



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

November 19, 2021

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### Management Reports

1. Manager's Notes - See weekly report
2. Finance Department - No 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))

#### November 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

#### Thu Nov. 25 - Fri Nov. 26

[Thanksgiving Holiday - Offices Closed](#)

#### Fri Dec. 3

[Chamber of Commerce Christmas Walk](#)

#### Mon Dec. 6

[Special Village Board Meeting](#)

#### Mon Dec. 6

[Village Board Regular Meeting -  
Cancelled](#)

#### Wed Dec. 15

[Chamber of Commerce Meeting](#)

#### Thu Dec. 16

[Zoning Board of Appeals and Planning  
Commission Meeting](#)

#### Mon Dec. 20

[Village Board Regular Meeting](#)

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** November 19, 2021  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, December 6th at 6:30 p.m. and again will offer a virtual option.
- **Village Offices Closed for Thanksgiving** – Village offices will be closed Thursday, November 25 and Friday, November 26 in observance of Thanksgiving.
- **COVID Update**– The Governor extended the executive order allowing for, amongst other things, virtual participation at Board meetings through December 11<sup>th</sup>.
- **Christmas Walk and Holiday Market** -- The 65<sup>th</sup> annual Christmas Walk is scheduled for Friday December 3<sup>rd</sup> from 5 pm to 9 pm. This year features a new holiday market, tree lighting at 6 PM, strolling carolers, horse drawn carriage rides, roasted chestnuts, refreshments, a visit with Santa, photo-ops with the Grinch & Scrooge, and 65 years of history displayed by the Clarendon Hills Historical Society.
- **SantaCon**– The Police Department, Fire Department, Public Works and Village Manager’s Office have been working with the Chamber of Commerce to coordinate the proposed “SantaCon” walk on December 18<sup>th</sup> at 2 pm.
- **Chamber Meeting**—AVM Creer and CD Director Mendel attended the monthly chamber meeting on Wednesday to provide an update on Village and development news.
- **ILCMA Board Meeting** – I participated in the regular Illinois City Manager’s Board Meeting on Friday morning. Routine business was discussed.
- **Metro Manager’s Training Session** – Assistant Manager Creer and I participated in a virtual session on Thursday afternoon discussing the Level the Playing Field Act. This covers the application of the sales tax to on-line purchases. In most cases the tax is paid to the destination location, which appears to be benefiting Clarendon Hills.
- **DMMC Business Meeting** – Village President Austin and I attended this meeting on Wednesday

morning. A presentation was made by the Homeland Security Department of DuPage County. Otherwise, routine business was conducted.

- **DMMC Regulatory Committee** – I participated in a virtual meeting as a member of this Committee on Wednesday afternoon. Routine business was conducted.
- **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>

Enjoy the weekend and stay safe.



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** November 19, 2021  
**Subject:** Weekly Report

1. Additional concrete was poured at Burlington Plaza. Framing was completed for additional pours next week. Trees on the berm were planted.
2. The outbound station project saw work continue on the station building. The sidewalks were delayed due to issues with IDOT and contractor certifications. They will be pouring tomorrow.
3. Outdoor dining barriers were removed in preparation for snow from the Downtown Business District. The Starbucks barriers will be removed at a later date in order to give our residents a few more chances to enjoy the outdoors.
4. A water service leak on Hiawatha was repaired on Wednesday.
5. Crews filled stump holes with topsoil. Seeding will take place in the Spring.
6. Maintenance and repairs were conducted on a number of Police Department vehicles, Fire truck, Public Works trucks, and equipment.
7. Typical work such as parkway inspections, water appointments, and locates also occurred this week.

**MEMORANDUM**

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: November 19, 2021  
RE: Community Development Department Report

**1. Il Mio – 30 S Prospect Ave**

Final inspections have been conducted by the Village and the business is advertising job openings. A specific opening date has not been provided to Community Development staff yet though.

**2. Former Talley's building (27-31 S. Prospect Ave)**

This property is planned for ownership change and sale in the immediate future. The plans for the use and occupancy of the vacant portions are not fully known at this time.

**3. Former Quinn's building (4 S. Prospect Ave)**

The owner has been performing cosmetic improvements to the building's exterior, such as painting and crack sealing. The corner and north rear tenant spaces are still available, and Community Development periodically answers inquiries regarding zoning, building/fire codes and economic development incentives.

**4. The George (1 Walker Ave)**

The business owner has been issued exterior sign permits for the new business signage and they are working refitting the interior. Community Development does not have a definite opening date for this business yet.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: November 19, 2021  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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***While shopping during the holiday season, please make sure you lock your car and remove all valuables from the passenger compartment. Be aware of your surroundings, and do not let your cell phone distract you. Carry your purse in front of you, or not at all. If you carry a wallet, put it in your front pocket.***

***Also, please drive carefully. Buckle up, don't drink and drive, and put the cell phone down.***

### **Recent Training and Meetings**

- Officers are completing online training.
- Officer Spelman completed police pension training.
- I completed Court Smart and Police Law online training.
- Assistant Green completed CAD system training.

### **Recent events:**

November 13, 7:08pm, officers responded to Villa Park to assist their department with an active shooter situation. This was a mutual aid request.

November 13, 11:40pm, officers spoke with residents regarding the electronic harassment of their child. Advice was given.

November 14, 6:48am, officers responded to the station for a missing person report. Officers eventually located the missing adult and determined that they were okay.

November 16, 12:46am, officers responded to the 5700 block of Concord for a domestic trouble. One of the parties agreed to leave for the night.

November 16, 9:45am, officers spoke with a resident regarding an identity theft. Unknown subjects attempted to open a line of credit using the victim's credentials.

November 17, 6:49pm, officers responded to a residence on Prospect for a mental health crisis. Officers gave advice to the family.

November 18, 2:53pm, officers responded to a residence on Prospect for a mental health crisis. The person in question was transported for evaluation.