Associate position conducted
- Planning and preparation for Youth programs in the fall

Submitted by Sandra Hill, Library Director

Community & Economic Development

Marc McLaughlin, Director of Community & Economic Development

Community & Economic Development Director Updates:

- The Historical Preservation Commission held a meeting on October 3 at 7:30pm. They selected Laurie Lo-Coco as their new Chair.
- The Planning and Zoning Commission has a scheduled meeting Thursday October 10 at 7:30 with 1 agenda item:
- Variation for sign size at VPRC
- The Joint Review Board meetings for the TIF Districts are scheduled for October 9, 2024 beginning at 10am.
- Staff worked with the Fire Dept. and Buildings & Grounds on a relocated plan for the Station 81 remodel.

| | Sept 26, 2024 Oct 2, 2024 | 2024 YTD | Sept 26, 2023 Oct 2, 2023 | 2023 YTD | 2023 Totals |
|----------------------|------------------------------|-------------|------------------------------|-------------|----------------|
| Permits Issued | 43 | 1317 | 46 | 1306 | 1662 |
| Plan Reviews | 0 | 408 | 8 | 384 | 333 |
| Building Inspections | 55 | 1778 | 45 | 1790 | 2512 |
| Follow-Up Inspec- | 49 | 1820 | 32 | 1750 | 1829 |
| Site Visits | 5 | 689 | 14 | 1310 | 1434 |
| Property Main. Vio- | 22 | 1593 | 38 | 1652 | 1784 |
| Tickets Issued | 37 | 372 | 11 | 475 | 448 |
| Adjudication Cases | 0 | 37,67 6 | 0 | 56,81 5 | 393 |
| Liens Filed | 0 | 142 | 9 | 137 | 168 |
| C.O. Inspections | 1 | 116 | 3 | 85 | 111 |
| Vacant Property In- | 0 | 21 | 2 | 53 | 79 |
| Vacant Properties | 0 | 4 | 1 | 12 | 15 |

Public Works

Director of Public Works, Michael Guerra

Public Works Highlights

The Canadian National Railroad crossing on Addison Road will be closed for repairs starting Monday, October 7, 2024, at 9:00 AM, and tentatively re-opening on Friday, October 11, 2024, at 6:00 PM. A detour route will be posted, with the detour route utilizing North Avenue, Ardmore Avenue, and Vermont Street. Advanced notice signage has been posted at the crossing to notify motorists of the upcoming railroad repairs. This work is being performed and paid for by the Canadian National Railroad with the goal of returning the existing deteriorated crossing to a satisfactory condition.



- Paving of a final layer of asphalt pavement, or “surface course,” as a part of the Iowa and Vermont Improvement Project was completed this week. Parkway restoration efforts were also completed this week. The only remaining items are planting of new parkway trees, watering and establishment of sod, and punch list work. The new parkway trees are expected to be planted within the next one to two weeks.
- Preliminary construction efforts, including underground utility locating, delivery of traffic control and materials, and sawcutting of the pavement, began this week as a part of the Wisconsin Avenue Improvement Project (Vermont to Ridge). Full construction operations are expected to begin early next week.
- Pavement rejuvenation efforts are expected to begin early next week and pavement marking maintenance work is expected to begin the middle of next week.
- Placement of sod was completed this week as a part of the Tri-Trail Connector Project. Planting of remaining trees is tentatively expected to be completed next week. Placement of remaining pavement markings must also still take place.
- A pre-construction meeting was held this week for the 2024 Sidewalk Program. Construction is expected to begin the week of 10/14/2024. The deadline for owners of properties on this year’s program to make payments has passed, and staff is now in the process of performing construction layout and completing other pre-construction efforts.
- Streets and Forestry Division staff continued fall parkway tree planting operations this week. Approximately forty new parkway trees have been planted so far. Remaining trees are expected to be planted next week.

Public Infrastructure Projects

College Streets This large water main replacement and street improvement project is being split into smaller portions due to budget constraints. The village has been awarded CDBG grant funding for the construction of two of the smaller portions of the larger project. North Wisconsin Avenue has also been separated into its own project, as it does not include water main replacement. Updates on these smaller projects can be found under their respective sections in this report.

Iowa & Vermont Paving of a final layer of asphalt pavement, or “surface course,” as a part of the Iowa and Vermont Improvement Project was completed this week. Parkway restoration efforts were also completed this week. The only remaining items are planting of new parkway trees, watering and establishment of sod, and punch list work. The new parkway trees are expected to be planted within the next one to two weeks.

Jackson Pond Staff is in the process of finalizing engineering plans for the Jackson Area Improvement portion of the project. This last phase of the larger Jackson Pond Project includes construction of new relief storm sewer mains on portions of Madison Street, Wisconsin Avenue, and Addison Avenue, and includes extensions of the proposed storm sewers onto private properties in several locations. Bidding is expected to take place in October. Staff is also working to coordinate the required periodic maintenance of the native plantings in the expanded Jackson Pond.

Sidewalk Program A pre-construction meeting was held this week for the 2024 Sidewalk Program (also known as the “50/50 program”). Construction is expected to begin the week of 10/14/2024. The deadline for owners of properties on this year’s program to make payments has passed, and staff is now in the process of performing construction layout and completing other pre-construction efforts. This year’s program will encompass removal and replacement of existing sidewalks. Staff is also moving forward with a separate, future sidewalk improvement project that will include some new sidewalk construction, some sidewalk replacement that will encompass drainage improvements, and other sidewalk work that is greater in scope than simple removal and replacement. The design of this future sidewalk project is now underway. Construction is expected to take place in 2025 and be paid for in part by grant funds from the Illinois Department of Commerce and Economic Opportunity (DCEO).

Tri-Trail Placement of sod was completed this week as a part of the Tri-Trail Connector Project. Planting of remaining trees is tentatively expected to be completed next week. Placement of remaining pavement markings must also still take place. Staff is also looking to schedule a ribbon cutting ceremony to promote the use of the new path. The ceremony is tentatively expected to be held the week of 10/14/2024.

Wisconsin Preliminary construction efforts, including underground utility locating, delivery of traffic control and materials, and sawcutting of the pavement, began this week. Full construction operations are expected to begin early next week.

Fleet Maintenance

- Police vehicle 152 had a service call for a dead battery.
- Police vehicle 194 was in for an oil change.
- Police vehicle 147 was in for an oil change.
- Police car 195 was in for an oil change.
- Police car 197 was in for an oil change.
- Public works truck 97 was in for an oil change.
- Fire ambulance M81 was in for an oil change and to replace fuel filters, truck was taken to the dealer for an emissions code.
- Public works car 66 is in the shop for front brakes and to go over vehicle for a trip.

Operations Division Statistics

| | Week of 10/04/2024 | Month to Date |
|-------------------------------|--------------------|---------------|
| Overall | | |
| Service requests | 151 | 783 |
| Streets | | |
| Pothole patching | 4 | 28 |
| Tree trimming | 9 | 53 |
| Tree removal | 3 | 13 |
| Tree limb pickup | 14 | 25 |
| Utilities | | |
| JULIE locates | 87 | 296 |
| Sewer services televised | 0 | 2 |
| Inlets / catch basins cleaned | 9 | 52 |
| Water shutoffs performed | 4 | 29 |
| Smart Points Installed | 1 | 6 |
| 3/4" iPERL Meters Installed | 11 | 63 |
| 1" iPERL Meters Installed | 1 | 3 |
| Large meters installed | 0 | 0 |
| In-house meter testing | 20 | 86 |
| Water valves exercised | 2 | 51 |
| Sewer televised (feet) | 0 feet | 0 feet |

Parks & Recreation

Parks, Recreation and Fleet Services, Director Greg Gola

Administration

- Staff met on 10/1 to prep and take care of last minute items for Brewfest.
- Staff met with staff from the Fire Dept and Community Development to discuss the possibility of using the ICC as a temporary fire station next year, once renovations commence of the fire station 81
- Staff met with Williams and WB Olsen to discuss the new Lions Rec Center construction progress and updates.
- Staff met with 3D Design and Innovation Landscape at Lufkin Park to review the project and for any punch list items.
- Staff met with Upland Design, WB Olsen, and Hacienda Landscape at Lions Park for a coordination meeting for both projects.
- Staff met to discuss the upcoming Brewfest event, the 2025 budget, to review signage, and to review alternate facilities.

Staff attended the Leadership Academy at the Villa Park Library.

Parks, Buildings & Grounds Division

- Staff continue working on Lufkin Park improvements, the final pathway work is completed on the southwest corner of the path, concrete has been done and the pathway has been graded into the new concrete.
- Staff work/repairs continue with event prep, routine maintenance, landscaping, maintenance and repairs of Park facilities, sport field prep, HVAC repairs, plumbing repairs, electrical repairs, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.

Recreation Division

Athletics & Fitness

- Soccer Pictures were rescheduled for Friday, October 4 at the Iowa Community Center. Rescheduled due to the brief power outage on Friday, September 27
- Tuesday evening 7-8pm (4-week) Instructional Pickleball classes at the Iowa Community Center are offered October 8-29. This class will run if minimum enrollment is met by October 6.
- Monday/Wednesday 2:30-4pm Instructional Pickleball classes continue to be offered to beginners and intermediates alternating weeks. Classes run when minimum enrollments are met 4 days before the program starts.

Early Childhood

- Little Learners Club had 29 participants for the week of 10/1

Senior Program Updates

- A Potluck Lunch, a free program held 9/25 had 25 participants.
- Let's Do Lunch Carryout 9/26-19 participants-Michael Anthony's, Villa Park
- Mystery Trip 9/27-10 participants-Golden Corral, Bloomingdale

Family Events

- Brewfest
 - October 5, 2024
 - Tickets sales to date now – 253 sold (264 in 2023)
 - Ticket prices:
 - General Admission \$55
 - Gold Pass \$75
 - Designated Driver \$15
 - 3 food trucks confirmed.
 - 18 Brewers confirmed

- Halloween Happenings
 - Friday, October 18, 2024, held at the Iowa Community Center
 - 1 co-sponsor (Lions Club)
 - 14 community Groups (12 in 2023)
 - Indoor fee to attend Entertainment portion is \$5
 - Entertainment: Crosstown Exotics live bug show
 - To date 12 participants registered for indoor entertainment (16 in 2023).

- Scarecrow Decorating Contest co-sponsored by Villa Park Ace Hardware.
 - \$15 Kit should be picked up at the Iowa Community Center starting October 10.
 - 11 families registered (6 in 2023)
 - Judging will take place October 23-30, and the winner will be announced October 31.
 - Scarecrows displayed at their homes from October 23-30.

Support Staff and Misc. Updates

- Assisted customers, processed program registrations, confirmed facility reservations
- Additional information available upon request.