



## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** December 10, 2021  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, December 20<sup>th</sup> at 6:30 p.m. and again will offer a virtual option.
- **Covid Update** - No update.
- **Last Yard waste pickup for the Season** - LRS is performing one last yard pickup for the 2021 season. Residents north of Burlington Train Tracks will be Monday, December 13<sup>th</sup>. and the last yard waste pickup for residents south of Burlington Train Tracks will be Tuesday, December 14<sup>th</sup>.
- **Christmas Walk and Holiday Market** – The event last Friday night was a wonderful success. Great weather and perhaps the largest crowd ever seen for this event. Staff and the Chamber are analyzing how it went to see if anything might be improved. One idea is to consider closing the tracks for southbound traffic. Though this would be a hardship for some, it would cut down on the traffic flow and improve pedestrian safety. Thanks to staff from all departments for the great work on this event.
- **SantaCon** – Another holiday event. The Police Department, Fire Department, Public Works and Village Manager's Office have been working with the Chamber of Commerce to coordinate the "SantaCon" walk and food drive being held on December 18<sup>th</sup> at 2 pm. Find out more about volunteering or participating in this event at <https://www.clarendonhillschamber.com/2021-chsantacon>
- **ILCMA Training Session**— I participated in a lunch time virtual event on Wednesday. This event is geared to promote conversation on particular topics. In this case the discussion was in regard to municipal programs promoting diversity and inclusion.
- **Negotiations with MAP** – Staff met with the group representing our police officers to discuss the bargaining agreement that expires at the end of this year. We made some progress and expect the discussions to continue after the new year.
- **Meeting with DCEO** – Public Works Director McLaughlin, AVM Creer and I met on Friday afternoon with State officials to discuss a possible \$200,000 grant to be used for stormwater improvements. We

expect to have more information regarding this in the next few weeks.

- **Commercial Filming**- We issued a commercial filming permit for a production during December 14<sup>th</sup> and 15<sup>th</sup> on Tuttle.

Enjoy the weekend and stay safe.



## MEMORANDUM

**To: Kevin Barr, Village Manager**  
**From: Maureen B. Potempa, Finance Director**  
**Date: December 10, 2021**  
**Subject: Department Report**

1. On Thursday December 9th, the Village auditors Sikich LLP., were onsite at Village Hall to conduct their preliminary fieldwork in preparation for the CY 2021 Audit. Sikich will conduct the final fieldwork the week of March 21-25. The final audit will be presented to the board in June of 2022.

2. 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.

3. 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**

4. 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/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: December 10, 2021**  
**Subject: Weekly Report**

1. Additional concrete was poured at Burlington Plaza on Friday. Based on the current weather forecast, the plan is to pour the remaining areas next week. That should complete all concrete work. Landscaping of the berm will occur next Spring.
2. The outbound station project saw bench installation and concrete sealing work completed on the station building. The face metal at the top of the building is being fabricated and some minor roof work needs to occur over next week.
3. The contractor continued working on punch list items at the inbound station. The stones on the south side tracks were removed at the BNSF direction.
4. A trip hazard was addressed at Village Hall by having the original contractor replace the sidewalk squares that settled from last year.
5. A kickoff meeting was held with the Village Engineer to coordinate design for next year's projects. New water main is being planned for Burlington Avenue from the water tower west to the village limits. After the water main is installed, we plan to resurface Burlington from the western village limits to Prospect. We also are planning to improve the block of Eastern from Park to Ann after the adjacent property owner completes soil remediation in that area.
6. Barricades were picked up from the Christmas Walk.
7. Leaf pickup occurred around a number of planting beds. A final mulching of leaves occurred in our mowing areas.
8. New LED exterior lights were installed by public works employees at the public works garage.
9. A ComEd contractor installed replacement LED lights in portions of the garage under their energy efficiency program.
10. Typical work such as monthly water samples testing, parkway inspections, minor tree trimming, water inspections, and locates also occurred this week.

## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: December 10, 2021  
RE: Community Development Department Report

1. **Economic Development Commission meeting – December 9, 2021**

The Economic Development Commission (EDC) met and discussed many economic development related items such as:

- Success of 2021 policies and initiatives
- Marketing and advertising
- More redevelopment opportunities within the Downtown TIF
- Wayfinding signage and branding
- Farmer's Market move to Village Hall site has been a great benefit to the market's vendors

2. **240 Grant – Redevelopment**

A demolition and building permit should be issued soon for the redevelopment of this neighborhood nuisance.

3. **65<sup>th</sup> Annual Christmas Walk success**

This event was a resounding success and the businesses I've talked to viewed it positively and are looking forward to 2022.

4. **ZBA/PC meeting – December 16, 2021**

The ZBA/PC will meet December 16, 2021 to discuss several Village initiated text amendments related to single-family residential façade design and maximum driveway width.

5. **Downtown private projects' status**

Hamel Dental is effectively finished with some additional minor work to accomplish. The building's Burlington Ave façade is complete and a great addition to its business corridor.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: December 10, 2021  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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Over the past few months, the Department has responded to several catalytic converter thefts (two in the business district and three in the southside apartment complexes). If you come across these thieves, do not confront them and call 911. Report any suspicious activity.

### **Recent Training and Meetings**

- Officers completed Amber Alert training.
- Officer are completing online Police Law and Court Smart training.
- I attended the "Qualified Immunity" task force meeting.

### **Recent events:**

On December 2, 4:18pm, officers spoke with a resident from the 10 block of Oxford regarding a theft. A subject stole a package from the victim's porch. Just prior to the theft, a white male, in his 20's, asked the victim if he could rake his leaves. Pending.

On December 2, 4:38pm, officers served a subject with an arrest warrant for theft. The subject is accused of taking a wallet after being mislaid by the victim.

On December 4, 5:26pm, officers responded to the business district for a hit and run. The offending vehicle struck a parked car and fled. Officers were able to track down the offending driver, who was cited for leaving the scene of a crash.

On December 4, 3:05am, officers responded to the 500 block of Carlyle for a battery complaint. Intoxicated friends battered each other. The victim did not want to sign complaints.

On December 4, 7:00am, officers responded to the 5700 block of Concord for a theft of vehicle parts. Unknown offenders stole the catalytic converter from the victim's car. Pending

On December 4, 9:12am, officers responded to 500 block of Willow Creek Ct. for a theft of vehicle parts. Unknown offenders stole the catalytic converter from the victim's car. Pending

On December 8, 10:02pm, officers responded to the Jewel for a report of mischievous conduct. Management advised that on three occasions, an unknown customer stated "Let's Go Brandon" over the PA system. Apparently, the customer is very supportive of "Brandon".

On December 9, 12:52pm, officers responded to the 5500 block of Barclay Ct. for a burglary from motor vehicle. Unknown subjects enter the victim's car and stole the gearshift knob and the vehicle's ECM (computer). Pending

On December 10, 7:00am, officers responded to the Clarendon Arms Apartments for another catalytic converter theft.



## MEMORANDUM

**To: Kevin Barr, Village Manager**  
**From: Brian Leahy, Fire Chief**  
**Date: December 10, 2021**  
**Subject: Weekly Department Report 2021-32**

1. Fire Prevention Bureau Activity.
  - Lt. Godek has completed all Fire/life safety inspections for 2021. He is now conducting follow up inspections during the month of December.
  - Lt. Godek and I are working with the property owners at 211 Burlington Ave. regarding the location of their new fire hydrant for the sprinkler system.
2. Training Report:
  - Daily on duty sessions were conducted. Building familiarization was done at several buildings during the past week.
3. COVID 19 Report:
  - COVID 19 Hospitalizations are increasing at an uncomfortable rate at both Hinsdale and LaGrange Hospitals. Yesterday Hinsdale Hospital had 18 COVID patients and LaGrange had 27 patients. In late July these hospitals had 0 patients after the first wave of COVID 19. Over 80% of these patients are unvaccinated.
  - Wednesday, Lt. Godek attended a virtual meeting with the DuPage County Health Department. They also discussed the rapid uptick of COVID 19 cases while also discussing the new Omicron variant that is coming. Health Department officials are stressing booster vaccinations as a way to help combat this. EMS personnel continue to take full PPE precautions during all EMS calls.
4. Emergency Medical Services Report:
  - Wednesday evening, twenty-five (25) Firefighter EMT-B's, EMT-P's (Paramedics) and EMT-R's attended monthly EMS continuing education. Annual CPR training and re-certification was conducted.
  - Lt. Godek has joined the Loyola EMS Paramedic shortage Committee group. This Committee will be working on ways to recruit and educate more paramedics. Currently it takes almost 18 months of classroom and field ride time to become a certified paramedic. This is a huge commitment for an individual that takes up to 40 hours to week of time for 18 months.
5. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
6. Emergency Management Report:
  - No report.
7. Du-Comm Report:
  - Du-Comm and ACDC are looking at better ways to utilize fireground communications in a more efficient manner. More to come on this in the future.

8. Vehicle Maintenance:

- No report, all fire department vehicles are in full service.
- On Wednesday morning, I attended the monthly MABAS Division 10 Chiefs meeting. There was quite a bit of discussion regarding Firefighter and Paramedic shortages. The Romeoville Fire Chief sits on a statewide EMS committee and said that they are working on many ideas regarding how to fix the paramedic shortages.

9. Incidents of Interest:

- This week Chief 86, Officer 86 and Ladder 86 responded to two (2) structure fires in Hinsdale.
- Sunday, December 5<sup>th</sup> at 4:54 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded to a vehicle accident involving a pedestrian on Chicago Ave. at Oxford Ave.
- Thursday, December 9<sup>th</sup> at 5:43 AM. Ladder 86 and Medic 86 along with the Westmont Fire Department responded to wires burning on the ComEd pole near 425 56<sup>th</sup> St. which is near the Westmont border.

10. Mutual Aid Calls:

- This week Chief 86, Officer 86 (ISO) and Ladder 86 responded to two (2) structure fires in Hinsdale. Ladders from Ladder 86 were used on the 2<sup>nd</sup> call.

11. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills four (4) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale six (6) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.
- Clarendon Hills Medic 86 responded to two (2) EMS calls in Hinsdale.
- Tri State Medic 122 responded to one (1) EMS call in Clarendon Hills.
- The fire department responded to twenty-two (22) emergency calls in the past week.

If you have any questions or require additional information, please contact me.

