Weekly Status Report

VILLAGE MANAGER'S REPORT (7/11/2025)

The July 4th Parade is a featured event in Villa Park. This is the fifth parade I have been a part of. I have also been a part of at least 25 other parades when I worked for another municipality. My favorite part of the parade is walking around and greeting as many parade participants as I can. The best part is everyone is in a good mood. The bands were practicing their songs. The dancers were practicing their routines in anticipation of the start of the parade.

I decided to walk the parade to pass out candy. I am very happy to report that we did not run out of candy and were able to evenly distribute the candy throughout the entire parade. My daughter drove alongside me in a 1983 El Camino. Thank you, Mr. Benes, for allowing us to borrow the vehicle and trusting an 18-year-old with such a fine piece of machinery. The engine was loud and many people along the parade route gave out compliment after compliment. We had several offers to purchase the vehicle. I could see my daughter smiling each time someone acknowledged the vehicle. My daughter also did an excellent job of throwing candy to kids on her side of the street.

I have been in public service for over 35 years and I have met so many good people I have had the pleasure to work with, meet in daily interactions in town, and numerous families my children have played sports with. I always tell people I know so many people not because I am popular but rather because I have been serving others for such a long time. Serving others is still what motivates me to this day. Whenever we can help people or bring moments of joy to others, I am happy. Serving others is "why" I show up for work every day. The current Chicago Police Superintendent, Larry Snelling, stated in a speech at a recent police graduation: "If you lost your why, then you lost your way." I could not agree more with Superintendent Snelling. The "why" gives us purpose. The why was the smiles on all the faces of the citizens along the parade route.

I look forward to seeing many more smiles as the Kiwanis Concert series continues in July and then the Village/VFW's concert series starts again in August. We have so much to look forward to this summer and fall. I look forward to seeing you all in and around town.

Sincerely,

Mike Rivas

Village Manager

UPCOMING ITEMS

July 14, 2025 at 6:00 pm
Committee of the Whole

Proposed Water Rate Increase

July 14, 2025 at 7:00 pm
Village Board of Trustees

- Swearing in of Chief Todd Kubish
- Swearing in of Deputy Chief James Svara
- Swearing in of Sergeant. Eric Haimann
- Community F.U.N. Commission Presentation - Recap on Waves of DuPage Event held on Friday, May 23, 2025, at the VPRC.
- Ordinance to Implement a Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax.
- Resolution Adopting a Paid Parental Leave Policy For Employees of the Village of Villa Park.

Kiwanis & Villa Park Library
Wednesday Concerts
6:30pm at Ruggard Gazebo & Prairie Path

July 16: Rick Lindy and the Wild Ones

July 23: St. John's Lombard Praise Team

July 30: Full Volume Classic Rock

Department Reports

Administration:

Village Manager

- Village Manager Mike Rivas is out of town from July 5th to July 12th.
- Public Works Director Mike Guerra is the acting Village Manager during VM Rivas' absence.
- IT Manager Brian Sawyer was able to set up emails for Village Manager Rivas while he was out of the country.
- The Villager Manager sent out an appreciative, thank you email to all village staff and volunteers who helped make the July 4th parade a fun and safe event.
- The Village Administration is busy working on the agenda for the July 14th Village Board Meeting and Committee of the Whole.
- Village staff continues to find unpaid invoices, unanswered FOIAS and unprocessed reports required by the state and local entities.

Manager's Note: We will not include notes from the weekly Department Head meetings in the Weekly Report. Issues and items discussed are often of a sensitive nature and not for public consumption. If a Department Head should mention something beneficial for public consumption, we will add the item to the Weekly Report.

Police Department

July 2 - July 8, 2025

- The 4th of July parade was a success. Thank you to all the employees from all the departments who helped!!
- Chief Kubish, DC McCann and DC Svara met with Chris, the village attorney to discuss Ebike laws.
- Chief Kubish, DC McCann and DC Svara met with Brian Roche and Michael Guerra to discuss improvements to the police station.
- Chief Kubish, DC McCann, DC Svara, Christina, and Suzy met to discuss the PD budget.
- The detectives are still working on background checks for lateral hires.
- Chief Kubish, DC McCann and DC Svara attended the 100th Saturation Patrol in Willowbrook.
- Chief Kubish, DC McCann and DC Svara met with the contractor regarding the security fence around the police station.

Fire Department

July 2 – July 8, 2025

- Fire Department crews responded to 65 EMS/Fire calls and continued training in triage and trauma EMS care, as well as hazardous materials (HAZ-MAT) response.

- Fire Department personnel and their families participated in the Villa Park VFW Fourth of July Parade, enjoying the festivities and engaging with community members.

- Fire Department Administration met with the Finance Director to discuss departmental accounts and budgeting process, attended the bi-weekly permitting meeting with Community Development, and participated in the weekly Kiwanis meeting.

- On Saturday, July 5th, at approximately 1:16 AM, the Villa Park Fire Department responded to a reported structure fire at 7 E. Jackson. Villa Park Engine 81 was the first unit to arrive on the scene. They found a two-story single-family residence with fire visible from the rear of the residence. Firefighters from Villa Park mounted a quick response, extinguishing the majority of the exterior fire. Mutual aid companies conducted a coordinated, detailed search for any extension of the fire that communicated to the interior of the home. They quickly deployed a hose line and launched an aggressive interior attack, targeting the fire that was located inside the attic space. Additional resources were utilized for searches and ventilation within the structure. The fire was brought under control and contained to the attic area and exterior of the home. At the time of the fire, all family members were present but managed to self-evacuate before the fire department arrived. Everyone who resides in the home was accounted for and unharmed. The Villa Park Fire Department was assisted by the Lombard, Elmhurst, Oakbrook Terrace, Addison, and York Center Fire Departments, as well as the Villa Park Police Department. Our department's Fire Investigation Unit (FIU) conducted the origin and cause investigation of the incident.

Library

In the Works

- Department Heads meeting
- Village Department Heads meeting
- Rotary meeting
- Kiwanis meeting
- Interviews conducted for open positions: Circ/Outreach and Youth Services
- Movie display celebrating UFO Day
- Book displays created: American Revolution Era, Camp out with a good book, I forgot day and Disability Pride Month & Field Guides
- Restocked the Little Free Panty
- Book displays: Books about veggies, Disability Pride Month, Shark Week, Detective Books, Social Justice Graphic Novels (HS), Independence Day
- Participated in the July 4th Parade

Programs and Services

- Summer Lunch served Tuesday–Thursday
- Youth Summer Reading Program registration: 593
- Adult Summer Reading Program registration - 199
- Toddler Time (4 sessions)
- Babies and Books (2 sessions)
- Picture Book Picnic at Twin Lakes
- Marvelous Mornings
- Essentrics with Lisa
- Family Pajama Storytime
- Family Playdate
- Bees and Apiaries program
- VPPL @ Kiwanis Summer Concert
- Bark for Books
- Secret Spies & Goofy Gadgets! Cartooning Class
- Book Discussions: Mystery Readers, Books Worth Talking About and RomCom
- VPPL @ Super Sensational Saturday Morning

Public Works

- Jackson Area Improvement Project continues with the installation of storm sewer on S. Wisconsin Ave from Jackson heading towards Jackson. It is anticipated that the storm sewer installation will be completed by the end of the month. Additionally, concrete crews are began on Addison. Staff is preparing the first change order to present to the Board which has been moved back to July 28th as we finalize the numbers to account for changes that have occurred to date now that we are approximately 40-50% completed with the project.
- North Harvard Water Main Project continues this week. The IEPA operational permit to allow the new main to be put into service has been received verbally so the crews are preparing for to switch residents water services over to the new main. The contractor will be working this Saturday to help maintain the construction schedule.
- The 2025 Sidewalk Program construction continues this week with the contractor nearing completion of the main line sidewalk on Maple and Illinois. The have completed other locations throughout town as well. Staff will present a change order on the July 14th Board meeting to add additional locations to utilize the planned budget for 2025 to reduce the backlog of poor sidewalk in the community.
- Plymouth Water Tower Painting Project is continuing. The contractor is completing the final exterior coating.
- 2025 Street Crack Fill project contract has been executed, and staff is contacting the contractor to begin the scheduling of the work.
- The Public Works Operational staff in the utility division completed the installation of the new water main in the Metra Lot and are seeking an operation permit from IEPA. This new main eliminates three dead end mains by looping them together to provide for safer and more reliable water for Beverly, Chatham, and Douglas.
- Staff attended FHWA and IDOT Coordination meeting for the Villa Ave Bridge Project.
- Public Works and Community Development meet with Parks and the consulting engineer to discuss improvements to the baseball field at Lions Park.
- Public Works Operational Staff have continued to swap out meters for new Ipearls in town and were cleaning inlets to help drainage for rain events.

- Public Works Operational Staff Street division worked on restoring pavement patches for previous repairs and preparing the parade route and participated in the 4th of July Parade
- Fleet has received the new Police Administration SUV from Enterprise and have begun working on the wiring for the one of the new Squad vehicles along with addressing an issue with a fire truck

COMMUNICATIONS

Social Media:

- Structure Fire Notice
- 4th of July Parade Float Voting
- Brewfest Early Bird Tickets on sale – 1 week!
- Misc. VPRC Programming
- National Night Out – 1 month!
- VPPD 4th of July Statistics Press Release
- Kiwanis Summer Concerts
- Lions Park Construction Updates
- CED & PW Receptionist Job Posting
- Uploaded ECC, BPT, & Video Production Commission Meetings to YouTube

Website:

- The Villa Park Police Department Releases Fourth of July Enforcement Statistics
- Full Time Receptionist Job Posting
- Updated Lions Park Construction Timeline

Other:

- Compiled Round 1 Edits on VPRC Fall/Winter Program & Events Guide.
- Sent invite to all employees for National Ice Cream Day celebration.
- Attended Employee Appreciation Committee Meeting.
- Attended Video Production Commission Meeting.
- Met w/ PD about National Night Out Marketing.
- Proofed VPRC Constant Contacts.
- Working on setting up Villa Park information in Recycle Coach app with LRS.

Parks and Recreation

Administration

- Staff attended the July 2025 PRAC meeting on 7/8/2025
- Second round of proofing the fall/winter Programs & Events Catalog is back with the designer.
- Staff worked with Three Oaks Groundcover to install new playground mulch into Park playgrounds around town.
- Staff met with Williams Architects to discuss revised plans for the VPRC trash enclosure.
- Staff met with Upland Design, Public Works, and Community Development to review plans for the Lions baseball field project.
- Staff attended the Park and Rec Commission meeting on July 8 at the VPRC.
- Staff met at Lufkin Park with 10 resident homes to discuss the planting of screenings, for resident input and to provide an update on the project.
- Staff met with Gary R. Weber Associates, Inc. to discuss a landscape design plan for Lufkin Park.
- Staff met with the Police Department and contractors to discuss the parking lot fencing project for proposals.

Parks, Buildings & Grounds Division

- Staff work/repairs continue with Lufkin Park improvements, landscape bed cleanup and mulching, sports field prep, routine maintenance, maintenance and repairs of Park facilities, HVAC repairs, pluming repairs, electrical repairs, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.

Recreation Division

- Summer Day Camps week six; July 7-July 11: 99 campers (74 in 2024)
- NEW Early Childhood Sticky Fingers Cooking Class starts with 8 participants
- Adult/Senior Programs-(39 participants)
    - Pot Luck Lunch 6/30
    - New program-BBQ Rubs & More 7/1
- VP Charities donated training fins to all swim team members 9 & up, and a preschool swim platform to our Learn to Swim program for a total of $2,856.91.
- Offers are being made to four Front Desk Ambassador candidates at the VPRC. Open shifts need to be filled starting next week.
- Four VP Aquatic Team lifeguards and one team judge are attending the Annual IPRA Lifeguard Games at Sunset pool in Glen Ellyn on Friday, July 11.
- Chief Kubish is sending officers to this Friday's (July 11) Villa Park Aquatic Team In-service to talk with lifeguards, pool managers and pool ambassadors about security following the incident at Sunset Pool in Glen Ellyn on Saturday, July 5.
- The Mariners swim team will participate in the B Conference this Saturday, July 12 at Wood Dale Park District.
- New session of Sunday Morning Adult Co-Rec basketball starts 7/13 maxed out at 15 participants.
- Youth instructional tennis classes and Adult Drop-In tennis continue on Mon/Wed the rest of the month
- New group fitness classes have been well attended by members with new days/times offered throughout the week.

Finance

- Reviewed and approved Accounts Payable invoices
- Reviewed and approved journal entries
- Attended weekly status meeting with the auditors
- Attended first meeting with Audit partner
- Attended the weekly Department Head meeting
- Reviewed and approved the 7/7 bill list and emailed Village Manager & Board
- Administered several virtual interviews for the Accounting Manager position
- Researched Fire Pension monies for the Fire Pension Board
- Researched the historical payments to BCBS to determine why the Village fell behind on the monthly premium payments
- Reviewed the current year’s budget with Zoriada from Recreation
- Completed the final report needed for the auditors from the preliminary requests

The Finance staff accomplished the following:

- Processed invoices approved for the upcoming Bill List
- Worked on approving invoices/PO orders
- Cut interim checks for various department requests
- Worked on consolidating ComEd accounts
- Processed AP/AR invoices & payments

Community Economic Development

- Met with the owner of the vacant lots on North Princeton regarding the existing wetlands onsite and the subdivision process to start through the Commission process for single family development on the lots.

- Met with Parks and Rec, Public Works, and the designer for the Lions Park ballfield redesign on the 95% complete plans

- PZC meeting on 7/10 with an application for rezoning of 10 S. Charles to RS-7.5 from MX-T for an existing single family home

- Completing award application for the Daniel Burnham Award for a Comprehensive Plan with the American Planning Association – Illinois to be considered and awarded at the state conference in October