

Weekly Status Report

VILLAGE MANAGER'S MESSAGE (December 20, 2024)

For the first time since 2005, and only the fourth time in the history of Villa Park, Christmas and Hannukah will both start together next Wednesday. Whatever you are celebrating at this time of year, have a happy and safe holiday. My family will celebrate Christmas, and we wish a Merry Christmas to all. And for everyone I wish a Happy New Year as this is the last Weekly Status Report of the year.

Next year, in an effort to be more efficient, we will be changing the format of the Weekly. We will dispense with weekly statistics and photos for a tight report in Word. This simple format will vastly reduce the amount of time it takes to produce what amounts to a once-a-week magazine. The charts and data will be kept and compiled and shared publicly in a Monthly report with a greater emphasis on comparison of the current month versus the same month the prior year, and 2025 year-to-date versus 2024 year to date. We will also report regularly on Strategic Plan progress.

As we close 2024 we celebrate the reopening of Lufkin Park, which has been hugely popular. We saw the completion of the Tri-Trail Connector, we developed a Strategic Plan, and completed a number of infrastructure improvements including road improvements on North Iowa and North Wisconsin and held annual events including nine concerts in Cortesi Park, Summer Festival, Brewfest, and Autumn Jubilee – put on by the FUN Commission. We also partnered with the Kiwanis Club on four concerts at Ruggard Pavillion, with the VFW for a very successful Fourth of July Parade, and with the Chamber of Commerce for Joyful Traditions.

And 2025 promises to be even more successful with the opening of the VPRC on January 3rd. We already have 100 memberships signed up. On Monday, January 13th we will have our Ribbon Cutting ceremony. If you'd like to see it sooner, we have some Open Houses scheduled. See the new Parks and Recreation web site to get more information:

www.invillapark.com/1193/Parks-Recreation.

This week we adopted the annual budget after a last minute flurry of activity to expand the amount of money spent on tree planting by adding an additional employee in Streets and Forestry and \$100,000 in contracted services for additional tree planting. This year's budget includes an approved \$32,326,882 in the General Fund and a total budget with transfers that totals \$91,785,166. We anticipate \$27,971,177 in General Fund Revenues and \$78,840,054 in total Revenues as we spend down fund balances to complete capital projects, including the Recreation Center, and the Washington Street Sewer Separation project.

I met today and yesterday with representatives of The Union project as we shoot for a final version of the RDA for presentation to the public in January and approval in February. I met twice with BS&A staff and the Village team in preparation for launching the new software. I took the chance to meet and eat lunch on Thursday with our three newest paramedic/firefighters Evan Swanson, William Schermer, and Steven Schimanski. I also met individually and collectively with Department Heads.

Matt Harline,
Village Manager



UPCOMING ITEMS

January 13, 2025 Board of Trustees Agenda

- Presentation of the Holiday Decorating Award by the F.U.N. Commission.
- Approving a Contract with Trine Construction Corp., of St. Charles, Illinois, for Construction of the Jackson Area Improvement Project.
- Resolution Approving an Engineering agreement with Civiltech Engineering, Inc., for the Phase I engineering for the Ardmore Avenue Improvement Project.
- Resolution Approving an Engineering Services Agreement with V3 Companies, Ltd., for Phase III Construction Engineering of the Jackson Area Improvement Project.
- Approving an Engineering Services Agreement with Christopher B. Burke Engineering, Ltd., for Phase II Design Engineering of the Harvard Avenue Improvement Project.

Village Holidays observed:

Village Winter Holidays Observed
Christmas Eve: Tues. Dec. 24, 2024
Christmas Day: Weds., Dec. 25, 2024
New Year's Day: Weds., Jan. 1, 2025

Electronic Recycling

Sat. Dec. 21st from 9am to 12pm
Public Works Garage by Village Hall
lot

Other Items:

Commission Vacancies:

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

Tues. 12/17/2024 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 & Recreation
Mike Guerra, Director of Public Works
Chuck Howard, Director of Finance
Marc McLaughlin, Director of Community & Economic. Dev.
Sandy Hill, Library Director
Cheryl Wagner, Executive Assistant to VM

Matt:

- Review and discuss agendas 1/13, 1/27, 2/10 agendas and calendar.
- Strategic Plan initiatives due by 10th of January.
- Discussion on Chart of Accounts—project code review.
- Discussion on GL codes for 2025.
- Weekly with bulleted items discussed, Monthly with graphs and charts sent out mid-month; due by second Friday.
- Discussion and calendaring planned time off for staff for holidays.

Suzanne:

- Patty most likely out until after holidays.
- SM will be handling Village payroll this pay period, will need to turn in on Monday.
- Val is now at Fire Department but still assisting Finance.
- Will put narratives in Teams folder.
- Virgin Pulse wellness program is ending.

Sandy:

- Next Board meeting Thursday—Basic items, bill paying.
- Budget Amendments 2024
- Went over staff time off.

Mike R.:

- Current events discussed.
- Social worker Ashley P. will start soon; and attend events
- Discussed post office issue, they requested assistance.
- Weds morning is MERIT TEAMS meeting, Chief Rivas is hosting.
- Received police tests—p/t officer was #1 and CSO was #2.

Cheryl:

- Special event for Diocese of Joliet— Coldest Day of Year Run and Walk finalized.
- Discussion on new Weekly—Thursday at 5pm.

Chuck:

- Short handed in Finance
- Audit will probably go into January.
- Will do Nov IDS.
- MH to contact L & A about Audit.
- Chuck working on graphs and analysis items for Budget book 2025

Marc:

- EDC meeting on Weds—will review budget.
- January P & Z may be cancelled.
- Narratives for CED are complete,
- Time off discussed.
- Upcoming time off for Deputy Director.

Greg G.:

- AEDs and CPR training is on Weds, 12/18.
- Have sold 75 fitness passes.
- System training was last week
- Discussion about employee ID cards.
- Health Department will be out on Thursday at 2:00pm.
- Low voltage equipment online.

Steve:

- New probational employees (3) started and will work 8am to 5pm this week.
- Will be having holiday lunches this week.
- Kluber will be visiting the stations and ICC building on Wednesday morning.
- DH holiday get together better in January.

Mike G.

- Ready to go out for bids on grade separation.
- Bids due in for Jackson area, includes Washington.
- PW lunch is this week.

Assistant Village Manager

Assistant Village Manager, Suzanne McVey

- Open enrollment documents were completed. Coordinating with Horton Group, Employee Navigator and BCBS to ensure 2025 plan elections are updated as necessary.
- Working to run reports to update payroll for 1/1, which includes pay changes for FOP and AFSCME and comprehensive benefit changes for 2025 enrollments.
- Continued budget review and updates.
- Bi-weekly meeting with BS&A project manager. Held payroll-specific meetings with BS&A. Working on submitting reports and data related to payroll.
- Managed worker's compensation claims.
- Assisted Finance Department with review of resumes for the Finance Specialist position and developed a hiring strategy. Drafting the Deputy Finance Director position description.
- Worked with Finance Director on temporary support needed for Finance Department during staffing transitions.
- Closed out payroll for 12/13 and prepping for 12/27 payroll. The HR/Finance Analyst remains out of the office. Working on year end payroll items in preparation for her return.
- Started Affordable Care Act filing for 2024.
- Processed Clearinghouse checks for CDL drivers.
- Processed FOIA requests.
- Assisted departments with various personnel issues.
- Current Job Recruitments:
 - Finance – Finance Supervisor (*coming soon*)
 - Finance – Finance Specialist (*reviewing resumes*)
 - Parks & Recreation – Dance Instructor
 - Parks & Recreation – Early Childhood Assistant
 - Parks & Recreation – Building Supervisor – Part-Time
 - Parks & Recreation – Program Supervisor
 - Parks & Recreation – VPRC staff: Front Desk and Group Fitness Instructors
 - Police Department – Lateral Hire and Part Time Patrol Officers
- Freedom of Information Act Requests Received from 12/13 to 12/19:
 - Community Development – 4
 - Fire Department - 0
 - Managers Office/Finance -5
 - Police Department – 6
 - Public Works – 0
 - Parks and Recreation – 0
- Total closed FOIA requests 12/13 to 12/19: 13

Information Technology

IT Manager, Brian Sawyer

- No report this week.

Communications

Communications Specialist, Riley Pillar

Website

The new Parks & Recreation website is live! Adjustments are still being made throughout, but this provides an improved user experience to showcase the VPRC and all the program & events the department has to offer. Check it out!

<https://www.invillapark.com/1193/Parks-Recreation>

Total users	New users	Sessions	Views	Average session duration
2,980	2,302	3,693	7,800	00:02:59

Search Term	Event count
bids	7
grant	7
Staff Directory	4
Water Bill	4
tenant	4
Application for Employment	3
Bid Postings	3
Police report	3
Senior rides	3
ROW Permit Application	2
Electronic Recycling	2
Employment	2
Garbage Routes Map (PDF)	2
Parking ticket	2
2025 budget	2
Grand total	230

1 - 100 / 182 < >

Page title	Views
Villa Park, IL - Official Website Official Website	1,001
Parks & Recreation Villa Park, IL - Official Website	507
Search • Villa Park, IL • CivicEngage	480
Jobs • Program Supervisor	387
Villa Park Recreation Center Villa Park, IL - Official Website	277
VPRC Memberships Villa Park, IL - Official Website	209
Billing & Payment Villa Park, IL - Official Website	201
Jobs • Villa Park, IL • CivicEngage	200
Villa Park Police Department Villa Park, IL - Official Website	179
Agendas and Meeting Minutes Villa Park, IL - Official Website	157

1 - 10 / 2524 < >

Page title	Event count
Winter Spring 2025 Programs	223
Fall Winter 2024 Programs	92
Facility Rentals	45
49 - December 4 - 10, 2024 Weekly Arrest a...	40
Weekly Report December 13, 2024.pdf	40
Combined Bank Statements with Transfers	38
Proposed FY25 Budget.pdf	26
Skittles Experiment	23
Government Finance Officers Association 20..	23
Youth Athletics	20

Social Media:

Facebook

Top posts



Village of Villa Park, Illinois, Government
Dec 18, 21:48

Please join us in welcoming our new Villa Park Fire Department candidates, Will Schermer, Steve Schimanski, and Evan Swanson! They've officially started their training, and we're excited to have

79 likes and reactions



Village of Villa Park, Illinois, Government
Dec 17, 22:17

How did you get up there, Elfie? He's hanging out at the Fire Department today, reminding everyone about the "Keep the Wreath Red" program! This annual event raises awareness about

17 likes and reactions



Village of Villa Park, Illinois, Government
Dec 16, 20:46

Elfie is hanging out with the Villa Park Police! Did you know they offer a vacation watch? If you're heading out of town for the holidays, you can sign up to have your home checked on. Visit the

17 likes and reactions

Instagram

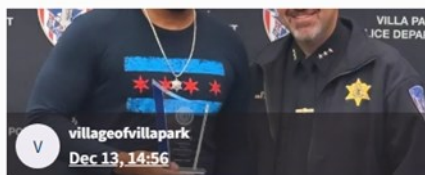
Top posts



villageofvillapark
Dec 13, 02:19

Today we honor Officer Kordell Kitching and his retirement after 20 years of service. He joined the Villa Park Police Department on December 13, 2004, and served as a School Resource Officer at

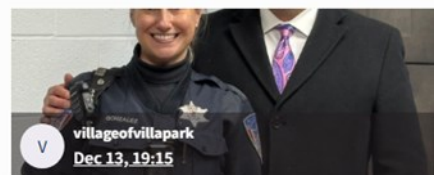
187 likes



villageofvillapark
Dec 13, 14:56

Happy Retirement Officer Kitching 🎉 #police #retirement #policedepartment #policeofficer #villapark

92 likes



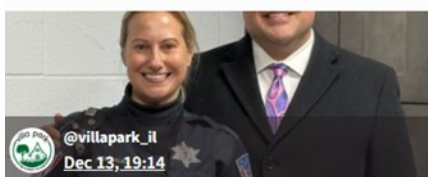
villageofvillapark
Dec 13, 19:15

Congratulations to Officer Elizabeth Gonzalez on 20 years of dedicated service! 🎉 Thank you for your commitment to keeping our community safe and for being such an integral part of

87 likes

Twitter (X)

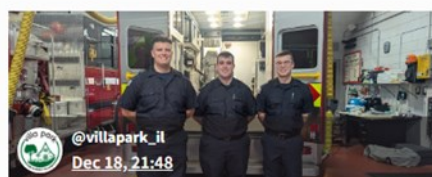
Top tweets



@villapark_il
Dec 13, 19:14

Congratulations to Officer Elizabeth Gonzalez on 20 years of dedicated service! 🎉 Thank you for your commitment to keeping our community safe and for being such an integral part of

15.32% engagement rate



@villapark_il
Dec 18, 21:48

Please join us in welcoming our new Villa Park Fire Department candidates, Will Schermer, Steve Schimanski, and Evan Swanson! They've officially started their training, and we're excited to have

10.39% engagement rate



@villapark_il
Dec 16, 20:46

Elfie is hanging out with the Villa Park Police today! Did you know they offer a vacation watch? If you're heading out of town for the holidays, sign up to have your home checked on. Visit the website

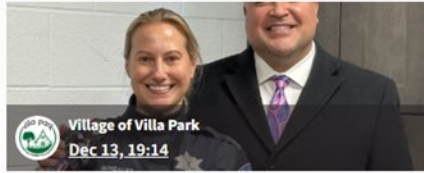
6.02% engagement rate

in Top posts



Yesterday we honored Officer Kordell Kitching and his retirement after 20 years of service. He joined the Villa Park Police Department on December 13, 2004, and served as a School

170 reactions



Congratulations to Officer Elizabeth Gonzalez on 20 years of dedicated service! 🎉 Thank you for your commitment to keeping our community safe and for being such an integral part of

20 reactions



Please join us in welcoming our new Villa Park Fire Department candidates, Will Schermer, Steve Schimanski, and Evan Swanson! They've officially started their training, and we're excited to have

2 reactions

Email:



Village Manager's Message

As the season turns colder, unfortunately, water main breaks become more likely to occur. We had three last week, the last of these being when it was 5 degrees. The men and women in the Utility division of the Public Works Department do a fantastic job, and it's easy to forget the risks and hardships they face while doing their jobs. As of close of business Thursday, all three, including one very close to the fire station, have been repaired.



The Villa Park Recreation Center will open for business on Friday, January 3. The formal ribbon cutting will be on Monday, January 13th at 5:30 pm. There will be tours on December 28th and 30th as well as the night of the ribbon cutting. Check our social media and website soon for more details. Come see our beautiful new facility!

Joyful Traditions was once again a big success. The weather cooperated, giving us mild temperatures, which allowed the residents time to meet up with old friends, sip hot chocolate and cider, visit the food trucks, sing carols around a fire, and enjoy seeing the decorated trees along the Prairie Path. The trees will remain up until the first Saturday after the New Year.

Last week, I attended two DMMC meetings: the Transportation Policy Committee and a morning get-together with our state representative, Diane Blair-Sherlock. I participated in the meeting with BS&A (the new accounting software company) to discuss how to set up our new chart of accounts for maximum efficiency. The software will allow us to drill down and not only produce more detailed reports but also produce them more easily. I also had the opportunity to coordinate and facilitate a meeting between Susana Strangmeier from ComEd and David Lyon from Marquette Companies. We were able to discuss how to expedite the relocation of the power line that currently transverses the construction site so that progress can continue on The Union project. I also met individually and collectively with the Village Department Heads. As we do every week, we discussed various ongoing projects, and how we can all best serve the community. [View the full report here.](#)

Matt Harline
Village Manager

Holiday Decorations Contest

Enter the Villa Park Annual Holiday Decorations Contest! Categories include Most Traditional, Most Joyful, and Best Use of Holiday Collections. Submit nominations with photos or videos to the F.U.N Commission at Pride@invillapark.com by Dec 20th. Judging is Dec 23rd. Winners receive a \$50 gift card! The map of houses will be posted Dec 23rd!



Download the My Villa Park App

Have you downloaded the [My Villa Park app](#)? It's an easy way to submit service requests directly from your phone. Download the app from the App Store or Google Play and select "Submit a Service Request." Add a photo, and description, and track the status of your request. There are links to village news, events, job opportunities, and online bill pay!



VPRC Memberships

Villa Park Recreation Center memberships are available with early bird pricing through January 15! Choose annual, monthly, 6-month, or quarterly memberships. Daily admission to the fitness center, track, open gym, and pickleball are also available. [Visit our website](#) for details and hours. [Purchase online](#) or the Iowa Community Center.



Electronic Recycling

Our monthly electronics recycling service is happening this Saturday, December 21! This is free for Villa Park residents, so make sure to have your ID ready. Please note, only one TV per visit. Have any questions about the program? Please call our public works department at (630) 834-8505. [Visit our website](#) for a list of accepted items.



Stay Updated

Keep up with our upcoming events by visiting our regularly updated [Community Events page](#)! Sign Up for our other e-mail and text alerts [here](#).

Helpful Links

[Parks & Recreation Updates](#) | [Garbage & Recycling](#)

[Construction Projects](#) | [Permit Portal](#)

Programs Offered in the Week of Dec 22-28

- LEGO® DUPLO® Build + Play
- Essentrics with Lisa



Meetings and Training Sessions

- Department Heads meeting
- Village Department Heads meeting
- Rotary Club meeting
- Kiwanis Club meeting
- Lions Club meeting
- ALA Odyssey Award Committee meeting

Library Services

- Online catalog and New Materials poster updated with the week's new items
- Subscription Registration: Teen Book Bag Winter/Spring 2025
- Adult Book Bag Pickup
- Book Discussion: One book discussion led by staff
- Adult Craft Take & Make Pickup
- Display created: *Letter Writing Month*
- Lions Club toy donations given to York Township offices
- Assisted patrons with 3D printing questions and programs
- 24 Hour Lockers: 74 patrons served
- Passport Application Service: 12 new passport applications processed

In the works...

- Interviews for Acquisition Clerk conducted
- Adult Movie Bag subscription planning and preparation

Submitted by Sandra Hill, Library Director



Villa Park Police Dept.

Police Chief, Michael Rivas

DATE: December 12th- December 18th, 2024

STATISTICAL DATA		SPECIAL ATTENTION DETAILS
Total CAD tickets generated	357	Retail Thefts at Store
Officer generated traffic stops	33	Overnight Parking
Traffic Citations issued	20	Traffic Calming near Schools
Traffic Warning Tickets issued	22	Parking on Villa
Number of Bookings Processed	2	Burglary Crews
DUI Arrests	2	Special Events
Admin. Tows Initiated	3	Speeding Autos on Secondary Streets
Village Ordinance	0	Flock Camera Hits for Stolen Vehicles/Wanted
Parking citations issued	67	Saturation Patrols
Local Adj./ Compliance violations	0	Domestic Violence
Vehicles Booted	0	Mental Illness Calls for Service
Vehicles Booted (YTD)	4	Motel 6
Vehicles Booted Total	13	Restaurants and Bars

CURRENT INVESTIGATIONS

- Theft – A Villa Park Officer took a report for a theft of a wallet at the Walmart. The investigation is ongoing.
- Domestic Battery– A Villa Park Officer took a report for a domestic battery at a business on St. Charles Rd. The investigation is ongoing.
- Criminal Damage to Property – A Villa Park Officer took a report where a door was damaged on East-Maple. The investigation is ongoing.
- Criminal Damage to Vehicle – A Villa Park Officer took a report where a vehicle was damaged on East Vermont. The investigation is ongoing.
- Theft of Gas – A Villa Park Officer took a report for theft of gas at the BP on North Ave. The investigation is ongoing.
- Battery– A Villa Park Officer took a report for a battery that occurred on West North Ave. The investigation is ongoing.
- Assault – A Villa Park Officer took a report for assault at VASA where a subject flashed a gun at another. The investigation is ongoing.
- Fraud – A Villa Park Officer took a report for fraud where the victim came to the station to make a report. The investigation is ongoing.

ARRESTS

- Domestic Battery Arrest x 2
- Reckless Conduct
- Driving Under the Influence of Alcohol x 2
- Driving while License Suspended x 4
- In Jurisdiction Warrant

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

CRIME FREE HOUSING

No Report.

MEETINGS

- Department Head Meeting
- Meeting with VM Harline
- Village Board Meeting

OTHER ACTIVITIES

- MERIT Virtual Meeting
- DuPage Chief's Annual Christmas Meet and Greet
- NEDFYS Social Worker Meeting



Officer Elizabeth Gonzalez celebrated her 20th year with the Department and Officer Kordell Kitching had his last day in uniform on December 12 as he steps away to pursue other endeavors.



Villa Park Fire Dept.

Fire Chief, Steve Stapleton

Weekly Report: December 8-14, 2024

Incident Report- Fire and EMS calls by type of call

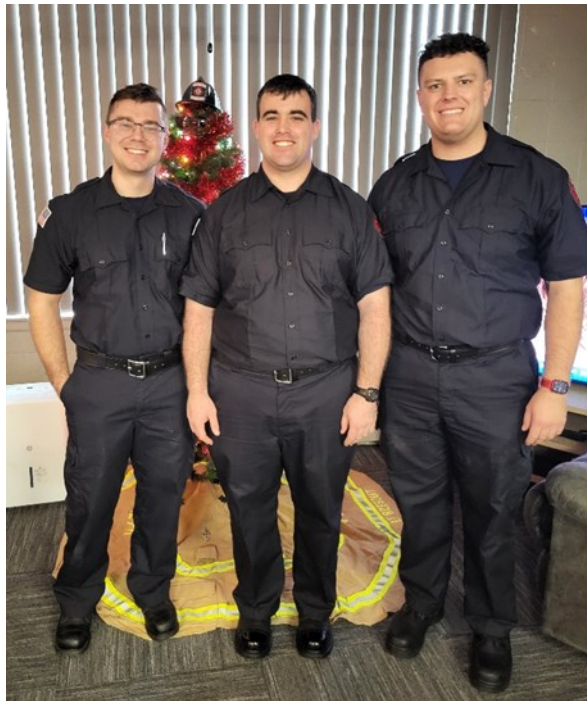
Incident Type	Total Incidents
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	48
Motor vehicle accident with injuries	4
Motor vehicle/pedestrian accident (MV Ped)	2
Motor vehicle accident with no injuries.	1
Rescue or EMS standby	1
	Total: 56
Incident Type Category: 4 - Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG)	1
	Total: 1
Incident Type Category: 5 - Service Call	
Service call, other	1
Smoke or odor removal	1
Cover assignment, standby, moveup	1
	Total: 3
Incident Type Category: 6 - Good Intent Call	
Smoke scare, odor of smoke	1
	Total: 1
Incident Type Category: 7 - False Alarm & False Call	
Direct tie to FD, malicious false alarm	1
Alarm system sounded due to malfunction	3
Sprinkler activation, no fire - unintentional	1
Smoke detector activation, no fire - unintentional	1
	Total: 6
	Total: 67

Incident Type Total Incidents
Incident Type Category: 1 - Fire

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Building fire	2
	Total: 2
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	4
Removal of victim(s) from stalled elevator	1
	Total: 5
	Total: 7

Total EMS/Fire Calls: 67
Total Mutual Aid Calls to Date: 425
Total EMS/Fire Calls to Date: 3224

Weekly Highlights



The Fire Department is thrilled to welcome Evan Swanson, Will Schermer and Steve Schimanski to the VPFD family.

Community & Economic Development

Marc McLaughlin, Director of Community & Economic Development

Community & Economic Development Director Updates:

- The Economic Development Commission held a meeting on Wednesday December 18th at 5:30pm.
- Staff met with the developer of the Princeton Ave Subdivision.
- Staff met with Kluber to go over Station 81 and ICC remodel plans.

	Dec 12, 2024 Dec 18, 2024	2024 YTD	Dec 12, 2023 Dec 18, 2023	2023 YTD	2023 Totals
Permits Issued	25	1641	23	1690	1662
Plan Reviews	8	553	4	455	333
Building Inspections	24	2264	33	2263	2512
Follow-Up Inspections	33	2276	12	2071	1829
Site Visits	2	893	6	1749	1434
Property Main. Violations	37	1897	21	1900	1784
Tickets Issued	17	470	3	537	448
Adjudication Cases	0	456	13	516	393
Liens Filed	0	173	0	137	168
C.O. Inspections	2	134	3	143	111
Vacant Property Inspections	0	27	0	54	79
Vacant Properties Registered	0	9	0	12	15

Public Works

Director of Public Works, Michael Guerra

Public Works Highlights

- Public Works Streets Division staff has added Rectangular Rapid Flashing Beacons (RRFBs) to the trail crossing signs at the Great Western Trail crossings on Ardmore Avenue (see photo) and on Harvard Avenue. These devices can be activated by trail users prior to crossing and are intended to enhance the visibility of trail users and increase driver awareness. Staff plans to continue adding the devices at other crossings in the village as funding permits.
- Streets Division staff conducted salting operations in response to the winter weather that hit the area late this week.
- A bid opening was held this week for the Jackson Area Improvement Project. Staff is in the process of reviewing the bids and checking bidder references and qualifications. Staff plans to submit a contract award recommendation for consideration at the 01/13/2025 Village Board meeting. Staff has also been working with engineering consulting firm V3 Companies to prepare a draft agreement for construction engineering services for the project. That draft agreement is expected to be submitted for consideration with the construction contract on 01/13/2025.
- Engineering staff is working with engineering consulting firm Civiltech Engineering to prepare a draft agreement for Phase I preliminary engineering services for the Ardmore Avenue Improvement Project. The draft agreement is expected to be presented to the Village Board for consideration in January. The village has been awarded federal Surface Transportation Program (STP) grant funding for improvements to the Ardmore Avenue corridor from Roosevelt Road to North Avenue. Construction, which is still several years away, is expected to be completed as three separate projects, but per requirements set by IDOT, the Phase I study of the entire corridor will move forward as a single effort.
- Utilities Division staff continued to respond to water main breaks this week following a string of breaks over the past few weeks.
- Streets Division staff concluded street sweeping efforts this week. Every street in the village has been swept at least once in the past month.
- Engineering staff held a design progress meeting this week for the 2025 Sidewalk Program. In addition to the removal and replacement of existing sidewalk, the 2025 program is expected to include construction of new sidewalk, and replacement of sidewalk with drainage concerns and other issues. For this reason, the program requires more extensive design than in typical years.
- Public Works staff is researching options and pricing for the proposed purchase of a new aerial bucket truck. Staff hopes to present a proposal to purchase an aerial bucket truck at an upcoming Village Board meeting.



Public Infrastructure Projects

Ardmore Staff is working with engineering consulting firm Civiltech Engineering to prepare a draft agreement for Phase I preliminary engineering services for the Ardmore Avenue Improvement Project. The draft agreement is expected to be presented to the Village Board for consideration in January. The village has been awarded federal Surface Transportation Program (STP) grant funding for improvements to the Ardmore Avenue corridor from Roosevelt Road to North Avenue. Construction, which is still several years away, is expected to be completed as three separate projects, but per requirements set by IDOT, the Phase I study of the entire corridor will move forward as a single effort.

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 All site work is complete. Staff is working to close out the construction contract and the CDBG grant.

Jackson Pond A bid opening for the Jackson Area Improvement Project was held this week. Staff is in the process of reviewing the bids and checking bidder references and qualifications. Staff plans to submit a contract award recommendation for consideration at the 01/13/2025 Village Board meeting. Staff has also been working with engineering consulting firm V3 Companies to prepare a draft agreement for construction engineering services for the project. That draft agreement is expected to be submitted for consideration with the construction contract at the 01/13/2025 meeting. 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 property in several locations.

Sidewalk Program Construction of the 2024 Sidewalk Program is now complete. Staff is working to close out the construction contract. Staff held a design progress meeting this week for the 2025 Sidewalk Program. In addition to the removal and replacement of existing sidewalk, the 2025 program is expected to include construction of new sidewalk, and replacement of sidewalk with drainage concerns and other issues. For this reason, the program requires more extensive design than in typical years.

Tri-Trail The only remaining site work is the completion of punch list items, which is pending.

Wisconsin The only remaining site work is the completion of punch list items, which is pending.

Fleet Maintenance Division

- Pw truck 25 is in the shop rebuilt hydraulic cylinder was installed and was found to have a leak. The cylinder was removed and sent back out for repairs.
- Pw truck 93 is in the shop. New leaf springs have been installed; a coolant temperature sensor is being installed.
- Police Car 193 is in the shop to replace a tire that was damaged
- Police Car 191 was in the shop repairing a cooling leak, a new thermostat and gasket were installed.
- Fire pickup U81 was in the shop to replace a bad tire sensor.
- Parks car 248 was in the shop to replace a front tire that was damaged and not repairable.
- Pw plate compactor was in the shop to make repairs to handle assembly that had broken.
- Pw truck 62 was in the shop and had a new horn installed.
- Pw truck 95 was in the shop and had a new blower motor installed.

Operations Division Statistics

	Week of 12/20/2024	Month to Date
Overall		
Service requests	95	355
Streets		
Pothole patching	3	36
Tree trimming	12	35
Tree removal	1	4
Tree limb pickup	2	11
Utilities		
JULIE locates	46	158
Sewer services televised	0	0
Inlets / catch basins cleaned	18	47
Water shutoffs performed	0	1
Smart Points Installed	1	5
¾" iPERL Meters Installed	6	32
1" iPERL Meters Installed	0	3
Large meters installed	1	1
In-house meter testing	24	24
Water valves exercised	17	56
Sewer televised (feet)	0 feet	0 feet

Parks & Recreation

Director of Parks & Recreation, Greg Gola

Administration

- Staff met with Williams and WB Olsen to discuss the new Lions Rec Center construction progress and updates.
- Staff met with contractors for facility cleaning equipment, and VPRC systems training.
- Staff met with Kluber to discuss the Fire Station 81 Renovation Project and timeline.
- Staff attended the Local Government Leadership Academy.
- Rec Staff met on 12/17/2024 and discussed: Open House dates for VPRC and Grand Opening /Ribbon Cutting for VPRC
- Nine staff members attended CPR/AED/FA/BBPs certification on 12/18/2024
- Staff will continue to pack for the big move to VPRC. The goal is to be all moved in by 12/27/2024

Parks, Buildings & Grounds Division

- Staff continue the move into the new VPRC from the ICC, setting up storage areas, moving equipment and supplies, and coordinating contractors.
- Staff work/repairs continue with routine maintenance, landscaping cleanups, maintenance and repairs of Park facilities, HVAC repairs, plumbing repairs, electrical repairs, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.

Recreation Division

Athletics & Fitness

- Villa Park Youth Basketball League *Conquer the Court* will be taking a holiday break as the Middle schools do not hold building rentals during school breaks. Games will start at WBHS (9a-2p) and at the VPRC (8a-12p) on Saturday, January 11.
- Staff is moving to the VPRC and coordinating athletic and fitness equipment moves.
- Staff is meeting with Life Fitness to review all equipment that was delivered.

Early Childhood

- Little Learners Club had 26 participants for the week of 12/17.
- Preschool finished up the week with their Snowflake Lunch. They will be on Winter Break from 12/20-1/3 returning on January 6 to VPRC!

Senior Program Updates

- Casino trip 12/9-8 participants-Hollywood Casino, Aurora
- Birthday Bingo 12/12-55 participants-on-site performance from Elmhurst Choral Group

Family Events

- Holiday Family Events
 - Phone Calls from Santa
 - Friday, December 13
 - 6 participants registered (5 in 2023).
 - Visit from Santa
 - Saturday, December 14
 - 18 participants (16 in 2023).
 - Letters from Santa
 - Mailed December 12
 - 29 participants (9 in 2023).
- VPRC Fitness Memberships thru 12/18/2024

Total Participants	Membership	Amount Paid
4	Adult Resident Annual (Monthly ongoing)	\$100
8	Adult Resident Annual (PIF)	\$2,000
6	Couple - Resident Annual (Monthly ongoing)	\$144
7	Couple - Resident Annual (PIF)	\$1,800
3	Family of 3 or more Annual (PIF)	\$575
1	Senior Non-Resident Senior Non-Resident Annual (Monthly ongoing)	\$30
1	Senior Non-Resident Senior Track Only Non-Resident Annual (PIF)	\$80
2	Senior Resident 6 months (PIF)	\$350
4	Senior Resident Annual (Monthly ongoing)	\$80
26	Senior Resident Annual (PIF)	\$4,550
22	Senior Resident Track Only Annual (PIF)	\$770
1	Youth Resident Annual (PIF)	\$175
2	Youth Resident Open Gym & Track Annual (PIF)	\$100
87		\$10,754

Support Staff and Misc. Updates

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