



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

October 29, 2021

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### Management Reports

1. Manager's Notes - See weekly report
2. Finance Department - See weekly report
3. Public Works Department - See weekly report
4. Community Development Department – See weekly report
5. Police Department – See weekly report
6. Fire Department – No weekly report

**Calendar** (Can be found on front page of Village website [www.clarendonhills.us](http://www.clarendonhills.us))

| October 2021 |     |     |     |     |     |     | Sun Oct. 31                                     |
|--------------|-----|-----|-----|-----|-----|-----|---|
| Sun          | Mon | Tue | Wed | Thu | Fri | Sat | <u>Halloween Trick or Treat</u>                 |
| 26           | 27  | 28  | 29  | 30  | 1   | 2   |   |
| 3            | 4   | 5   | 6   | 7   | 8   | 9   | Mon Nov. 1                                      |
| 10           | 11  | 12  | 13  | 14  | 15  | 16  | <u>Special Village Board Meeting</u>            |
| 17           | 18  | 19  | 20  | 21  | 22  | 23  |   |
| 24           | 25  | 26  | 27  | 28  | 29  | 30  | Mon Nov. 1                                      |
| 31           | 1   | 2   | 3   | 4   | 5   | 6   | <u>Village Board Regular Meeting - Canceled</u> |
|              |     |     |     |     |     |     | Thu Nov. 4                                      |
|              |     |     |     |     |     |     | <u>Metra Public Hearing FY2022 Budget</u>       |
|              |     |     |     |     |     |     | Mon Nov. 8                                      |
|              |     |     |     |     |     |     | <u>Versiti Blood Drive</u>                      |
|              |     |     |     |     |     |     | Thu Nov. 11                                     |
|              |     |     |     |     |     |     | <u>Veterans Day - Offices Closed</u>            |
|              |     |     |     |     |     |     | Mon Nov. 15                                     |
|              |     |     |     |     |     |     | <u>Village Board Regular Meeting</u>            |

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** October 29, 2021  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, November 1st at 5:00 p.m. and again will offer a virtual option. The early start is meant to cover extra time to discuss the proposed budget for CY 2022. Regular meeting items including public comment is scheduled to occur at 6:30 p.m. We can continue to discuss the budget after the regular items are completed.
- **COVID Update** – No new update this week.
- **Census Data** – The official results are in. For the 2020 census Clarendon Hills has 8,702 compared to 8,427 in 2010. This small increase should result in a noticeable increase in State shared revenues (such as shared income tax and motor fuel tax, which are shared on a per capita basis) especially since the population for the State overall dropped slightly.
- **Meeting with Neighboring Department** – Trustee and Public Safety Committee Chair DeDobbelaere, Chief Leahy and I met on Wednesday with the Fire Chief in LaGrange to discuss their operations, particularly related to their lack of a ladder truck. We appreciate the LaGrange Chief taking the time to meet with us.
- **Police Negotiations** – Staff met on Tuesday afternoon with representatives of the Metropolitan Alliance of Police (MAP) for the first time to discuss the successor contract. Our current agreement expires at the end of the calendar year. We look forward to future discussions with the hope of completing these discussions by the end of the year.
- **METRA Budget Meeting** – Metra will be holding one of its public meetings regarding their budget at the Village Hall next Thursday at 4 p.m. The public is welcome to attend.
- **Halloween Events** – The Chamber of Commerce has several events planned for Saturday in the downtown. Check out their website for more info.

<https://www.clarendonhillschamber.com/community-events>

**Village Trick or Treat hours are on Sunday, October 31<sup>st</sup> from 3 PM to 7 PM.**

- **Job Opening- Community Service Officer-** The Village is hiring for a Community Service Officer, please to apply go to: <https://recruiting.paylocity.com/Recruiting/Jobs/Details/774323>



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** October 29, 2021  
**Subject:** Department Report

1. Monday, November 1, the annual budget workshop will take place at 5:00 pm. The CY2022 Draft Budget is available on the Village website for public display.
2. On Friday, Senior Account Kari Krzemkowski and I met with the Village Auditors, Sikich LLP, to hold a planning meeting for the upcoming audit for CY 2021. Preliminary fieldwork will commence on December 9, and the final fieldwork will take place the week of March 21, 2022. The Finance department is continuing with the earlier schedule that we were able to be met last year.
3. REMINDER... ***A Pet License is Required for anyone that owns a dog or cat in the Village.***

A Pet License can be purchased in person at the Village Hall or Village Police Station. The application shall be on the form provided by the Village and shall contain the name and address of the owner or keeper, name, breed, sex or whether neutered, and color of each animal proposed to be licensed. When completing an application for a dog and/or cat license, the application shall be accompanied by a veterinarian certificate showing that the animal has been given rabies inoculation shots. Every owner of a dog and/or cat shall firmly secure a current Village animal license to the licensed dog and/or cat using a collar.

The Fee for a pet license is \$15.00 per animal.

4. Effective August 1st, a late fee for purchasing Village Vehicle Stickers was applied ...residents are required to purchase a village sticker for each vehicle they will have housed in Clarendon Hills. The annual license period begins July 1st and ends on June 30th of the following year.

Residents can make online purchases at [www.clarendonhills.us/stickers](http://www.clarendonhills.us/stickers), or the link can be accessed by visiting the Village Website and clicking "Online Bill Pay" or "How do I," and a link to the site will be available.

**Prices are as follows:**

**Passenger Car - \$60**

**Seniors (62+) are eligible for a 50% discount. (\$30.00)**

**Motorcycle - \$45**

5. Just a friendly reminder to residents of the various ways to pay their water bill:

- **Online Payments (Quickest, easiest...NO CREDIT CARD FEES!!!)**

[www.clarendonhills.us](http://www.clarendonhills.us)

- [www.clarendonhills.us/greenpay](http://www.clarendonhills.us/greenpay)
  - 1. Pay by Credit/Debit Card (*All major credit cards accepted with no additional fees*)
  - 2. Sign up for Auto Debit (ACH – auto-draft a checking or savings account)
- **Pay-In Person/Drive-Up Dropbox**

Village Hall is Open M-F from 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building. Clarendon Hills Bank has a Drive-up Dropbox is in the outside drive-up lane.
- **Pay by Mail**

Use the enclosed remittance envelope that came along with the bill addressed to:



Village of Clarendon Hills  
PO Box 5671  
Carol Stream, IL 60197-5671

**Signup for “GreenPay” today and receive your Water bill by Email.**  
[www.clarendonhills.us/greenpay](http://www.clarendonhills.us/greenpay)



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** October 29, 2021  
**Subject:** Weekly Report

1. The new distillery located on Burlington just west of Prospect completed their water and sewer service installations.
2. Burlington alley parking spaces were opened for the businesses on Burlington. Electrical conduit was installed and concrete bench forms were framed. Rain pushed the pour dates for the benches back until next week. Next week will see the final shaping of the berm, planting of trees in the plaza and pouring of the concrete patio next to the distillery and adjacent sidewalks and driveway apron. New sidewalk will also be poured on Prospect just north of the train tracks. This will be a two-day operation. One day for removal and then pour the following day. A pedestrian walkway will be barricaded off on the west side of Burlington. Please exercise caution when walking in this area.
3. The outbound station project saw work continue on the station building. The roof will be completed this week and plantings on the green roof should occur late next week. Frames for the glass have been installed. Landscaping beds were planted this week. The sidewalk heating elements are expected to be ready for concrete late next week.
4. Sidewalk replacement was completed in a number of areas to address trip hazards
5. A leak detection survey was completed on all water mains in the Village.
6. NICOR called in a number of locates to inspect the sewer laterals as part of the closeout of their project.
7. Samples were taken from the water system and from the emergency wells.
8. Typical work such as mowing, parkway inspections, water appointments, farmers market setup, and locates also occurred this week.

## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: October 29, 2021  
RE: Community Development Department Report

1. **Exterior building damage – 34 S. Prospect Ave (Brama La Pizza)**

In the morning of Tuesday, October 26, 2021, a driver crashed into the south wall of 34 S. Prospect Ave at low speed causing damage to the exterior and interior of the building. Community Development Staff (Community Development Director and contracted Building Inspector) visited the site soon after the event and the Building Inspector evaluated it for building code compliance. The building was determined to be safe to occupy if the building was secured and made operational safe in the interior.

2. **Follow up on construction impacts from project at 250 Middaugh Rd.**

The builder is proceeding with framing the house. As for the previous impacts on the adjacent properties to the north and south, the builder is open and communicative with the occupants and/or property owners regarding the impacts the subject property's construction had on their property early in the project. Community Development staff has been equally open and communicative with all parties.

3. **Former Tracy's redevelopment (401 55<sup>th</sup> Street)**

Staff continues to field calls and inquiries regarding the possibility of the property's redevelopment from the community. This communication ranges from explanations of varied forms of the zoning entitlement process, the vested development rights under the property's current zoning and possibility of zoning text amendments to increase the regulatory framework for gas stations.

4. **Continued economic development inquiries**

Continue to field questions and inquiries about available commercial space throughout Clarendon Hills. It appears the quality of our community continues to be well known throughout the micro-region.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: October 29, 2021

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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### **Crime Alert!**

Recently, nearby communities have experienced a number of residential burglaries or attempted residential burglaries. The criminals seem to be targeting unlit homes at or near dusk. Please make sure you leave outside and inside lights on when you leave for the for the evening. Also, scan the area when you leave or come home, and be sure to call in any suspicious persons, vehicles, or activity.

### **Recent Training and Meetings**

- I attended an ETSB meeting where new radio purchasing was discussed. I also attended the Board of Fire and Police Commission meeting, that was held on Wednesday.
- Sgt Finrock attended a safety meeting at Notre Dame School.
- Officer Spelman attended a 40-hour evidence technician training class.
- Officers participated in "safe schools" roll call training.



**Recent events:**

October 22, 2:35pm, officers spoke with a resident regarding an order of protection violation. Pending.

October 23, 9:35pm, officers were patrolling Lions Pool and discovered graffiti painted on the Flag Creek pump house fence. Officers notified Flag Creek for removal.

October 25, 7:33am, officers responded to the business district for a car vs. building crash report. The driver mistook the gas pedal for the brake pedal. The building department was called to assess the structural damage.

October 25, 6:48pm, officers responded to an apartment at 284 Woodstock for a verbal domestic. Officers calmed the situation.

October 27, 12:17pm, officers were called to Kruml Park for a leash law violation. During the encounter, officers discovered the dog owner was wanted on domestic battery arrest warrant. The subject was taken into custody and released to a DuPage County Sheriff's officer.

October 27, 3:04pm, officers responded to the 100 block of Ann for an identity theft complaint. Unknown subjects opened a line of credit using the victim's credentials.

October 27, 6:21pm, officers were notified of a possible vehicle theft that occurred at the Infinity. Pending.

October 27, 6:57pm, officers assisted parents in finding their missing teenager.

October 28, 8:55am, officers stopped a truck for violating a weight limit sign. During the stop, officers discovered the driver had a revoked CDL. The driver was taken into custody for processing.