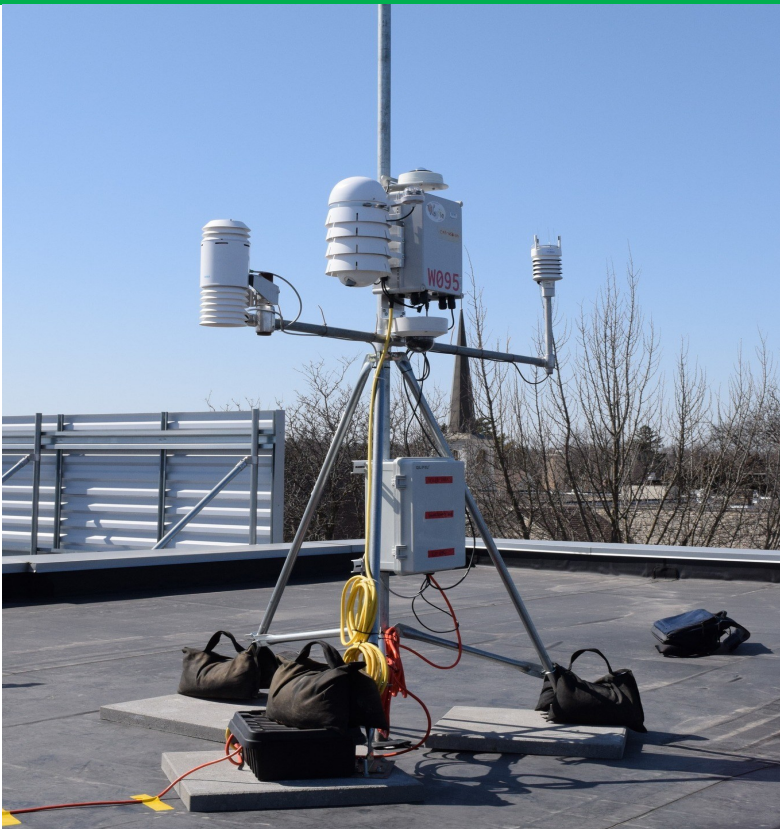


Monthly Report February 2025



VILLAGE MANAGER'S MESSAGE (February 2025)

Pictured above is the new CROCUS weather lab on top of the Villa Park Public Library. Funded by the DOE's Office of Science, Biological and Environmental Research program, CROCUS studies urban climate and its implications for the Chicago region. The CROCUS team conducts novel, multi-scale observational science and creates highly accurate climate models. The Village became aware of the possible collaboration through Bob Wagner and the Environment Concerns Commission.

Just another example of the importance of developing relationships throughout the region. This data will also help our Public Works Department with storm response.

Matt Harline,
Village Manager

FEBRUARY ANNIVERSARIES

Congratulations on your anniversary!

Daniel Schultz	4 years
Brian Roche	7 years
Miguel Reynoso	9 years
Gina Racanelli	33 years
Viviana Munson	3 years
Jacob Furtak	5 years
Nicole Else	1 year
Emma Depasque	4 years
Jacy Campobasso	5 years
Cindy Acosta	1 year

At the Employee Appreciation event the following employees were recognized for over 20 years of service to Villa Park.

Ron Brzezowski	25 years
Brandon Mitsuka	25 years
Jeff Deeke	20 years
Elizabeth Gonzalez	20 years
Kevin Mantels	20 years
Anthony Perkins	20 years

Assistant Village Manager Report

Metric	Feb 2025	YTD 2025	Feb 2024	YTD 2024
FOIA Requests Received	74	159	68	142
FOIA Requests Closed	76	149	73	141
New Hires	0	3	3	5
Open Positions	5	11	n/a	n/a
General Liability Claims	0	2	1	3
Workers' Compensation Claims	0	3	2	1



Community & Economic Development

	February 2025	2025 YTD	February 2024	2024 YTD	2024 To-
-					
Permits Issued	61	121	112	183	1608
Plan Reviews	21	47	34	55	535
Building Inspec-	123	246	159	268	2196
Initial & Follow-Up Inspections	137	301	364	648	3080
Property Main. Vio-	69	175	280	489	1834
Tickets Issued	22	57	74	93	441
Adjudication Cases	36	61	26	47	433
C.O. Inspections	8	13	20	31	79
Licenses Issued	3	10	8	17	79
PZC Applications	2	4	2	3	23

Communications Report

Metric	Feb 2025	YTD 2025	Feb 2024	YTD 2024
New Facebook Followers (Village)	73	7458	40	6707
New Facebook Followers (Parks & Rec)	31	3154	35	2803
New Facebook Followers (Police)	22	11333	8	10406
Facebook Content Interactions (Village)	926	1831	1140	2295
Facebook Content Interactions (Parks & Rec)	293	835	234	617
Facebook Content Interactions (Police)	1660	3437	2227	8746
New Instagram Followers	30	2122	9	1688
Instagram Engagement	563	1478	N/A	N/A
YouTube Views	2133	2801	997	1545
Website Views	55635	114174	41810	84084
Website Document Downloads	36155	101497	27999	67909
Emails Delivered	3515	8178	479	2153
Emails Opened	2675	5949	307	1460

Social Media:

February Highlights

- Nicole Else from VFPD on WGN and CBS for Fight for Air Climb
- Jackson Area Improvement Project traffic notice
- Comprehensive Plan Open House and Public Comments
- Police Training Notice
- Parks & Recreation programs, Preschool Registration Open
- National Engineers Week
- Parkway Tree Request Application
- Structure Fire Notice
- Student Resource Officer Appreciation Day

Website & Other:

February Highlights

- BS&A updates, removing Xpress Bill Pay
- Parks & Rec website program updates
Comprehensive Plan Open House and Public Comments

Email

February Highlights

- Village Roundup E-newsletters
- Email to residents signed up for Autopay and Paperless billing to notify them they can set up their new account

Finance

- Training and integration of BS&A ERP system
- Processing payroll under new ERP Payroll and banking module
- Review preliminary audit requirements in support of upcoming L&A internal controls review.
- Payment Processing for new vehicles
- S&A training for Grants and Projects, single processing.
- Designing Financial Reports with BS&A for Board
- Review BS&A Chart of Accounts
- Review Banking ACH transactions
- Review P-card transactions
- Confirmed EMMA posting with Garden Station Bond Custodian
- Reciprocal Agreement with IDOR.
- Met with Village Manager on updated Financial Reports.



JANUARY, 2025 Library Stats



10,244
Visits to
the library



111
Cardholders added
this month



9,565
Total Number of
Cardholders



22,107
Items
checked out



1,127
Reference/Readers
Advisory Questions
Asked



1,305 Patrons
attended 49
programs/events



7,593
People like/follow the
library on social media



33
New users signed
up for the lockers



1,585
Total number of patrons
using the lockers



27,363
Website/Page
Views



**33 books added to
9 Little Free Library
Buildings**



JANUARY, 2025 Library Stats



481
Tech Interactions
(printing, phones,
tablets, etc.)



3,908
Holds
Placed



25.3
Staff hours placing
ILLs & follow-up



873
Public
Computer
Sessions



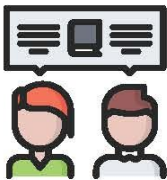
310 People
Attended 3
Outreach
Events



38 Patrons
Attended
6 Book
Discussions



15
Physical & Virtual
Displays Created



2
Staff Book
Reviews



1,195
Items Weeded



788
New Materials
Added



182 Items
Repaired



10
Homebound Visits



69
Notary
Transactions



67 Passports
Processed &
\$2,345.00 in Revenue
Received

Police Department Report 2/5/2025 to 3/4/2025

POLICE ACTIVITY					Monthly Totals	Previous Month
WEEK OF	2/5-2/11	2/12-	2/19-	2/26-3/4		
Calls for Service	432	377	391	416	1616	1764
Traffic Stops	76	77	49	82	284	245
People Arrested	9	6	10	8	33	31
Traffic Tickets	41	28	18	38	125	84
Warning Tickets	36	35	24	27	122	122
DUIs	0	0	0	2	2	2
Admin Tows	3	1	1*	4	8	5
Village Ordinance Tickets	1	0	0	0	1	0
Parking Tickets	112	81	151	110	454	335
LA /Compliance Tickets	3	1	5	2	11	13
Fleeing & Eluding Tickets	0	0	0	0	0	1



The Villa Park Police Department wishes everyone a fun and safe St. Patrick's Day!

Fire Department Report: February 2025

Incident Report - Fire and EMS calls by type of call.

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Building fire	1
Cooking fire, confined to container	1
Total: 2	
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
EMS call, excluding vehicle accident with injury	150
Motor vehicle accident with injuries	6
Motor vehicle/pedestrian accident (MV Ped)	1
Motor vehicle accident with no injuries.	4
Extrication, rescue, other	1
Total: 162	
Incident Type Category: 4 - Hazardous Condition (No Fire)	
Gas leak (natural gas or LPG)	2
Carbon monoxide incident	3
Power line down	1
Arcing, shorted electrical equipment	1
Total: 7	
Incident Type Category: 5 - Service Call	
Service call, other	1
Lock-out	1
Police matter	3
Unauthorized burning	1
Good intent call, other	4
Dispatch Error/Test Ticket	1
Smoke scare, odor of smoke	2
Total: 7	
Incident Type Category: 7 - False Alarm & False Call	
False alarm or false call, other	2
Direct tie to FD, malicious false alarm	1
Alarm system sounded due to malfunction	4
CO detector activation due to malfunction	2
Sprinkler activation, no fire - unintentional	1
Smoke detector activation, no fire - unintentional	2
Alarm system activation, no fire - unintentional	2
Total: 14	
Total: 198	

Fire Department Report

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

Incident Type	Total Incidents
Incident Type Category: 1 - Fire	
Fire, other	1
Building fire	1
Total: 2	
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident	
Rescue, EMS incident, other	1
Medical assist, assist EMS crew	2
EMS call, excluding vehicle accident with injury	19
Motor vehicle accident with injuries	2
Motor vehicle accident with no injuries.	1
Rescue or EMS standby	2
Total: 27	
Incident Type Category: 6 - Good Intent Call	
Dispatched and cancelled en route	15
Total: 15	
Incident Type Category: 7 - False Alarm & False Call	
Smoke detector activation, no fire - unintentional	1
Alarm system activation, no fire - unintentional	1
Total: 2	
Total: 46	

Total Incident Counts		February 2025	YTD 2025	February 2024	YTD 2024
EMS/Fire Calls		244	538	228	503
Mutual Aid Given	EMS	27	53	14	35
Mutual Aid Given	Fire	4	10	3	15
Mutual Aid Given	Cancelled En Route	15	30	8	20
Mutual Aid Received	EMS	6	18	8	16
Mutual Aid Received	Fire	12	30	14	36

Public Works

Public Work Highlights

- Public Works staff continued to work on implementing the BS&A software.
- Streets Division staff conducted several salting and snow removal operations in response to the winter weather.
- Staff received notification that our current Electronic Recycling vendor Kuusakoski is no longer operating in the Chicagoland area. Staff is working with another vendor to secure an agreement for future collection but Village will have to suspend the monthly collection until further notice.
- Staff has set up a link for residents to request a parkway tree on the Village website <https://www.invillapark.com/473/Forestry-Division>. These requests are reviewed and will be selected in order as the Village plants parkway trees. Staff has received over 120 requests and have begun reviewing sites to be incorporated with the Parkway Tree Planting Bid.
- Engineering Staff has met with consultant engineering firms to discuss possible agreements for improvements on Park from Ardmore to Cornell including the sidewalk and parking locations and for the annual roadway resurfacing program.
- Staff attended the Compressive Plan Public Open House, the Village Board, DMMC Transportation Technical, Salt Creek Workgroup, the Spring Sweep Committee, and the ECC meetings.

Public Infrastructure Projects

Ardmore An agreement with engineering consulting firm Civiltech Engineering for Phase 1 preliminary engineering services was approved 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. Survey work along this corridor is planned to start as soon.

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, which are both now complete. North Wisconsin Avenue was also separated into its own project, as it did not include water main replacement.

North Harvard Avenue Improvement Project This project consists of improvements on North Harvard Avenue from Plymouth Street to Ridge Road. The project includes the replacement of the existing 4" watermain from Plymouth Street to Sunset Drive along with roadway reconstruction and select sidewalk improvements. The design for this project is being completed and will be out for Bid in March. Construction will start at after the end of the 2024/2025 school year and is anticipated to be complete before school resumes in the fall.

Jackson Area Improvement Project Construction of the Jackson Area Improvement Project begun. 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. Construction crews staged materials and begun exploratory digging to find existing utilities. Affected residents will receive paper notices delivered to their doors prior to those scheduled shutdown.

Sidewalk Program Bidding of the 2025 Sidewalk Program is expected to take place in March. 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.

Washington Sewer Separation Design of this project is underway. The village is seeking low-interest loan funding from the Illinois Environmental Protection Agency (IEPA) for the combined sewer separation efforts that are necessary part of the scope of the project. Because obtaining loan funding is a competitive and often lengthy process, it will be the controlling factor for determining when the project will go to construction.

Westmore & Wisconsin Design of this project is underway. The village is seeking low-interest loan funding from the Illinois Environmental Protection Agency (IEPA) for the combined sewer separation efforts that are necessary part of the scope of the project. Because obtaining loan funding is a competitive and often lengthy process, it will be the controlling factor for determining when the project will go to construction.

Public Works

2025-DCEO-Drainage-Improvement-Project This project consists of all work associated with stormwater and drainage improvements at the Ellsworth Ditch south of North Avenue and Ridge Road between Westmore Avenue and Roy Drive. This project was bid twice previously but unfortunately the Village did not receive favorable bids. The engineering staff is re-evaluating the design to make the project more viable for a favorable bid and award. This project is anticipated for a April bid letting.

Fleet Services Division

- Sought pricing for Parks and Recreation Paratransit Bus replacement for Board Consideration.
- Worked on upfitting the Deputy Fire Chief's new SUV
- Completed 39 work orders on vehicles
- Submitted the lease requests to Enterprise for the lease of 5 SUV and 1 pickup truck for the 2025 vehicle replacement plan.

Public Works	Feb-25	2025 YTD
Streets/Forestry		
Animal Dead in Right-of-Way	0	0
Drainage / Flooding Issues	0	0
Inspection - Compliance	0	0
Light pole or Wire Issues	0	0
Parking - Other	1	2
Pothole Patching	11	13
Sidewalk Repair	2	6
Storm Drain	0	0
Street Lighting	1	5
Street Repair	2	5
Street Signs	1	1
Street Sweeping	0	0
Traffic Signal	0	2
Tree Limb Pickup in Parks	0	1
Tree Limb Pickup in Parkway	1	12
Tree Removal	1	5
Tree Trimming	0	3
Tree Trimming in Parks	0	0
Total - Public Works	20	55
Utilities		
Inspections	11	19
JULIE locates	106	195
Sewer services televised	1	1
Inlets / catch basins cleaned	19	19
Smart Points Installed	1	6
¾" iPERL Meters Installed	25	79
1" iPERL Meters Installed	0	3
Large meters installed	0	0
In-house meter testing	84	108
Water valves exercised	39	95
Water main break repairs	6	10
Sewer televised (feet)	0 feet	0 feet

Parks & Recreation

Administration

- Our OSLAD Project for Lions Park (playground, pickle and basketball courts, Storybook Walk, etc) will start on April 1. Weather permitting, and no unforeseen circumstances, this project should be completed by mid-July
- Staff met with contractors to discuss Fire Station 82 HVAC improvements and project timeline, at the VPRC for building repairs and to address punch list items, and to install a replacement Fire panel at 42 W Home Ave.
- Staff met for training on the new BS&A software, to discuss the new IT office at Village Hall, for proposed ATT work at North Terrace, and to discuss the proposed Police Department interior and exterior improvements.
- Staff interviewed candidates for an open weekend VPRC custodial staff position, an offer was made and accepted and the candidate will begin working in March.
- Staff met with Upland Design and Hacienda Landscaping to discuss the Lions Park Grant project construction coordination and timeline.
- Staff met with Villa Park Youth Baseball to discuss the upcoming 2025 season schedule, and upcoming projects to improve fields.
- Staff met with Upland Design to discuss the Lions Park baseball field improvements and needed schematic design for the new outfield fence.
- The first draft of the Summer Programs and Events Guide is with the designer.

Parks, Buildings & Grounds Division

- Staff have started initial work at Village Hall to the upstairs Cable Room and COW closet. The Cable Room will become the new IT office, and the COW closet will be made into the new Cable Room.
- Staff work/repairs continue with routine maintenance, maintenance and repairs of Park facilities, HVAC repairs, plumbing repairs, electrical repairs, inspections, snow/ice removal following storm events, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.

Recreation Division

Early Childhood Non-Sport

- Little Learners Club averaged 40 participants for the month of February (39 in 2024) **6 new participants**
- **NEW** program Toddler Playtime averaged 14 participants.
- **NEW** Ceramics @Nadine first class took place on February 19 with 8 participants.
- Preschool Registration began February 24. 23 registered on the first day (15 in 2024).

Youth Non-Sport

- **NEW** Introduction to Cooking started Tuesday, 2/4 with 9 participants
- **NEW** Glitzy Girlz Winter Fantasy Princess Glam Night on February 25 with 9 participants.

Instructional Dance

- Dance Rehearsal/Recital on February 21-22 at Jefferson Middle School was successful. The audience included over 300 people.

Senior & Adult Non-Sport

- **NEW**-Baking 101 started 2/4 with 11 participants
- **NEW** Can Do Academy-new dog training program and instructor have started 2/1-1 puppy; 6 adult dogs.
- Dining Destinations, Bavarian Lodge, Lisle, 2/2-13 participants (14 -2024)

VPRC MEMBERSHIPS through 2/28/2025

	Participant	Revenue
Adult Non-Resident 3 months FITNESS CENTER (PIF)	1	\$136
Adult Non-Resident 6 months FITNESS CENTER (PIF)	1	\$239
Adult Non-Resident Annual FITNESS CENTER (Monthly ongoing)	1	\$35
Adult Non-Resident Annual FITNESS CENTER (PIF)	1	\$375
Adult Non-Resident Annual TRACK (PIF)	2	\$170
Adult Resident 3 months FITNESS CENTER (PIF)	14	\$1,300
Adult Resident 6 months FITNESS CENTER (PIF)	3	\$525
Adult Resident Annual FITNESS CENTER (Monthly ongoing)	47	\$2,050
Adult Resident Annual FITNESS CENTER (PIF)	88	\$22,500
Adult Resident TRACK Only Annual (PIF)	59	\$2,360
Couple - Resident Annual FITNESS CENTER (Monthly ongoing)	33	\$1,296
Couple - Resident Annual FITNESS CENTER (PIF)	121	\$28,080
Couple - Non-Resident Annual FITNESS CENTER (PIF)	2	\$595
Couple Non-Resident Couple Annual FITNESS CENTER (Monthly ongoing)	6	\$232
Family of 3 or more Annual (Monthly ongoing)	71	\$1,984
Family of 3 or more Annual (PIF)	242	\$35,390
Senior Non-Resident 3 months FITNESS CENTER (PIF)	1	\$136
Senior Non-Resident Senior Non-Resident Annual FITNESS CENTER(Monthly ongoing)	1	\$30
Senior Non-Resident Senior Track Only Non-Resident Annual (PIF)	6	\$473
Senior Resident 3 months FITNESS CENTER (PIF)	2	\$200

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