

Weekly Status Report

VILLAGE MANAGER'S REPORT (8/8/2025)

National Night Out is an annual community-building campaign held typically on the first Tuesday of August. This year, the event took place in Cortesi Park on August 5th, 2025. It aims to enhance relationships between neighbors and law enforcement while fostering a sense of community. Events throughout the state typically include block parties, cookouts, parades, and various family-friendly activities. Participants gather to promote crime prevention awareness and strengthen community ties. This initiative highlights the importance of public safety and engages residents in proactive measures to ensure a safer environment for everyone.

I always enjoy civic events because they give everyone a chance to reconnect with people we may not have seen for a while. I have been a part of a National Nite Event for well over thirty years. My first National Nite Out in the early nineties had an unusual thing happen that reached the news. It was the first time speaking with reporters about what had happened while we had the National Nite Out event in a town house complex. The city I worked in experienced several burglaries across town. News agencies listening to their scanners came out for the story they wanted to portray. Never let the truth get in the way of a good news story. Media outlets made it seem burglars took the opportunity to go into houses and steal stuff while the homeowners and the police were right outside enjoying the event. I corrected the reporter on camera. I felt good about setting the record straight only to find out the story was still broadcast with the false narrative. The following day I was golfing with friends when my Chief of Police "paged" me with a "9-1-1". The older generation will appreciate that part. I called the Chief back only to hear there were more reporters and news helicopters flying over our town. Thank goodness my golf round was almost over.

This situation taught me two things about being in the public sector: the news does not always get it right and as nerve-racking as it was to speak in front of a camera, I was able to think my way through the interview. I ended up being our public information officer for many years.

Fast forward to this year, Sergeant Bryan Hruby and the rest of the Villa Park Police NNO Committee put together another stellar event kids and families could enjoy. There were plenty of free giveaways and every bit as important, there was plenty of good free food for everyone to enjoy. I skipped lunch so the pizza and hot dogs came in clutch and hit the spot.

A big shout out to the Fire Department and Parks and Recreation Department for their participation and help. Many Village staff members attended to say hello and help meet and greet patrons. I did my best to speak with as many people as I could. I know it is so vitally important to connect with citizens and provide a face and voice to go with a name. The time flies by when speaking with so many people. This is what the event is all about in bringing people together. I wish we could do more events like this but having been at so many National Nite Outs over the years I know it is hot and tiresome. Staff who work at these types of events need time to recover and relax. Being aware of staff needs is crucial to their wellness and happiness. That is every bit as important to me as these great community events themselves.

Mike Rivas
Village Manager



UPCOMING ITEMS

Committee of the Whole Meeting August 11, 2025 at 6:00 pm

- a. Love Your Neighbor Presentation
- b. Civic Clerk tutorial on logging into Agenda/Agenda Packet.

Village Board of Trustees August 11, 2025 at 7:00 pm

- Resolution Authorizing and Approving an Agreement to Renew the Aggregation Program for Electrical Load and Authorizing a Master Power Supply Agreement with MC Squared Energy Services LLC.
- Discussion on informal monthly evening meeting with Board.

August Concerts at Cortesi

August 14: Chicago's Own Piano Man Band

Currently based in Chicago, Nick Psychogios has been performing as Chicago's Own Piano Man with a large repertoire of music ranging from Billy Joel, Stevie Wonder, Elton John, Otis Redding, Jerry Lee Lewis, and more.

August 21: The Messengers

Night after night, show after show, The Messengers leave audiences dancing, singing, and screaming for more.

August 28: Mackenzie O'Brien Band

Chicagoland's #1 young country band.

Department Reports

Administration:

Village Manager

- Village Staff held a budget roundtable to set up structure and address questions with the newer BSA software.
- Village Manger attended National Nite Out with Village Staff.
- Village Manager met with a couple of business owners to address their needs.
- Village Manager met with some Departments to address any personnel needs or concerns.
- Village Manager met with some Village Staff to work on organizational structure.
- Village Manager met with a few citizens to address their neighborhood concerns.

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 30th – August 5th, 2025

- The police department held a shred event on Friday, August 1st, 2025
- Chief Kubish and DC McCann attended a budget meeting with other department heads and the village manager
- National Night Out was a great success. Thank you to all who volunteered their time
- Our two new probationary officers have completed all required testing. Alexander Strockis will be sworn in on August 19, 2025, and Michael Hylton will be sworn in on August 25, 2025, in the PD classroom at 9:30am



|  | POLICE ACTIVITY | | | | | Monthly Totals |
|---|---------------------------|----------|--|--|--|----------------|
| | WEEK OF | 7/30-8/5 | | | | |
| | Calls for Service | 438 | | | | 438 |
| | Traffic Stops | 77 | | | | 77 |
| | People Arrested | 11 | | | | 11 |
| | Traffic Tickets | 46 | | | | 46 |
| | Warning Tickets | 37 | | | | 37 |
| | DUIs | 2 | | | | 2 |
| | Admin Tows | 5 | | | | 5 |
| | Village Ordinance Tickets | 0 | | | | 0 |
| | Parking Tickets | 66 | | | | 66 |
| | LA /Compliance Tickets | 4 | | | | 4 |
| | Fleeing & Eluding Tickets | 0 | | | | 0 |

Fire Department

July 30th – August 5th, 2025

- Fire Department crews responded to 63 EMS and fire calls while also continuing swift and open water rescue training and attending a Common Passenger Vehicle Rescue course held in Romeoville, IL.
- Fire Department personnel conducted health and life safety annual inspections at Jackson Middle School, Willowbrook High School, and Easter Seals.
- Fire Department Administration attended the Area Chiefs' meeting and participated in training for the First Arriving Dashboard software.
- Over the past few months, staff have been diligently working through the records retention schedule and scanning paper files in preparation for the Department's upcoming temporary relocation. On August 1, more than 80 cubic feet of paper records were securely shredded on-site.
- On July 30, Fire Department staff assisted with the final Kiwanis Concert of the summer, helping ensure another successful community event.
- Fire Department personnel proudly participated in the annual National Night Out event on Tuesday, August 5. Thank you to all the families who came out to support the evening-it was a pleasure meeting so many enthusiastic future Villa Park firefighters!



Library

In the Works

- Department Heads meeting
- Village Department Heads meeting
- Rotary meeting
- Kiwanis meeting
- CSLP meeting
- SWAN DUX meeting
- Circ/Outreach staff meetings
- Active Violence Preparedness Part II class given by COD Police
- Meeting with the Outreach Coordinator at the Geneva Public Library District
- Little Free Libraries replenished
- Displays created: Overdose Awareness Month, National Dog Month,
- Adult Fiction and Travel collections weeded
- Ingram EDI system tested
- Adult Movie Bags planning and preparation
- Job & Resource Folder updated
- Storytime conducted at Gardner School

Programs and Services

- Summer Lunch served Tuesday–Thursday
- Youth Summer Reading Program registration: 641
- Adult Summer Reading Program registration: 217
- Kiddie Academy Storytime
- Marvelous Mornings
- Family Playdate
- VPPL @ Big Rigs & Kids
- Anime & Manga Club
- Morning Makers
- What's Wrong With My Plant?
- Books Worth Talking About
- Happy Healthy Yoga
- VPPL @ Village of Villa Park's August Summer Concerts

Finance Department

Finance Director:

- Prepared year-end closing statements and conducted financial analyses for the auditors
- Researched previous bank accounts held with Byline/Inland Bank
- Meeting with ComEd representative to review and address billing issues
- Conducted one-on-one meeting with finance staff to review progress on daily tasks and discuss and re-review job descriptions/responsibilities
- Worked on the development of the FY 2026 budget
- Collaborated with staff to address issues related to several days of unposted utility bill payments, which resulted in late fees being incorrectly assessed. This included assisting in responding to and resolving concerns from affected residents.
- Collaborated with the IRS to address questions and resolve issues related to the filing of the first quarter 941 report
- Attended a budget meeting with the police department to assist with the creation of the FY 2026 budget

- Coordinated with one of the Village's financial institutions to reinvest funds in order to secure a more favorable rate of return
- Led the recruitment for our new Accounting Manager that will be coming onboard Monday, August 18th
- Coordinated the wire transfer payment for the purchase of 823 N. Harvard
- Met with the Finance Director of Woodridge to assist with questions about TIF districts, as he had no prior experience with them and sought my expertise
- Researched and investigated the reasons why the EFT payments to the IEPA were not processed. After resolving the issue, the payment was made, and a new procedure was implemented to prevent a recurrence.
- Attended the National Night out
- Reviewed and approved Accounts Payable invoices
- Reviewed and approved journal entries
- Attended the weekly Department Head meeting
- Reviewed and approved the 8/4 bill list and emailed Village Manager & Board
- Responded to various budget informational requests from departments
- Held the weekly status meeting with the auditors for 2024 year-end

The Finance staff accomplished the following:

- Balanced daily Cash drawer, prepared bank deposits and posted to General Ledger
- Provided information requests to the auditors
- Attended weekly status meeting with the auditors for 2024 year-end
- Processed and approved A/P invoices
- Processed A/R payments
- Created the bill listing for 8/11
- Met the ComEd liaison
- Generated invoices and payment plans for the PW payment plan agreements
- Processed the check run and mailed out all checks
- Updated the tracking of payments for the places of eating tax
- Assisted the HR Analyst with insurance invoices that put under the wrong vendor
- Processed utility bills
- Uploaded the bill files to BS&A
- Handled final reads for residents
- Handled / waived the penalties for the payments not uploaded

Communications

Social Media:

- National Night Out Marketing
- National Night Out Pictures
- Thursday Summer Concert
- Misc. VPRC Programming
- Commissioner Application
- Junior Commissioner Application
- We're Hiring: Preschool Teacher
- Brewfest Early Bird Tickets End in One Week

Website:

- [Posted Soccer Referee Job Description](#)
- Posted Athletics Coordinator Job Description
- Updated misc. Parks & Recreation website pages with August calendars & updated programming

Other:

- Attended Brewfest meeting.
- Began updating the Commissioner Handbook
- Proofed VPRC Constant Contacts.
- Working on setting up Villa Park information in Recycle Coach app with LRS.



NATIONAL NIGHT OUT



Community and Economic Development

- Had a meeting with the Union architects with CED team to discuss questions they had prior to submitting for building permit on phasing occupancy of the building. Plans are expected to be applied for by October 1st.
- Started interviewing for PW/CED Receptionist position
- Last Planning and Zoning Commission meeting on Thursday, August 14th. Two new cases and one continued case on the docket:
 - 10 S. Charles – Variations to permit a detached garage for existing single family home
 - 10 S. Charles – Rezoning to single family zoning (continued because the Commission preferred approving variations for the proposed garage instead)
 - 5 W. Madison – Variation to approve 5' tall fence in the front yard of a corner lot that does not have much side and rear yard able to fence for children/pets to enjoy the property

Parks and Recreation

Administration

- Staff worked with SMG Security to address door sensors not operating properly, and to add new panic devices to staff areas at the VPRC.
- Staff are working on their budget for Parks, Recreation and Facilities.
- Staff met with HR to discuss staff concerns
- The Fall/Winter Programs & Events Catalog is at the printer.
- Staff met to discuss Summer Festival and Brewfest.

Parks, Buildings & Grounds Division

- Staff met with contractors at the Iowa Community Center to walk through the facility before starting abatement on Monday August 11.
- Staff have been working to clean out the Iowa Community Center before abatement and construction begins, getting rid of trash into dumpsters and saving good items in storage pods to be reused.
- Staff work/repairs continue with Lufkin Park improvements, landscape bed cleanup, sports field prep, routine maintenance, 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

- Summer Day Camps week ten; August 4-8: 103 campers (81 in 2024)
- Youth contractual program Glitzy Girlz ran with 9 participants on August 4.
- Ceramics @ Nadine ran Create Your Own Ice Cream Cone with 6 participants on August 6.
- Family Bingo & Pizza, 8/1, 31 participants
- Adult/Senior Programs-(65 participants)
 - National Chicken Wing Day 7/29; wings donated by Outback and Buffalo Wild Wings
 - Donut Bingo 7/30
 - Let's Do Lunch Carryout, 7/31, Anyway's, Oakbrook Terrace
 - New session of Can Do Academy dog training started 8/2
- The last weekday at Jefferson Pool is Wednesday, August 13. Jefferson Pool will be open on Saturday and Sunday only from 12-6pm starting Saturday, August 16. The final day at Jefferson Pool for the 2025 swimming season is Sunday, August 31.
- The final Patron Appreciation Day at Jefferson Pool for this season is on Sunday, August 17 from 1-4pm. We will have a DJ on deck and a Taco truck in the Parking Lot.
- We are running a late season Lifeguard class this week, with 2 enrolled.
- 131 kids signed up for fall soccer league so far (59 at this point in 2024)
- 8 teams signed up for the upcoming dodgeball tournament
- July had 213 members attend group fitness classes.
- First Movie in the Park is this Friday 8/8.

Public Works

- FEMA came to the Village to perform the Community Assistance Visit (CAV) for the first step in the becoming a CRS community for flood plain protection. If the Village is accepted into CRS, any resident with flood insurance will receive a discount on their flood insurance rate. The discount is dependent on the score given to the community, but staff is hopeful to be in the 10-15% rate reduction range. The earliest the Village could be accepted into the program would be April of 2026.
- Jackson Area Improvement Project continues. The contractor has been working on the replacement of the lead water services in the project limits this week and has begun removal of the Wisconsin from Jackson to Madison. The crosswalks for Jackson at Wisconsin have been removed but it is anticipated that they will be poured early next week and available for the start of school.
- The North Harvard Water Main Project continues. The project is now substantially complete with all the paving, concrete sidewalks, driveways, and curb along with the placement of topsoil on the project. The contractor is working on replacing the 3 lead services within the project limits and sod will be placed in September once weather allows.
- The 2025 Sidewalk Program construction has completed the initial locations throughout town and the additional work through the approved change order is being scheduled. Staff updated the village website with all sidewalk locations.
- The Plymouth Water Tower Painting Project is complete, back online along with the reinstallation of the Sensus radio antennas so all meter reads for August should be restored.
- Ridge Road Drainage Project will have a preconstruction meeting scheduled for Monday August 11th. It is anticipated that construction will begin in the next 2 weeks.
- Engineering staff meet with the engineering consultant and Elmhurst on the joint phase I engineering for the IL 83/frontage road to Walmart intersection improvement.
- Engineering staff reviewed plans for the resurfacing of Highland Ave which have been submitted to IDOT for approval to keep the original schedule of construction this fall.
- The 2025 Parkway Tree Planting Bid has been advertised with a bid date of August 19th and allow for a fall planting. The Bid is for 130 trees.
- Staff attended the preconstruction meeting for the start of the asbestos removal for the ICC
- Staff attended a joint meeting to discuss design items for the Union Project prior to their permit application.
- Public Works and Community Development Staff performed the first round of interviews for the open receptionist position.
- The Public Works Operational staff repaired a water main break.
- Public Works Operational Staff have continued to swap out meters for new Ipearls in town.
- Public Works Operational Staff Street division worked on restoring pavement patches from previous utility repairs and tree removals.
- Fleet are working on upfitting all new police squads and have 13 vehicles/equipment listed for auction. They are also preparing for another surplus auction for further reduce surplus equipment to provide additional storage space.