Weekly Status Report

VILLAGE MANAGER'S MESSAGE (10/18/2024)

On Monday we will be presenting the requests of the Village departments for the 2025 Budget. There are requests for 8 full-time and 10 part-time personnel, several of those are related to the opening of the recreation center. This is in addition to the full-time Deputy Chief position and the 39th police officer added during 2024. That would be an increase of 16.0 FTE since January 1, 2024, if all the positions were approved, but it is unlikely that we will be able to accommodate all the requests.

The Fleet Division of Public Works is proposing to add seven additional leased vehicles to the ten we were able to obtain last year. They are also looking to add a new bus for the Parks & Recreation Department which will be their first new bus in the staff's memory. We are going to order a new bucket truck soon for arrival in 2025 and an ambulance and Plow Truck for arrival in late 2026. Parks is requesting a new Kubota mower too.

The full list of operational and capital requests will be presented at 6:00 P.M. at what has become an annual Budget Presentation. This will be televised and open to the public. We welcome attendance and questions. A preliminary draft of the budget will be available too. The budget process is an annual opportunity to plan resources to match our priorities. We now have a new Strategic Plan to help shape those plans.

It also gives us a chance to see what a tremendously successful year 2024 has been. Perhaps the most publicly praised Village project was the reopened Lufkin Park and especially the splash pad and pavilion. I am blessed with the opportunity to see on a daily basis how heavily used that park is. The Board approved the Village to hire a consultant to write an OSLAD grant which we received and along with funds from NEDSRA and the Village taxpayers, we were able to revive the park that had been largely empty for over five years. We also added 14 vehicles. The ten leased vehicles as well as an additional police vehicle, a new Fire Engine, and any day now we should be receiving the tandem axle dump/ plow truck ordered near the end of 2022.

Monday, we got to cut the ribbon on the new Tri-Trail Connector. It was nice to see former Trustee Bob Wagner, who is also a member of several Commissions, and Sergeant Tim Walsh were the first to use the trail officially, although many residents have already enjoyed it. The final section of the trail will be added along with the construction of The Union project.

This week the department heads together at the weekly department head meeting as well as individually. I also attended a meeting with staff and our attorney about a property on South Villa Avenue, a meeting of the ILCMA Communications Subcommittee, and several ad hoc meetings to put together the budget packet for next Monday's meeting.

Matt Harline,
Village Manager

UPCOMING ITEMS

Budget 101 Board Meeting
October 21, 2024 at 6pm

Board of Trustees Agenda Items 10/28

- Resolution Approving membership fees and hours of operation for the Villa Park Recreation Center.
- Resolution Authorizing the Purchase of a Aerial Truck under Cooperative Purchase Agreement.
- Ordinance Amending Section 3 of the Municipal Code to Increase-Class AAA Liquor License By One.
- Ordinance Amending Chapter 3, Article III of the Village Code Creating a New Liquor License Category AAAA to Allow the Sale of Liquor at a Tavern, Without Gaming.
- Ordinance Granting Rights to Easement to Buckeye Pipeline
- Ordinance Approving VPRC Variations
- Flag Update

Electronic Recycling is Sat. 10/19
9am to noon in Village Hall.

Other Items:
Commission Vacancies:
- Video Production Commission (2)
- Fire Pension Board (1)
- Community F.U.N Commission (1) junior commissioner opening
- Senior Concerns Comm (1)

Tues. 10/15/2024 Dept. Head Meeting

Present:

Matt Harline, Village Manager
Suzanne McVey, Asst. Village Manager
Mike Rivas, Chief of Police
Steve Stapleton, Chief of Fire Department
Greg Gola, Director of Parks and Recreation
Mike Guerra, Director of Public Works
Michelle House, Dep. Director of Comm. & Econ. Dev.
Sandy Hill, Library Director
Cheryl Wagner, Executive Assistant to VMO

Matt:
- Went over upcoming Agendas for 10/28 and 11/11.
- Discussed Budget 101 Presentations,10/21 meeting, and Budget calendar.
- Discussed panhandler at North & Addison, email to go out to Board.
- COW for Nov 11 will be Airbnbs.

Sandy:
- Library Board meeting next week, will set 2025 dates.
- Finance meeting next week.
- Creating career paths discussed.
- Need more money for starting salaries.

Mike R.:
- Darkness behind bandshell at Lufkin Park.
- Current influx of homeless in DuPage County
- Discussed 20k grant for social worker
- Recent death was natural causes

Michelle:
- Economic Development Commission meeting on Wednesday, Oct. 16th, Agenda on TIF properties.
- Drain tile (PW) issues
- BS&A discovery discussed.

Greg:
- NEDSRA meeting on Weds 10/16
- Pool liner installation this week
- Discussion about VPRC Terrace

Steve:
- No staff available for flag football at WBHS State Championship Fri & Sat. 18th & 19th.
- Open house went well
- Discussion on ICC & Kluber options, 2 doors now is less expensive than 1 now, 1 later.

Cheryl:
- Trik or Trot, Special Events.

Mike G.:
- Trees planted
- Stump grinding next
- Street sweeping
- ATS released to _____
- A-Lamp pours concrete ed Weds 10/16.
- DCEO bids opened 10/15
- Canadian National RR crossing finished
- Pavement Markings to be done.

Suzanne:
- 10/30 Meeting with Unions
- Employee events being discussed:
  - ⇒ Pumpkin decorating event
  - ⇒ Employee picnic
  - ⇒ Chili cook off in Dec.
- Thurs is in DuComm Meeting

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

- Attended IRMA 11th Annual Education Summit. Topics included insurance claims, controlling first responder claims, safety committees and contract liability.
- Continued 2025 insurance renewal. A meeting has been scheduled with bargaining unit representatives the end of October to review potential options for 2025 renewal. We hope to have board approval the first meeting in November.
- Processed workers' compensation and general liability claims.
- Assisted departments with various personnel issues.
- Attended BS&A Status Update meeting. Gathering documents for submission and preparing for Payroll Discovery Meeting.
- Drafted job description for Administrative Assistant position and creating Parks/Recreation job descriptions for recreation center staffing.
- Drafting facility/member agreement for the recreation /center.
- Drafted presentation for budget workshop meeting. Assisted staff on budget development.
- Processed employee and retiree benefit changes.
- Current Job Recruitments:
    - Finance/VMO – Human Resources and Payroll Analyst *(announcement pending)*
    - Finance – Finance Supervisor *(Coming Soon)*
    - Parks & Recreation – Dance Instructor
    - Parks & Recreation – Ear/ly Childhood Assistant
    - Police Department – Lateral Hire and Part Time Patrol Officers
    - Public Works – Maintenance I - Utility
- Freedom of Information Act Requests Received from 10/11 to 10/17:
    - Community Development – 10
    - Fire Department - 2
    - Managers Office/Finance -4
    - Police Department – 13
    - Public Works – 1
    - Parks and Recreation – 0
- Total closed FOIA requests 10/11 to 10/17: 19

Information Technology

IT Manager, Brian Sawyer

Hardware-

- Replaced an iphone for bad speaker with a different phone.
- Resolving issues with cameras at Metra station.
- Installed new backup UPS for broadcast studio equipment.

Software-

- Modified a virtual server drive to save storage space.

Miscellaneous-

- Attended BS&A ComDev and licensing discussion.
- Changing permissions and setting up payroll employee.
- Met with Tmobile again to discuss options for switching carriers and equipment compatibility.
- Working on setting up training for new payroll employee on several software packages.

Phishing Security Test Report

09/30/2024 - 10/11/2024

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, Current Event of the Month

Groups: All users

Statistics — See report at https://training.knowbe4.com

1.1%	180	180	80	2	0	0	0	0	0	19	0
Phish-prone Percentage	Recipients	Delivered	Opened	Clicked	QR Code Scanned	Replied	Attachment Opened	Macro Enabled	Data Entered	PAB Reported	Bounced

October 10-17

Website

Total users	New users	Sessions	Views	Average session duration
4,669	3,833	5,828	11,071	00:02:35

Search Term	Event count
grant reimbursement	16
Free fall leaf collection program	14
Fall Leaf Collection	13
Garbage & Recycling	6
Holiday Garbage Pickup	6
Garbage, Recycling, & Yard Waste Collection Beginnin...	5
alarm permit	5
Westmore and Wisconsin Improvement Project	4
Yard Waste	4
bids	4
parking	4
soccer	4
Halloween_Trick_or_Treat_Hours	3
Foia	3
Garbage holidays	3
Grand total	**453**

1 - 100 / 305

Page title	Views
Villa Park, IL - Official Website | Official Website	1,502
Search • Villa Park, IL • CivicEngage	907
Parks & Recreation | Villa Park, IL - Official Website	382
Calendar • Autumn Jubilee	330
Jobs • Villa Park Recreation Center Part-Time Staff / Instru	323
Garbage & Recycling | Villa Park, IL - Official Website	315
Jobs • Maintenance Worker 1 - Utility	293
Agendas and Meeting Minutes | Villa Park, IL - Official Website	247
Villa Park Police Department | Villa Park, IL - Official Website	225
Jobs • Villa Park, IL • CivicEngage	224

1 - 10 / 2608

Page title	Event count
Fall Winter 2024 Programs	202
Zoning Map	51
40 - October 2-8, 2024 - Weekly Arrest and I..	50
YOUTH SPORTS FALL WINTER 2024	49
12 CIP	39
Combined Bank Statements with Transfers	32
39 - September 25- October 1, 2024 Weekly ..	30
Climbing Rainbow Science Experiment	30
FAMILY EVENTS FALL WINTER	30
Garbage Routes Map (PDF)	27

Social Media:

Followers > Social network	
Facebook Page	7,245
Twitter	2,098
Instagram Business	1,965
LinkedIn Page	690

New followers > Social network	
Facebook Page	20
Instagram Business	11
LinkedIn Page	2
Youtube Channel	0
Twitter	-1

Post reactions & likes > Social ne...	
Instagram Business	415
Facebook Page	394
LinkedIn Page	45
Twitter	21
Youtube Channel	0

Post impressions > Social network	
Facebook Page	13,153
Instagram Business	10,472
LinkedIn Page	1,058
Twitter	931
Youtube Channel	0

Check out the Police Department featured on WGN!
https://wgntv.com/western-suburbs/villa-park-police-surprise-9-year-old-with-new-bike-after-thief-steals-birthday-present/

Facebook

Top posts

A heartfelt thank you to our Villa Park Police! This young resident, Iker, had his birthday bike stolen, but our dedicated night shift stepped in to help. Unable to locate the stolen bike, they purchased him a new one, complete with a lock! Happy Birthday, Iker! We're grateful for the amazing support our police

93 likes and reactions

Here is the September Villa Park Recreation Center construction update! Light pole bases, door stoops, curb and gutters, and the front entrance stairs and ramp have been installed. Inside, drywall work is nearly finished, gym divider curtains are up, and the second floor has received its final coat of paint.

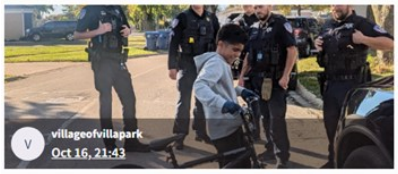
90 likes and reactions

Tune in tonight at 6:30 pm on WGN to catch Villa Park Police Officers Landa, Simons, Molenda, Jarzembowski, and Schultz as they share the heartwarming story of how they helped resident Iker get a new bike after his was stolen on his birthday last night. Don't miss it! Thank you officers 💙 Check it out online:

87 likes and reactions

Instagram

Top posts



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96 likes

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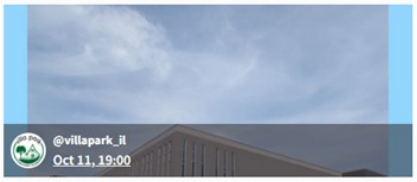
65 likes

Our Villa Park Fire Department visited our preschool this week for Fire Prevention Week! The kids learned important safety tips from Sparky and our dedicated firefighters. Thank you for a great educational day! Don't forget to join us at the open house TODAY from 12:00-3:00 pm at Fire Station 81 for more

42 likes

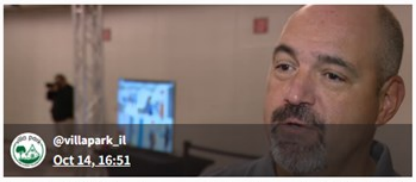
Twitter (X)

Top tweets



September Villa Park Rec Center update: installations underway for stairs, drywall, and more! Full details: https://ow.ly/WYMF50THchv https://twitter.com/villapark_il/status/1844815430508036134/photo/1

19.71% engagement rate



A suburban hotel ballroom became a police training ground with virtual reality active shooter simulations. Chief Michael Rivas and several Villa Park police officers attended. Read more: https://ow.ly/i77A50TKZUz Watch: https://ow.ly/OBI850TKZVy

17.48% engagement rate

Huge thanks to Villa Park Police! Young resident Iker had his birthday bike stolen, but our night shift stepped in to help. They bought him a new bike with a lock! Happy Birthday, Iker! We're grateful for our police department's support. https://twitter.com/villapark_il/status/1846563718986915953/photo/1

15.79% engagement rate

LinkedIn

Top posts

Join us in celebrating the retirement of Fire Inspector Gerard Crimmins after 32 years of dedicated service! Please also wish him a very happy birthday! Thank you for your commitment and service to our community!

11 reactions

A heartfelt thank you to our Villa Park Police! This young resident, Iker, had his birthday bike stolen, but our dedicated night shift stepped in to help. Unable to locate the stolen bike, they purchased him a new one, complete with a lock! Happy Birthday, Iker! We're grateful for the amazing support our police

11 reactions

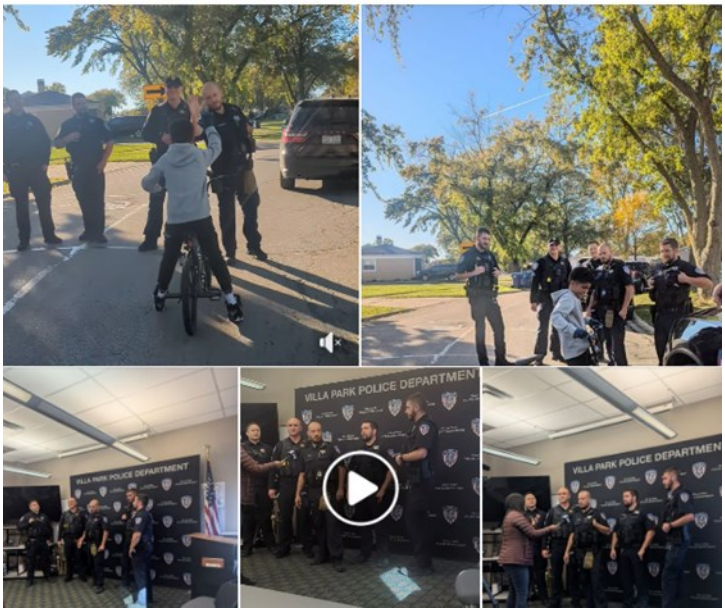
Please join us in welcoming our new Community Service Officers, CSO Giana Raitano and CSO Peter DeBartolo, to the police department and community. We're excited to have them on board!

9 reactions

Village of Villa Park, Illinois, Government and **Villa Park Police**
18 hours ago ·

Tune in tonight at 6:30 pm on WGN to catch Villa Park Police Officers Landa, Simons, Molenda, Jarzembowski, and Schultz as they share the heartwarming story of how they helped resident Iker get a new bike after his was stolen on his birthday last night. Don't miss it! Thank you officers

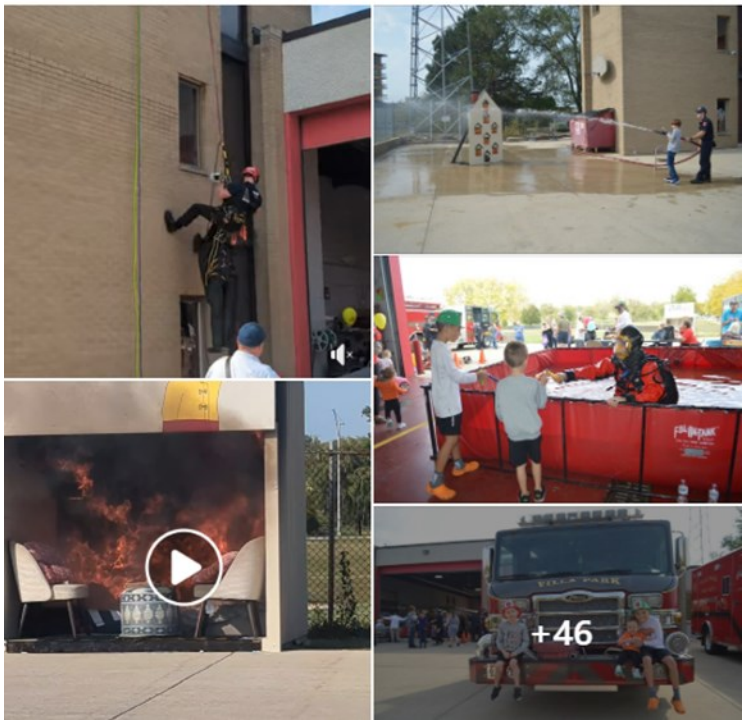
Check it out online: https://wgntv.com/.../villa-park-police-surprise-9-year.../



Village of Villa Park, Illinois, Government is at **Villa Park Fire Dept.**
a day ago · Villa Park ·

We had a fantastic time at our Annual Fire Prevention Week Open House this weekend! A huge thank you to all our sponsors and residents who joined us. This year's theme was "Smoke Alarms: Make Them Work For You!" We showcased the importance of ensuring your smoke alarms are functional in every room of your home.

We also had exciting and educational demonstrations from our Dive and Technical Rescue Teams. We can't thank our Fire Department enough for their dedicated service... See more



Village of Villa Park, Illinois, Government
Published by Hootsuite
· 26m ·

A big thank you to everyone who joined us for the Tri-Trail Connector Ribbon Cutting Ceremony! 🚴

We're excited for the new off-street shared-use path that connects the Illinois Prairie Path, Great Western Trail, and Salt Creek Greenway Trail. This project enhances safety for pedestrians and cyclists by providing safer routes and improving access while minimizing traffic exposure. We hope you enjoy using the trail! 🌳✨

Finance

Finance Director, Chuck Howard

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 21st bill listing
- Processed spreadsheet and payments for water reinstatements
- Processed one raffle license
- Assisting in gathering documents for audit open items and FOIA request
- Attended BS&A status meeting

Utility Billing

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

Accountant

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts
- Reconciled weekly Cash Receipts and Utility Billings
- Completed bank reconciliations for September
- Sent out September financial reports to Department Heads
- Working on open items for the audit

Finance Supervisor

- Trained on payroll
- Last day October 15th

Finance Director

- Responded to Auditor checklist items
- Input Budget revenues into Budget formats for upcoming discussion

Villa Park Police Dept.

Police Chief, Michael Rivas

DATE: October 10th-October 18th, 2024

STATISTICAL DATA		SPECIAL ATTENTION DETAILS
Total CAD tickets generated	398	Strat's Over Crowding and Parking Concerns
Officer generated traffic stops	46	Traffic Calming near Schools
Traffic Citations issued	6	Burglary Crews
Traffic Warning Tickets issued	32	Traffic Grants
Number of Bookings Processed	2	Special Events
DUI Arrests	1	Speeding Autos on Secondary Streets
Admin. Tows Initiated	1	Flock Camera Hits for Stolen Vehicles/Wanted
Village Ordinance	0	Saturation Patrols
Parking citations issued	74	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

- Assault – A Villa Park Officer took a report for an assault at Walmart where a knife was displayed allegedly. The investigation is ongoing.
- Battery – A Villa Park Officer took a report for battery where a victim reported being battered at Crazy Pour. The investigation is ongoing.
- Battery – A Villa Park Officer took a report for battery where two victims reported being battered at a business on Roosevelt. The investigation is ongoing.
- Suspicious Incident – A Villa Park Officer took a report for a suspicious incident where someone hacked into an account on Wisconsin for Amazon. The investigation is ongoing.
- Fraud – A Villa Park Officer took a report for fraud in the 1600 block of South Michigan. The investigation is ongoing.
- Residential Burglary – A Villa Park Officer took a report for burglary to an apartment on Ardmore. The investigation is ongoing.
- Retail Theft – A Villa Park Officer took a report where several items were taken off a display shelf in Jewel. The investigation is ongoing.

ARRESTS
• Driving Under the Influence of Alcohol • Retail Theft *Please Note: "Reported Crimes-Press Report" and Citations/Arrests detail available upon request.*

CRIME FREE HOUSING
• No report.

MEETINGS	OTHER ACTIVITIES
• Department Head Meeting • Meeting with the Village Manager • Tri-Town Grant Meeting	• Tri-Trail Connector Ribbon Cutting • MERIT Exec Meeting • DuPage Chief's Exec Meeting

This young Villa Park resident had his bike stolen which he received today for his birthday. Our night shift was unable to find his bike, so they helped out and bought him a new one, with a lock!

Happy Birthday Iker!

Villa Park Fire Dept.

Fire Chief, Steve Stapleton

Weekly Report: October 6-12

Incident Report- Fire and EMS calls by type of call

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Trash or rubbish fire, contained	1
Outside rubbish, trash or waste fire	2
	Total: 3
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	48
Motor vehicle accident with injuries	1
Motor vehicle accident with no injuries.	2
	Total: 51
Incident Type Category: 4 - Hazardous Condition (No Fire)	
Carbon monoxide incident	1
	Total: 1
Incident Type Category: 5 - Service Call	
Water or steam leak	1
	Total: 1
Incident Type Category: 6 - Good Intent Call	
Good intent call, other	1
	Total: 1
Incident Type Category: 7 - False Alarm & False Call	
Smoke detector activation due to malfunction	1
Alarm system sounded due to malfunction	3
CO detector activation due to malfunction	1
Smoke detector activation, no fire - unintentional	2
	Total: 7
	Total: 64

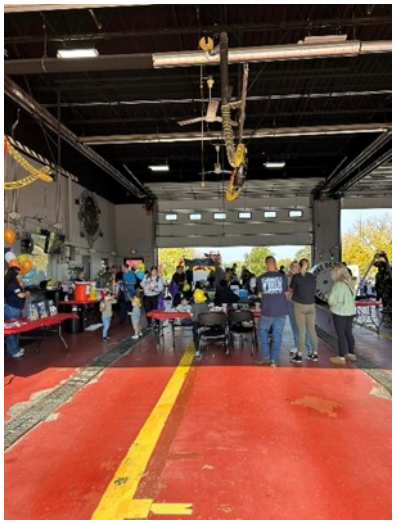
Mutual Aid Given Incident Report
Mutual aid responses by type of call.

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

Total EMS/Fire Calls: 70
Total Mutual Aid Calls to Date: 336
Total EMS/Fire Calls to Date: 2611

Weekly Highlights.

Our 2024 VPFD Open House was a huge success! The event was attended by Sparky, Residents, Village Officials and Village Depts. This year the theme was “Smoke Alarms, Make them WORK For You!” Everyone enjoyed the TRT exercise, the Burning simulation and the bounce House. We thank all Staff and Sponsors for the food, raffles and giveaways.



Public Library

Library Director, Sandy Hill

Programs Offered in the Week of October 20-26

Babies & Books (2 sessions)
Toddler Time (4 sessions)
Preschool Storytime
Ready for Reading
LEGO DUPLO® Build + Play
Monster Mash!
Anime & Manga Club
RomCom Readers
Grim Readers Book Discussion
Spice Club - Ginger
Essentrics with Lisa
Illinois Libraries Present: Jason Reynolds

Upcoming Programs

Meetings and Training Sessions

Department Heads meeting
Village Department Heads meeting
Rotary Club meeting
Kiwanis Club meeting
Lions Club meeting
Admin Staff meeting
Friends of Villa Park Library Board meeting
TIF District Joint Review Board meeting
Village health care meeting
Intergovernmental meeting at Willowbrook High School
ILA Conference: Libraries are Lit in Peoria, October 8-10
Back in Circulation Conference in Madison, WI, October 7
Meeting with architects from Nagle Sheehan (Wolpert Company)

Library Services

- 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*
- Grab & Go crafts and books given out at the Villa Park Police Department Open House
- Shoe Drive conducted by a patron to benefit the Ronald McDonald House hosted by the library during the month of October
- Books and other giveaways passed out at the Autumn Festival
- 24 Hour Lockers: 63 patrons served
- Passport Application Service: 11 new passport applications processed

In the works…

- Development of wish list for the Friends
- Four interviews conducted for the Circulation/Outreach Services Specialist position
- Adult Movie Bag subscription planning and preparation
- Creating a November themed bookmark

Submitted by Sandra Hill, Library Director

Community & Economic Development Director Updates:

- The Economic Development Commission held a meeting on Wednesday October 16 at 5:30pm and discussed potential candidates for the TIF Grants.
- Staff completed the BSA discovery meeting for permitting, licensing, code enforcement, and planning and zoning.

-	Oct 10, 2024 Oct 16, 2024	2024 YTD	Oct 10, 2023 Oct 16, 2023	2023 YTD	2023 Totals
Permits Issued	**33**	**1377**	**40**	**1383**	**1662**
Plan Reviews	**20**	**449**	**8**	**402**	**333**
Building Inspections	**53**	**1895**	**39**	**1882**	**2512**
Follow-Up Inspections	**30**	**1873**	**20**	**1818**	**1829**
Site Visits	**14**	**721**	**10**	**1353**	**1434**
Property Main. Violations	**42**	**1689**	**30**	**1726**	**1784**
Tickets Issued	**6**	**385**	**8**	**491**	**448**
Adjudication Cases	**0**	**303**	**0**	**454**	**393**
Liens Filed	**30**	**172**	**0**	**137**	**168**
C.O. Inspections	**3**	**124**	**2**	**89**	**111**
Vacant Property Inspections	**2**	**23**	**0**	**53**	**79**
Vacant Properties Registered	**1**	**5**	**0**	**12**	**15**

Public Works

Director of Public Works, Michael Guerra

Public Works Highlights

- A ribbon cutting ceremony for the new Tri-Trail Connector was held this past Wednesday, 10/16/2024, at Rotary Park. Placement of remaining pavement markings was also completed this week. Planting of remaining trees is still pending.
- Public Works team member Dan Coulter has completed his first one-week session of the Illinois Public Service Institute (IPSI). IPSI is a three-year training program which provides instruction expressly designed for public service professionals. The program focuses on training in public service, personal growth, and professional development. The course is divided into three one week sessions, with participants attending one session per year for three consecutive years. The course is offered every spring and every fall. There are plans to send a second Public Works team member to the upcoming spring program. More information about IPSI can be found at https://ilpsi.org/.
- Construction of new concrete curb and gutter, driveway aprons, and sidewalk on the east side of Wisconsin was completed this week as a part of the Wisconsin Avenue Improvement Project (Vermont to Ridge). Construction of asphalt driveway aprons on the east side will take place later in the project. Driveways on the east side are expected to be re-opened early next week, at which time construction efforts will move to the west side. **Residents on the west side will be without driveway access while this work is taking place, beginning tentatively on Wednesday, 10/23/2024, and will be allowed to park on area streets overnight during this time. Residents on the west side will receive notice of the loss of driveway access in advance of the actual date by means of paper notices delivered to their doors.**
- Public Works Streets Division staff assisted the Parks and Recreation Department this week with the installation of the new flagpole at Village Hall. Streets Division staff also worked to install new street light poles in various locations this week.
- Construction of the 2024 Sidewalk Program began this week. The work is expected to be staged so that new sidewalk will be poured the workday following its removal, weather permitting. **Residents with sidewalk work taking place through their driveways will not have access to their driveways for a period of approximately one week. Those residents will be permitted to park on the street overnight in locations where parking is otherwise permitted.** The Police Department will be notified of the need for overnight parking at these locations and should accommodate residents accordingly. Construction of the sidewalk program is expected to take two to three weeks to complete.
- Planting of new parkway trees for the Iowa and Vermont Improvement Project is tentatively expected to take place next week. The only remaining items are the trees, watering and establishment of sod, and punch list work.
- Public Works staff is working on budget preparation for CY 2025.

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 Planting of new parkway trees is tentatively expected to take place next week. The only remaining items are the trees, watering and establishment of sod, and punch list work.

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 late October or early November. Staff is also working to coordinate the required periodic maintenance of the native plantings in the expanded Jackson Pond.

Sidewalk Program Construction began this week. The work is expected to be staged so that new sidewalk will be poured the workday following its removal, weather permitting. **Residents with sidewalk work taking place through their driveways will not have access to their driveways for a period of approximately one week. Those residents will be permitted to park on the street overnight in locations where parking is otherwise permitted.** The Police Department will be notified of the need for overnight parking at these locations and should accommodate residents accordingly. Construction of the sidewalk program is expected to take two to three weeks to complete.

Tri-Trail A ribbon cutting ceremony was held this past Wednesday, 10/16/2024, at Rotary Park. Placement of remaining pavement markings was also completed this week. Planting of remaining trees is still pending.

Wisconsin Construction of new concrete curb and gutter, driveway aprons, and sidewalk on the east side of Wisconsin was completed this week. Construction of asphalt driveway aprons on the east side will take place later in the project. Driveways on the east side are expected to be re-opened early next week, at which time construction efforts will move to the west side. **Residents on the west side will be without driveway access while this work is taking place, beginning tentatively on Wednesday, 10/23/2024, and will be allowed to park on area streets overnight during this time. Residents on the west side will receive notice of the loss of driveway access in advance of the actual date by means of paper notices delivered to their doors.**

Fleet Maintenance

- Fire car O82 was in for an oil change and inspection. New front brake pads and rotors were installed. Needs a new water pump working on pricing.
- Police car 136 is at dealer having transmission rebuilt under warranty.
- Police backup generator had a new coolant heater installed and a new battery was installed.
- Police car 184 had a new thermostat and gasket installed and a new engine belt.
- Public Works truck 25 had new batteries installed and a new plow light assembly installed.
- Fleet car 32 was in for an oil change.
- Police car 189 should be completed this week and put into service.
- Old police car 189 stickers are being removed and modified for a different use by the police department.

Operations Division Statistics

	Week of 10/18/2024	Month to Date
Overall		
Service requests	177	216
Streets		
Pothole patching	8	19
Tree trimming	11	30
Tree removal	15	16
Tree limb pickup	7	10
Utilities		
JULIE locates	88	153
Sewer services televised	2	3
Inlets / catch basins cleaned	17	17
Water shutoffs performed	15	15
Smart Points Installed	2	2
¾” iPERL Meters Installed	12	28
1” iPERL Meters Installed	0	2
Large meters installed	0	0
In-house meter testing	0	0
Water valves exercised	12	14
Sewer televised (feet)	180 feet	180 feet

Parks & Recreation

Parks, Recreation and Fleet Services, Director Greg Gola

Administration

- Staff attended the Board mtg on 10/14
- Staff met on 10/15 and discussed upcoming Village Matters, the Budget Presentation for the Hearing on 10/21, Scarecrow decorating contest, 3 on 3 basketball tourney (NEW PROGRAM designed to resemble the Gus Macker Tourney).
- Interviews began for positions in the VPRC. Staff met with Williams and WB Olsen to discuss the new Lions Rec Center construction progress and updates.
- Staff worked with contractors for facility fire inspections, and door repairs.
- Staff met with Public Works and Upland Design to review the Lions Park OSLAD project plans.
- Staff met to discuss GIS data and projects.

Parks, Buildings & Grounds Division

- Staff continue working to complete the flagpole installation at Village Hall, the pole base and electrical have been installed, the pole is being prepared to be raised into place, and the light will be installed after the pole is raised.
- Staff work/repairs continue with event prep, routine maintenance, landscaping, maintenance and repairs of Park facilities, sport field prep, HVAC repairs, pluming repairs, electrical repairs, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.

Recreation Division

Athletics & Fitness

- There are 100 registered in the Villa Park Youth Basketball League Conquer the Court, as of October 16, 2024 (53 in 2023), and will begin on Saturday November 16 at Willowbrook High School with a meet the coach day.
- A meeting was set up for Wednesday, October 30, for the potential establishment of a 3on3 “Gus Macker”-style basketball tournament in the summer of 2025.
- Applications are being accepted for fitness instructors.

Early Childhood

- Little Learners Club had 21 participants for the week of 10/15.
- Preschool traveled to Sonny Acres Farm on Wednesday, October 16 for their Fall field trip.

Senior Program Updates

- Staff attended Senior Concerns Commission meeting 10/7. Discussion included September SALT meeting wrap-up and planning for December’s SALT meeting.
- Birthday Bunch & Lunch 10/10-55 participants; presentation by sponsor-Lexington Senior Living, Lombard who provided the cakes.
- Dining Destinations 10/11 to Salerno’s on the Fox, St. Charles, a new destination-14 participants.
- Senior free meals program 10/11-11 participants.

Family Events

- Halloween Happenings
  - Friday, October 18, 2024, held at the Iowa Community Center
    - 1 co-sponsor (Lions Club)
    - 21 community Groups (17 in 2023)
    - Indoor fee to attend Entertainment portion is $5
      - Entertainment: Crosstown Exotics live bug show
      - To date 61 participants registered for indoor entertainment (96 total 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.
  - 22 registered (14 total 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.