



# Weekly

## REPORTS

MARCH 18, 2022

Manager's Report

Report 1.

Finance Dept. Report

Report 2.

Public Works Dept. Report

Report 3.

Community Dev. Dept. Report

Report 4.

Police Dept. Report

Report 5.

Fire Dept. Report

None



### VILLAGE CALENDAR

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

**Mon Mar. 21**

[Village Board Regular Meeting](#)

**Mon Apr. 4**

[Village Board Regular Meeting](#)

**Fri Apr. 8**

[Firefighters' Pension Board Meeting](#)

**Mon Apr. 18**

[Village Board Regular Meeting](#)

**Wed Apr. 20**

[Chamber of Commerce Meeting](#)

**Thu Apr. 21**

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

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** March 18, 2022  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, March 21<sup>st</sup> at 6:30 p.m. and again we will offer a virtual option.
- **DCHD Meeting**- I participated in the COVID update meeting on Monday morning. The reports are very good, with hospitalizations and other measures much improved. Mask and other mandates have been removed. Future meetings will be addressed on an as-needed basis.
- **Downtown Parking/Dining Update** – We will be discussing these issues with the Village Board on Monday night. There is clearly both enthusiasm for continuing to allow more outdoor dining, while at the same time there is concern about losing parking for retail/service businesses. We have added a sign to promote “after hours” parking in the train station lot, and will continue promoting this option.
- **Street Work Grant Request** – Public Works Director McLaughlin and I met with a member of the intergovernmental committee on Monday to seek advice on how to proceed with our request with funding for the Burlington Avenue project. We are hopeful, but of course not certain, that we will receive this funding.
- **Downtown Project Meeting**-- Public Works Director McLaughlin and I met on Friday with the architect on the project to plan for the finalization of work and the contracts. We will have follow-up meetings with the contractor as well.
- **ILCMA Nominating Committee** – I participated on Friday in a meeting for the Illinois City Management Association Board Nominating Committee. One of the open positions is a Board Member position which I am vacating at the end of the current term (end of June).
- **IPBC Insurance Renewal**- The Village received its final renewal for Health Insurance this week. IPBC finalized a 0.5% renewal rate for the Village, which is exceptional given the inflationary environment. Staff expects next years rates to remain muted as well, as new changes to retiree health insurance have not yet impacted the Village’s rates.

- **IRMA Board Meeting**- AVM Creer represented the Village at IRMA's quarter board of directors meeting. Cyber security and insurance coverage for cyber events is the biggest issue facing the pool going into 2022 renewal season. AVM Creer met with the Village's IT firm to make sure the Village was in compliance with IRMA's cyber security standards, and this week the Village rolled out new "anti-phishing, anti-worm and anti-ransomware" software and notification systems.
- **Telephone System**- The next step in the digitalization of the Village's phone system occurred this week which Village Hall numbers ported to Microsoft Teams. No longer will Village dial out calls from Teams display as "Big Rock, IL".
- **Chamber Meeting**- Village staff attended the monthly chamber meeting. Topics of discussion included upcoming events, parking issues in the downtown area and downtown outdoor dining.
- **Summer Help Recruitment** -- Village has started recruiting our seasonal summer help for the public works department. If you are interested or know someone who may be please go to: <https://recruiting.paylocity.com/Recruiting/Jobs/Details/945292>

Enjoy the weekend!



## MEMORANDUM

**To: Kevin Barr, Village Manager**  
**From: Maureen B. Potempa, Finance Director**  
**Date: March 18, 2022**  
**Subject: Department Report**

1. As mentioned at the recent Village Board meeting, letters went out to residents who did not purchase a vehicle sticker or motorcycle tag for any registered and housed vehicle within the Village. Since the late notice letters were distributed, approximately 360 stickers and 15 motorcycle tags were sold. Revenue recognized was \$20,797.00

Effective August 1st, a late fee for purchasing Village Vehicle Stickers was applied. The annual license period begins July 1st and ends on June 30th.

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**

2. Beginning Monday, March 21<sup>st</sup>, the Village Auditors Sikich LLP., will be onsite for the duration of the week performing field audit work for the Calendar Year-End 2021.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** March 18, 2022  
**Subject:** Weekly Report

1. Spring banners were put up on the streetlights throughout the Downtown.
2. Work was completed to fabricate and install the seating areas at Richmond Education Garden.
3. Water staff completed a number of JULIE locates, high water usage appointments and remote read installs.
4. Tree selection forms went out to property owners that had trees removed in the last year.
5. A new sign was fabricated to encourage the use of the south commuter lot for parking after 3:00 PM on weekdays and anytime on weekends.
6. A failing storm pipe was replaced in Prospect Park.
7. The train station contractor is planning to complete grading and excavating work on the west side of Prospect at the train tracks next week. New sidewalk and curb will be poured the following week.
8. Decommissioned water meters were tested for accuracy this week. Of the 18 residential meters tested, 15 were within tolerances and two failed for low flow conditions and one did not register under any flow rate.
9. Time was spent hauling out spoil piles that have accumulated from water main breaks. The pile is nearly gone, which means we are ready for a new construction season.



## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: March 18, 2022  
RE: Community Development Department Report

1. **401 55<sup>th</sup> Street redevelopment – Conditional Use for a Drive-Through Facility**

The ZBA/PC held the public hearing for this request on March 17, 2022 at Village Hall. There was ample discussion and commentary and resulted in a continuance to the April 21, 2022 to permit additional analysis and review.

2. **Spring Cleaning coming soon**

With the fast-approaching Spring and Summer seasons, this is a wonderful time to review the condition of our publicly visible portions of our private properties and start cleaning and clearing out winter debris accumulations to physically represent the deep care and love we have for our community and its perception.

3. **Downtown public parking - employees**

Please remember that downtown employees and business owners should avoid long term parking in the prime public on-street parking spaces, especially along S. Prospect Ave. These parking spaces benefit everyone by providing convenience to our valued customers. Please contact the Village if you need assistance finding long term public parking in Downtown Clarendon Hills.

# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: March 18, 2022  
To: Village Manager Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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## **Recent Training, Meetings and Events**

- Sgt Porter attended a critical incident response training class.
- Officer Pech attended an advanced DUI detection class.
- Officers are completing fire extinguisher training.
- Officers are completing near miss and behavioral observation policy training.

## **Recent events:**

March 11, 11:57am, officers responded to an apartment at 285 N. Richmond for a domestic complaint. The offender fled the scene after damaging the victim's property. No complaints to be signed.

March 11, 4:19pm, officers responded to the 200 block of N. Jackson for a domestic. Officers offered the family advice.

March 12, 4:49pm, officers assisted another agency with a road rage incident where a pistol was brandished. The offender was taken into custody by a neighboring community.

March 12, 5:24pm, officers responded to 55<sup>th</sup> and Holmes for a hit and run crash. A green, older model pick-up truck rear-ended the victim and fled. Officers were able to locate the truck, but not the driver. The driver was described as an older white male with a beard. Pending.

March 14, 10:05pm, officers stopped an Evergreen Park resident for speeding on Ogden Ave. The driver was also found to have a valid warrant out for their arrest. Officers served the warrant.

March 15, 10:22pm, officers responded to an apartment at 288 Oxford for a domestic. Officers were able to calm the situation. The parties separated for the night.

March 16, 11:59am, officers interviewed a suspect in an identity theft case. After the interview, officers were able to obtain felony warrants for two offenders.

March 16, 7:05pm, officers responded to a local fitness facility for an indecent exposure complaint. While the complainant was giving an online fitness class, a male attendee interrupted the lesson by introducing an uninvited member. Decorum does not allow for a description of the offender. Pending.

March 17, 1:50pm, officers received a report from an outside agency regarding a sexual assault that occurred in town. Pending.