

# Weekly Status Report

Village Manager, Matt Harline

## VILLAGE MANAGER'S MESSAGE (6/2/23)

The scientific definition of summer is that it starts on the solstice which is roughly June 21<sup>st</sup>, and ends when the days and nights are equal again at the autumnal equinox about September 21<sup>st</sup>. For most people, however, Summer starts the Tuesday after Memorial Day and runs until Labor Day. This week we had two Summer, kick-off events at Cortesi Park and both involved cooperation with the VFW. Monday morning, VFW Post 2081 held a solemn and respectful ceremony honoring those who “gave the last full measure of devotion” as President Lincoln said, for our country. Post Commander Jim Blankshain gave a stirring speech and Board President Nick Cuzzone provided inspiring words about unity as well. On Thursday we kicked off the Parks and Recreation Department's Summer Concert Series and Post 2081 provided refreshments. Petty Cash played to a large crowd and got the entire show in before the rain came. There are four more concerts this month and five more in August, all at 6:30 p.m. on Thursday Night at Cortesi Park (concessions start at 6:00).

One more event that the Village and Villa Park VFW Post 2081 will be working on is the annual July 4<sup>th</sup> Parade which will start at 10:00 a.m. and follow the same route as last year. Standard Equipment and Safari Land have signed up as Presenting Sponsors and LRS, Storino, Ramello and Durkin, Midland Plumbing and Tri-Town YMCA are Patriotic Sponsors. Groups that want to participate in the parade should register online ([Click here](#)) or call the VFW at 630-834-8191 to register. The deadline is June 15<sup>th</sup>.

This week I attended the DMMC Awards Banquet and the DMMC Manager's Committee Meeting. Although I wasn't able to attend the Intergovernmental Meeting last night (Thursday), I did meet Tuesday morning with D45 Superintendent Palmisano and we continued to talk about ways that we can continue cooperation together beyond baseball. I met with Community Development Director Marc McLaughlin, Parks Director Greg Gola, and Parks and Grounds Superintendent Brian Roche to select a firm to recommend doing a Comprehensive Building Assessment. As the Board will see on the Committee of the Whole Meeting on Monday the 12<sup>th</sup>, we have some deferred maintenance to address. I met today with Fleet Superintendent Matt Frieri to get an update on our fleet needs as we look at developing our 2024 Budget. We also had an internal meeting (which included Environmental Concerns Commission members) to review progress and provide input on the Railroad Grade Separation Study. Finally I met with Department Heads individually and together this week.

If you are looking at ways to enjoy the beginning of summer Jefferson Pool opens tomorrow (Saturday, June 3<sup>rd</sup>). We have sold twice as many family pool passes this year as last so the fee adjustments the Board made seem to be appreciated.

**Matt Harline,**  
Village Manager



### COW Meeting 6/12/2023:

- Tour of Village Buildings on Home Avenue

### Board of Trustees Agenda Items 6/12/2023:

- Resolution—IGA with D45—Baseball—Facilities
- Ordinance re: International Building Code Updates Chapters 7, 9 & 22 (First Reading)
- Resolution to Approve contract for PD Cameras—AXON
- Filming PRAC meetings discussions
- Resolution for Comprehensive Assessment of Village Buildings.
- IGA w/DuPage County for Lufkin Pond expansion.

### Other Items:

Thursday summers concerts started June 1st at Cortesi Veterans Memorial Park (318 E. Kenilworth Ave) Concession stand opens at 6:00 pm. Band starts at 6:30 pm.

June 8 – Sushi Roll

June 15 – Downhillers

June 22 – Rockin' Fenderskirts

June 29 – Reckless

Memorial Service honoring seven Villa Park Veterans (WWI, WWII, Korean War) will take place on Saturday, June 17, 2023 at 1pm at Knollcrest-Steuerle Chapel, 350 S. Ardmore, Villa Park, IL

# Staff Meeting



## Present:

Matt Harline, Village Manager  
Suzanne McVey, Assistant Village Manager  
Chief Mike Rivas, Police Dept.  
Deputy Chief Brandon Mitsuka, Fire Dept.  
Greg Gola, Director of Parks, Rec & Fleet Dept.  
Pat Burke, Economic Development Dept.  
Marc McLaughlin, Director of Community Dev. Dept.  
Mike Guerra, Director of Public Works  
Sandy Hill, Director of Library  
Cheryl Wagner, Executive Assistant to Village Manager

## Matt:

- Discussed tour of buildings for COW meeting—Home Avenue
- Discuss Future Agenda Items
- International Building Cods Effective Jan 1, 2024
- Discussions re: Vendors for Summer Festival
- Poll on Values upcoming— all employees— pick three
- LRS mailing insert discussions—working on graphics Room left for other items
- Book Club book is Leaders Eat Last—June 16th.
- Discussion re: Brian S. acknowledgement
- SRO Discussions
- OSLAD Grant discussion
- Executive Session topic—pending legal
- Water rates discussed

## Suzanne:

- July 4th vehicle line up to Cheryl, candy discussion
- Civic Clerk software available to test— want feedback
- Thursday – Intergovernmental Meeting— PD and FD go.
- Horton Group discussions
- Board will be set up and trained on Civic Clerk and then Commissions.

## Mike G.:

- Water Quality Report— Annual basis
- Water Main on Wildwood repairs
- Lift Station at North Avenue discussion
- Grade Separation Meeting Weds 2:30 to 3:30pm
- Monterey getting ready to pave
- Jackson front portion starting
- Adopt-a-tree starting— we plant, water and then resident takes over watering.

## Brandon:

- Medical Ground Data for GEMT
- Testing of radio found dead air spots
- Ambulance inspections next week
- Station 82 asbestos discussions
- Other training exercises
- FD Injuries due to 911 being abused by resident

## Pat B.:

- Grant with DCEO for Economic Development goals \$10k to \$2M
- Wreck Room Retention visit with Don Murphy
- JRB Annual Meeting next Wednesday 7th.

## Sandy:

- American Library Society in Chicago
- Staff survey for Strategic Plan
- Community Survey goes out next week
- Summer Reading has started

## Mike R.

- Part-time officer passed polygraph and psych test
- Memorial Day Service on Monday at 11am at Cortesi
- Joe Amore—bikes for surplus

## Greg:

- Thursday 6:30 p.m. Concerts begin
- Speaking at Rotary
- Mariners & video release—A. Stasch videotaping
- Art Grant—Next year? Aug 2024.
- Pool opens on June 3rd, staff trained, first time we have family rate passes.

## Cheryl:

- Special Event Packets
- VFW staging discussion— families wanting to join.

# Assistant Village Manager

Assistant Village Manager, Suzanne McVey

June 2, 2023

- Continued working with Civic on the implementation of the Civic Agenda software platform. We are continuing to gather historical agenda packet data for migration to the new software.
- Conducted various compensation analysis for identified positions.
- Provided updates on risk management process when reporting general liability and workers compensation claims to department heads with the request they conduct a refresher training with employees.
- Attended Railroad Grade Separation Study Stakeholder meeting on May 31<sup>st</sup>.
- Attended the Villa Park/Lombard/Oakbrook Terrace Intergovernmental Meeting
- Managed workers compensation and general liability claims.
- Began update of human resource files maintenance creating Microsoft Teams folder to provide easier access for employees to commonly used forms.
- Continued AFSCME classification committee research. Creating and updating draft job descriptions based on discussions with Public Works union representatives. The next meeting of the classification committee is June 22.
- Met with Facilities and Parks Superintendent and AFSCME union representative to discuss the custodial position openings following staff transfers.
- Worked with IT Manager on identifying and scheduled demo for time and attendance software, currently scheduled for June 8<sup>th</sup>.
- Assisted departments with various personnel issues related to compensation, benefits, and discipline.
- Current Job Recruitments:
  - Recreation Facility Custodial Worker - Evening
  - Civil Engineer (Full-Time)
  - Senior Civil Engineer – coming soon
  - Site Supervisors – Multiple Positions
  - Part-time Police Officers and Firefighters
- Seasonal:
  - Parks and Facilities Crew Members
  - Pool Operator/Attendant
  - Day Camp Counselors/Director
  - Lifeguard/Pool Ambassador
  - Soccer Referees
- Freedom of Information Act Requests Received from 5/26 to 6/1:
  - Community Development –3
  - Fire Department - 1
  - Managers Office -0
  - Police Department – 8
  - Public Works - 0

Total closed FOIA requests for 5/18 to 5/25: 21

# Communications

Communications Specialist, Danny Pisano

June 2, 2023

## **Social Media:**

### **Facebook posts this week:**

- Open house
- Vfw post-Memorial Day
- Congratulations Brandon and Todd
- Party Trailer
- Bicycle registration event
- Petty Cash Concert

### **Parks & Rec Facebook posts this week:**

- Summer camp
- Memorial Day weekend
- Tennis
- Party trailer
- Water fitness Jefferson pool
- Petty Cash

## **Misc.**

- Created social media graphics in canva
- Updated fourth of July tshirt with sponsorship
- Added garage sales in the website
- Updated economic development pages
- Updated job postings
- Added treasurer information to news headline
- Updated summer festival information
- Added community development open house
- Updated sugar creek golf board
- Updated police explorer website page

# Finance

Finance Director, Chuck Howard

June 2, 2023

## Finance Department

### Cashier

- Processed utility billing payments daily from the mail, drop box and over the counter.
- Continued to process payments for utility taxes, places of eating tax remittances, special events, amusements events and various payments from PW, Police, Recreation and Fire departments.
- Processed the June 5<sup>th</sup> bill listing.
- Processing PCard statement for May.
- Processed A/R billing.

### Utility Billing

- Finalized billing process for bills being mailed out May 31<sup>st</sup>.
- Assisted residents regarding utility billing concerns.
- Processing liens to be filed at DuPage County.
- Process final bills for residents moving out of the Village.

### Payroll

- Processed June 2<sup>nd</sup> payroll.

### Accountant

- Reconciled weekly Cash Receipts and Utility Billings.
- Continued working on audit.
- Working on closing month-end for May.

### Finance Supervisor

- Continued balancing the cash drawer to check for accuracy of money being posted to correct accounts.
- Continued working on Treasurer's Report.
- Processed one liquor license and one raffle license.

### Finance Director

- Reviewed 2021 TIF Reports in advance of Joint Review Board (JRB) Meeting including 2021 TIF-3 property sales transactions.
- Approved pledged collateral agreement with Byline Bank (successor bank to Inland Bank) for use of UMB as third-party collateral bank.
- Continued response to auditor's open items listing.
- Continued required Fire Pension Board Trustee Training.
- Continued update of Storm Water Bond cash tracking as begun by prior Finance Director.
- Updated Budget timeline and checklist in advance of 2024 budget process to include reformatting of General Fund Capital Budget requirements.



# Villa Park Police Dept.

Police Chief, Mike Rivas

June 2, 2023

DATE: May 25th, 2023 — May 31st,

STATISTICAL DATA	SPECIAL ATTENTION DETAILS
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Total CAD tickets generated	400	Car Meetups Large Gatherings
Officer generated traffic stops	100	School Graduations
Traffic Citations issued	73	Speeding Autos on Secondary Streets
Traffic Warning Tickets issued	40	Flock Camera Hits for Stolen Vehicles/Wanted
Number of Bookings Processed	11	Pursuits and Stop Stick Deployment
DUI Arrests	2	Catalytic Converter Thefts
Admin. Tows Initiated	4	Saturation Patrols
Local Adj./Village Ord.	0	Domestic Violence
Parking citations issued	48	Mental Illness Calls for Service
Compliance violations	18	Motel 6
Vehicles Booted	0	Traffic Stops
Vehicles Booted (YTD)	3	Restaurants and Bars
Vehicles Booted Total	13	Retail Thefts

### CURRENT INVESTIGATIONS

- **Fraud/ Deceptive Practice** – A subject defrauded a woman out of \$1,800 over the purchase of a puppy. Transactions were all virtual. The investigation is ongoing.
- **Suspicious Circumstances**- A Villa Park Officer conducted a traffic stop on a van that was involved with a theft of motor parts and the VIN was tampered with. Secretary of State Police was contacted to assist. The investigation is ongoing.
- **Found Property** – A Villa Park Officer took a report from a resident at the station of found property. The property was a bag full of baby supplies. The investigation is ongoing to return the bag to its rightful owner.
- **Retail Theft** – The Walgreens on Roosevelt experienced a retail theft by four subjects who stole several bottles of alcohol and fled the store. The investigation is ongoing.
- **Retail Theft** – Villa Park Officers took a report of a retail theft that occurred at the 7-11 on Villa. Taken were bottles of alcohol. The investigation is ongoing.
- **Threat**- Villa Park officers took a report from a resident who was threatened in front of his house on Addison Rd. The investigation is ongoing with the vehicle description entered into Frontline.
- **Death Investigation** - VP Officers responded to the 500 block of North Wisconsin for the death of a resident in his mid-60s. It initial appears the cause of death was natural. The investigation is ongoing.

## ARRESTS

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- **Unlawful Consumption of Alcohol by a Minor x 5**
- **No Valid Driver's License/ No Insurance x 5**
- **Domestic Battery**
- **DUI**
- **Driving While License Suspended**
- **Obstructing Justice**
- **In-Jurisdiction Warrant x 2**

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

## CRIME FREE HOUSING

Nothing new to report.

### MEETINGS


- Department Head Meeting
- Meeting with Village Manager Harline
- Tri-Town Y Fund Raiser Meeting
- DuPage Chief's of Police Meeting
- BWC Discussion
- Meet with Come Unity Group

### OTHER ACTIVITIES

- Grade Separation Feasibility Discussion
- Capital Equipment Meeting with Manager Harline
- Memorial Day Ceremony



Members of the Villa Park Police Department attended the annual Villa Park Memorial Day Ceremony hosted by the [VFW Post 2801 Villa Park](#). It was a great presentation to honor the fallen heroes of our country.



**VP EXPLORER POST OPENING NIGHT**

WE ARE VERY EXCITED TO RESTART OUR EXPLORER PROGRAM! YOUTH AGES 14-21 WHO ARE INTERESTED IN LEARNING ABOUT THE LAW ENFORCEMENT PROFESSION ARE WELCOME TO COME OUT WEDNESDAY MAY 31ST AT 6:30PM FOR OUR OPENING NIGHT MEETING AT THE VILLA PARK POLICE STATION. LEARN MORE ABOUT THE PROGRAM AND GET SOME PIZZA.

FOR QUESTIONS, CONTACT THE PROGRAMS ADVISOR, DETECTIVE HAIMANN, AT [EHAIMANN@INVILLAPARK.COM](mailto:ehaimann@invillapark.com)

Join us tonight at 6:30 pm for our Villa Park Police Explorer Post opening night. All the details can be found above. More questions? Contact Detective Haimann at [ehaimann@invillapark.com](mailto:ehaimann@invillapark.com).



# Villa Park Fire Dept.

Fire Chief, Steve Stapleton

June 2, 2023

Week of May 21 - 27

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

Incident Type	Total Incidents
<b>Incident Type Category: 1 - Fire</b>	
Trash or rubbish fire, contained	1
Outside rubbish fire, other	2
Outside rubbish, trash or waste fire	1
Dumpster or other outside trash receptacle fire	1
	<b>Total: 5</b>
<b>Incident Type Category: 3 - Rescue &amp; Emergency Medical Service Incident</b>	
EMS call, excluding vehicle accident with injury	32
Motor vehicle accident with injuries	2
Motor vehicle/pedestrian accident (MV Ped)	1
Motor vehicle accident with no injuries.	1
	<b>Total: 36</b>
<b>Incident Type Category: 4 - Hazardous Condition (No Fire)</b>	
Carbon monoxide incident	1
Arcing, shorted electrical equipment	1
	<b>Total: 2</b>
<b>Incident Type Category: 5 - Service Call</b>	
Lock-out	1
Unauthorized burning	1
Cover assignment, standby, moveup	1
	<b>Total: 3</b>
<b>Incident Type Category: 6 - Good Intent Call</b>	
Good intent call, other	4
	<b>Total: 4</b>

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

<b>Incident Type Category: 7 - False Alarm &amp; False Call</b>	
Direct tie to FD, malicious false alarm	1
Smoke detector activation, no fire - unintentional	1
	<b>Total: 2</b>
	<b>Total: 52</b>

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

<b>Incident Type</b>	<b>Total Incidents</b>
<b>Incident Type Category: 1 - Fire</b>	
Building fire	4
	<b>Total: 4</b>
<b>Incident Type Category: 3 - Rescue &amp; Emergency Medical Service Incident</b>	
Medical assist, assist EMS crew	1
EMS call, excluding vehicle accident with injury	7
	<b>Total: 8</b>
<b>Incident Type Category: 5 - Service Call</b>	
Cover assignment, standby, moveup	1
	<b>Total: 1</b>
<b>Incident Type Category: 6 - Good Intent Call</b>	
Dispatched and cancelled en route	2
	<b>Total: 2</b>
	<b>Total: 15</b>

Total EMS/Fire Calls: 67  
 Total Mutual Aid Calls to Date: 148  
 Total EMS/Fire Calls to Date: 1313

## Programs Offered This Week

- Summer Lunch @ the Library
- Sensory Storytime
- VPPL @ OBTPD: Welcome Back to Nature
- Creative Science: Symphony of Science!
- Martial Arts Mayhem! Cartooning Class
- Connect & Color for Tweens and Teens
- Happy Healthy Yoga
- Father's Day Cheese Program
- Navigate Your Stars: A Conversation with Jessamyn Ward

## Upcoming Programs



## Meetings and Training Sessions Attended

- Department Heads meeting
- Village Department Heads
- Rotary Club meeting
- Kiwanis Club meeting
- ILA Noon Network webinar practice session
- ILA Noon Network
- Public Services Department Heads meeting (service desk and SRP launch)
- Library Board meeting

## **Library Services**

- *English as a Second Language* classes, English conversation sessions, and computer classes taught by the People's Resource Center hosted by the library.
- Youth Services Manager presentation given at ILA Noon Network: *The 2022 Blueberry Awards Instant Green Displays and Programming for Your Library*
- VPPL Mini-Library held at Jefferson Middle School
- Online catalog updated with the week's new items
- Summer Reading Program presentations conducted at Stevenson School, Jackson Middle School, the Islamic Foundation, and St. Pius X School
- One book discussion conducted by library staff
- Ardmore School 1<sup>st</sup> Grade Class visit and storytime held at the library
- Book reviews written and posted to social media: 3 book reviews from the Adult Fiction collection
- 24 Hour Lockers: 69 patrons served
- Passport Application Service: 12 new passport applications processed

## **In the works...**

- Final planning and preparation for the Summer Reading Program starting May 30, with Summer Reading Program Kick-Off event on June 3
- Staff training in preparation for the beginning of the Summer Lunch Program
- Planning and preparation for Youth programming, fall/winter Adult programming, and the Adult Book Box Subscription

**Submitted by Sandra Hill, Library Director**

# Community Development

Community Development Director, Marc McLaughlin

June 2, 2023

## Community Development:

- Staff attended the Railroad Grade Separation Stakeholder Meeting.
- Community Development hosted an open house on Thursday May 25th from 3-6pm for “ICC 2021 Building Code Adoption and Permit Fee Restructuring”.

	May 25, 2023 May 31, 2023	2023 YTD	May 25, 2022 May 31, 2022	2022 YTD	2022 Totals
Permits Issued	36	649	46	7	1980
Plan Reviews	12	219	6	121	321
Building Inspections	55	907	56	903	2465
Follow-Up Inspections	32	83	36	730	1860
Site Visits	9	943	14	796	1432
Property Main. Violations	26	994	26	987	1793
Tickets Issued	10	223	14	175	457
Adjudication Cases	0	178	0	154	393
Liens Filed	0	71	0	80	168
C.O. Inspections	0	49	1	72	111
Vacant Property Inspections	1	30	9	30	84
Vacant Properties Registered	0	4	0	7	17

## Economic Development

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### USA Curling

A delegation from USA Curling toured the Windy City Curling facilities on May 25. Windy City Curling is being considered to host USA Curling's 2025 wheelchair mixed couples' tournament.



### Federal Grant Support Program

The state has created a new program that will provide the financial match for Illinois businesses and organizations that pursue federal grant opportunities. The federal grants pursued must be broadly aligned with Illinois' economic development goals and priorities, including projects that support long-term economic growth, projects focused on reducing the equity gap, and efforts to attract more workers and businesses to Illinois. An e-biz newsletter was issued May 26 announcing this new program.

### Business Retention

Staff met with The Wreck Room (207 W. St. Charles Rd.) May 31. Originally operating on Home Avenue, The Wreck Room will be celebrating 39 years in Villa Park.

### Railroad Grade Separation Study

Staff participated in the stakeholder meeting on May 31.

### Yes Villa Park

The website was updated to promote Summer Festival which was scheduled for June 24 at the Rugaard Gazebo.

Participated in the department head staff meeting.

Participated in the Community & Economic Development Department meeting.

Met with Manager Harline.

# Public Works

Director of Public Works, Michael Guerra

June 2, 2023

## Public Works Highlights

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- Fine grading of the roadway base was completed this week as a part of the Monterey Avenue Improvement Project. Weather permitting, placement of the preliminary layer of asphalt, or “binder course”, is also tentatively expected to be completed before the end of the week. After the preliminary paving has been completed, work will resume on parkway restoration efforts. Site cleanup and punch list work are also expected to take place.
- Hauling in and placing topsoil as a part of the Jackson Pond Expansion Project is now complete. Placement of seed and blanket is still in progress. In addition to the seed and blanket, remaining efforts include the installation of plant plugs and erosion control measures.
- A stakeholder input meeting was held this week for the village’s Railroad Grade Separation Feasibility Study. The meeting was well attended, and the village and its consultant received valuable feedback that will appropriately inform the ongoing study process.
- Staff held a Phase I engineering progress meeting this week for the Villa Avenue Improvement Project (Wildwood to IL 64) with the engineering consultant to discuss various project alternatives.
- Staff assisted the Police Department this week with the development of an interactive event map on the village’s GIS platform. The map will be used to coordinate the VPPD’s efforts related to the village’s Fourth of July parade, and will also be able to be used for other events in the future.
- Staff met with a contractor this week for the potential investigation and troubleshooting of ongoing issues with the village’s North Avenue Townhomes (NATH) lift station.
- A vendor is continuing tree log removal efforts at Lions Park.

## Public Infrastructure Projects

**College Streets** This large project has been placed on hold due to budget concerns. It was decided to separate North Wisconsin Avenue from the College Streets Project and complete that street as a separate project, as it does not include water main replacement. In addition, the village has been awarded CDBG grant funding for the construction of two smaller portions of the larger project. See **“Michigan and Vermont”** below for more information on one of these two portions of the larger project.

**Jackson Pond** Hauling in and placing topsoil as a part of the Jackson Pond Expansion Project is now complete. Placement of seed and blanket is still in progress. In addition to the seed and blanket, remaining efforts include the installation of plant plugs and erosion control measures. The next and final phase of this project, which staff is now referring to as the “Jackson Area Improvement Project”, includes construction of new storm sewer mains on portions of Madison Street, Wisconsin Avenue, and Addison Avenue. This phase is currently under design. Staff has reviewed plans and specifications and provided review comments to the design engineering consultant and has also held several design progress meetings. This phase will be advertised for bidding when the design is complete. Bidding is currently expected to take place in the next few months.

**Maple Area** The construction contract for this project has been closed out. Staff is now in the process of finalizing the IEPA loan.

Michigan & Vermont Staff is working to execute a construction contract for this project and to coordinate the start of construction.

Monterey Fine grading of the roadway base was completed this week as a part of the Monterey Avenue Improvement Project. Weather permitting, placement of the preliminary layer of asphalt, or “binder course”, is also tentatively expected to be completed before the end of the week. After the preliminary paving has been completed, work will resume on parkway restoration efforts. Site cleanup and punch list work are also expected to take place.

REBUILD Illinois These projects consist of the resurfacing of existing village asphalt streets using funds from the village’s allocation of the state’s REBUILD Illinois bond proceeds. Draft plans and specifications for the village’s second and final REBUILD Illinois Project have been submitted to IDOT for review, as required by the bond funding. The project will be advertised for bidding pending IDOT’s approval of that submittal.

**Public Works Weekly Statistics**

	Week of 06/02/23	Month to Date
<b>Overall</b>		
Service requests	44	471
<b>Streets</b>		
Pothole patching	0	5
Tree trimming	2	2
Tree removal	2	3
Tree limb pickup	2	8
<b>Utilities</b>		
JULIE locates	70	440
Sewer services televised	0	1
Inlets / catch basins cleaned	9	25
Water shutoffs performed	2	38
Water meter repair/replacement		
3/4"	5	60
1"	0	4
Large meters installed	0	3
In-house meter testing	0	24
Water valves exercised	19	45
Sewer televised (feet)	0 feet	0 feet

# Parks & Recreation

Parks, Recreation and Fleet Services Director Greg Gola

June 2, 2023

## Administration

- Staff coordinated repairs, needed maintenance, and improvements at Cortesi Memorial Park and the Depot building in preparation for the summer concert series starting June 1.
- Additional and more specific information available upon request.

## Parks, Buildings & Grounds Division

- Staff work/repairs continue with pool prep, routine maintenance, HVAC repairs, plumbing repairs, sport fields, landscaping, service requests, inspections, and daily/weekly disinfecting cleanings and organizing of equipment, vehicles, and facilities.
- Additional and more specific information available upon request.

## Recreation Division

### Admin Items

- Pool Pass Sales
  - 203 passes sold: \$10,616.
  - In 2022; 99 passes sold: \$5,619.

### **Spring Athletics & Fitness Update**

- We have a total of 106 total participants registered in the DuPage Basketball Alliance, our New Summer Basketball League that started this week.
- Summer Fitness program includes Water Fitness, which is scheduled to start on Monday, June 5 from 11:15am-12pm.

### **2023 Aquatics Update**

- Jefferson Pool Opens Saturday June 3 at 12 pm!
- Villa Park Aquatic Team
  - We are still accepting applications for Pool Ambassador/Cashier (18yrs+)
  - Lifeguards (15yrs+). We will offer another Lifeguard Cert. class next week.
- Villa Park Mariners
  - 102 Mariners registered as of May 31. In 2022: 104 Mariners.
  - The first swim meet is scheduled on Wednesday, June 7 at Woodridge Park District.

### **Senior Program Updates**

- National Vanilla Pudding Day 5/22 had 12 participants.
- Donut Bingo 5/24 had 26 participants.
- Let's Do Lunch Carryout 5/25 had 19 participants who enjoyed lunch from Taco Villa, a new Villa Park restaurant.

### **Day Camp Update**

- Camp starts June 5.

<b>Jr. Adventure Adventure and Senior Adventure Camp</b>	<b>Current Enrollment</b>	<b>2022 Enrollment</b>
Week 1	22	25

<b>Mini Adventure Camp</b>	<b>Current Enrollment</b>	<b>2022 Enrollment</b>
Week 1	22	9

### **Summer Events**

- Summer concert series begins June 1. Yard signs, posters and banners have been distributed around town.

### **Support Staff and Misc. Updates**

- Assisted customers, processed program registrations, building rental requests, and billing for installment payments. Worked on marketing, promotional items for the summer season and updated the building schedules. Additional information available upon request.

### **Fleet Services Division**

- Preventative maintenance was performed on six vehicles.
- New front tires were installed on one police vehicle, a new water pump was installed on one vehicle, a bad left front cv axle were all found during routine preventative maintenance.
- Forestry truck 30 was in for an engine light being on.
- New tires were installed on Parks water trailer, flat tire was repaired on PW roller trailer.
- Hydraulic leaks were looked at on both PW backhoes.
- Police CSO truck was taken to the dealer for A/C issues.
- Fire ambulance was taken to the dealer for issues with the starter. Truck is under warranty.
- Parks dump truck is being looked at for an exhaust leak.
- Further information or details is available upon request.