



# Weekly REPORTS

July 1, 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 Jul. 4**

[Village Offices Closed due to  
Independence Day Holiday](#)

**Tue Jul. 5**

[Free Blood Pressure Check at Library](#)

**Tue Jul. 5**

[Cancelled - Village Board Rescheduled  
Regular Meeting](#)

**Wed Jul. 6**

[Dancin' In The Street Concert](#)

**Thu Jul. 7**

[Chamber of Commerce's Farmers  
Market](#)

**Fri Jul. 8**

[Firefighters' Pension Board Meeting](#)

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** July 1, 2022  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, July 18 at 6:30 p.m. and again we will offer a virtual option. The first meeting in July will not be held, in part due to the 4<sup>th</sup> of July holiday.
- **4<sup>th</sup> of July** – Village offices will be closed Monday, July 4<sup>th</sup> for the holiday. The Hinsdale Golf Club presents Fireworks for its members. While the private golf club is not open to the public, residents are able to enjoy the fireworks from Prospect Park. Fireworks are held on July 4th starting around 9:15 PM. If it rains the rain date is July 5th.
- **Dancin' in the Street Update** – The second concert was held on Wednesday and, again, the weather was great and things went well. There are four (4) more concerts coming up. Next week is Epic, an 80's band. Band lineup and other information is attached and available at:  
<https://www.clarendonhills.us/concerts>.
- **Farmers Market** – As a reminder, the Farmers Market, another initiative hosted by the Chamber, is continuing every Thursday morning in front of the Village Hall. Please come out and take a look.
- **Meeting for 100<sup>th</sup> Anniversary Events** – Vicki Pries met with representatives from the Historical Society, the Library and Chamber of Commerce on Wednesday to start the discussions on planning the 100-year anniversary events for 2024. They plan to meet again in August before reaching out to other local organizations.
- **New Employee** – Ed Tannhauser was rehired to be the Village's CSO/Police Assistant. We are happy to have him back.

Have a great weekend!

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** July 1, 2022  
**Subject:** Department Report

1. The next scheduled Board meeting is not **until Monday, July 18th**. To avoid payment issues with our vendors, the Finance Department has prepared the check run according to the regular schedule, and checks will be mailed out **on Tuesday, July 5th**. I will attach the Claims Register for review. **(Please find at the end of all weekly reports)**
2. Today marks the day Vehicle Stickers are due. The annual license period begins on July 1st and ends on June 30th of the following year. You may have noticed small green signs on the Parkway throughout the Village indicating that Vehicle Stickers were due today. The Finance staff had Public Works place the signs in high-traffic areas within the Village to remind the residents of the due date. All indications are they have been very effective, on-time sales have increased by 9% compared to sales last year.

Vehicle Stickers are available for purchase online or in-person at Village Hall or the Police Department. Residents can make online purchases at [www.clarendonhills.us/388/Online-Bill-Pay](http://www.clarendonhills.us/388/Online-Bill-Pay), 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- \$40

Motorcycle- \$30

Seniors (62+) are eligible for a 50% discount.

Village of Clarendon Hills residents will once again have the option to purchase a limited supply **special vehicle sticker** showing their support for **Dancin' in the Street Summer Concert Series** by donating a minimum of \$10.00 (plus the regular sticker price).

Residents must purchase a village sticker for each vehicle they will have housed in Clarendon Hills. The annual license period begins on July 1st and ends on June 30th of the following 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 dog and/or cat owner 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.



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** July 1, 2022  
**Subject:** Weekly Report

1. Contractors installed the decorative brick crosswalks on Prospect south of the tracks.
2. Concrete was cleaned and sealed at the Burlington Plaza opposite from Clarendon Hills Bank. They have some additional plants and a small fence adjacent to the railroad tracks to install along with finalizing the lighting, which will occur in the coming weeks.
3. Public Works' staff performed set up and take down for Dancin' in the Street on Wednesday night. Thursday had staff in early to support the Farmers Market. On Friday, barricades and cones were delivered to assist the Police with traffic control for the fireworks display provided by Hinsdale Golf Club.
4. With dry weather this week, time was spent watering the newly planted trees throughout the Village and the planter beds Downtown.
5. Water staff completed a number of JULIE locates, high water usage appointments and remote read installs. Meter reading was completed on Friday. Shut off notices were delivered on Thursday.
6. Our candidate for the vacant Maintenance Worker received a counteroffer from his current employer, so we have restarted the recruitment process.
7. We received word that one of our employees will be out for medical reasons. With the vacant position, that reduces our full-time field staff from six to four. Our summer workers will be picking up some additional hours. Additionally, we will have some full timers in this weekend to do watering of trees and planters.





1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5412

## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: July 1, 2022  
RE: Community Development Department Report

### 1. Downtown public parking – employees and business owners

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.

### 2. Recent Code Enforcement activities and Notices of Violation (NOV)

#### Notices of Violation:

276 Walker - Inoperable Vehicle, off street parking, peeling paint  
334 55TH St - Tall grasses weeds  
338 55th St - Tall grasses weeds  
358 Ruby - Containers on parkway, time restrictions  
153 Juliet - Tall grasses weeds, Obstruction of sidewalk, Forestry  
155 Juliet - Tall grasses weeds, Obstruction of sidewalk, Forestry, IPMC- walkways

#### Sent to Adjudication for July 20 Hearing:

282 Middaugh - Sump pump drainage.  
1 Arthur - Working without a permit.  
14 Gilbert - Multiple violations-unresponsive. (Grass cut by village)  
119 Ogden - Tall grasses weeds- unresponsive. (Grass cut by village)  
65 Sheridan - Obstruction of sidewalk, bushes.

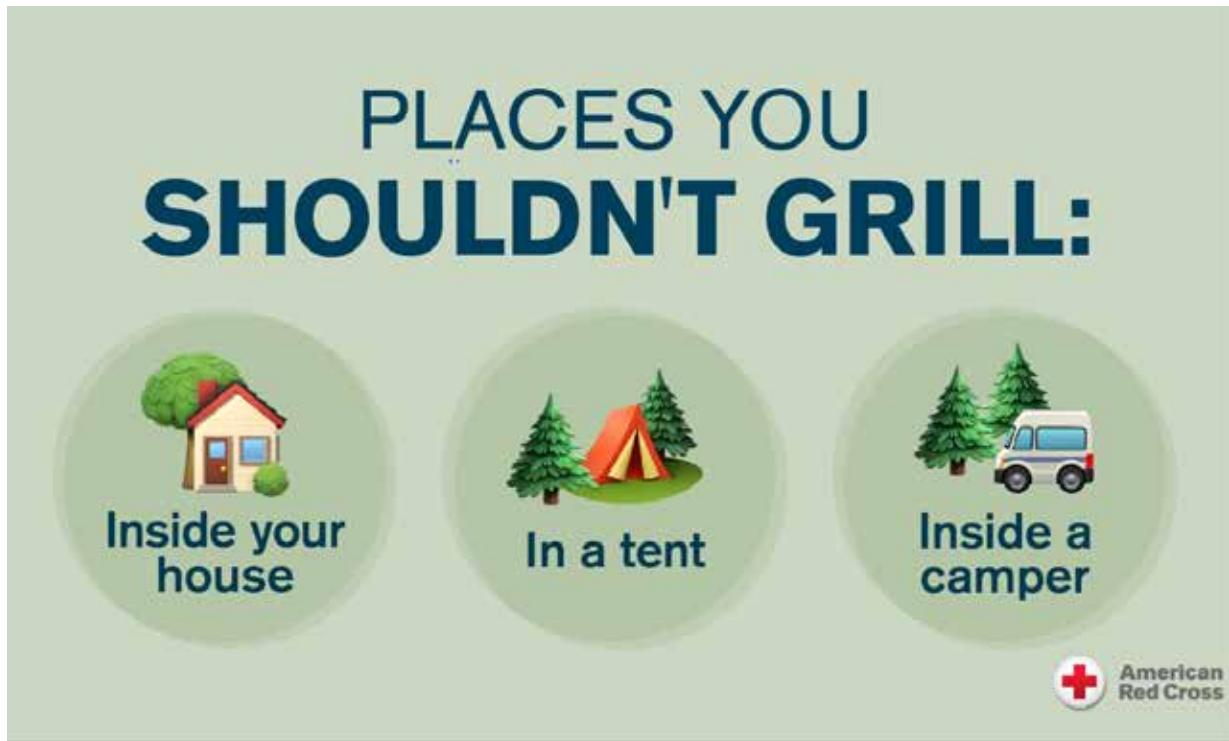
VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT



DATE: July 1, 2022  
To: Village Manager Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

---

The American Red Cross has provided us with these wonderful safety tips. So, let's all have a safe 4<sup>th</sup> of July weekend by following them.



**Recent Training, Meetings and Events**

- Assistant Green attended a records training session
- Officers are completing Court Smart online training.

**Recent events:**

June 24, 8:33pm, officers assisted DuPage Co. Sheriffs with a domestic battery that occurred in their jurisdiction.

June 25, 1:41am, officers responded to Chicago and Jackson for a criminal damage to property call. The complainant advised that several subjects pulled a street sign from the ground and were taking pictures with it. Officers located two subjects, walking on Middaugh, with the sign. Charges pending.

June 27, 12:12pm, officers responded to solicitor complaint at Burlington and Gilbert. Officers located several juvenile solicitors and an adult chaperone, who drove up from Gary IN. to solicit. While talking with the group, officers discovered the chaperone had a suspended driver's license and one of the juveniles had a no bond warrant out of the Adams Co. Officers cited the driver, transported the juvenile to the Juvenile Detention Center, and called for parents to pick up the remaining juveniles.

June 27, 4:22pm, officers spoke with a resident regarding a fraud complaint. The victim received a call from a subject, purporting to be a former in-law, who was asking for money to bond out of jail. The victim withdrew \$16,000 from the bank and gave the money to a courier. Pending.

June 27, 5:31pm, officers spoke with a complainant at the station regarding an assault. While the complainant was protesting in front of Village Hall, a subject started to yell at her, then took her protest sign away. The offender was a white female with blond hair and in her 50's. She drove away in a white SUV.

June 29, 6:19am, officers responded to the 5700 block of the Holmes for a burglary from motor vehicle report. Unknown subjects entered the victim's unlocked car and stole her purse.

June 29, 8:28pm, officers responded to an apartment at 5740 Concord for a domestic. Officers were able to calm the situation.

June 30, 4:47am, officers rushed to an apartment at 581 Burlington for a juvenile that apparently overdosed on some sort of opioid. Narcan was administered and CHFD transported the juvenile for observation.

**VILLAGE OF CLARENDON HILLS**

**July 05, 2022**

CLAIMS # 22-07-01

2022 Calendar Year Disbursements

July 05, 2022, Checks

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
A&D HOME IMPROVEMENT	.03599							
11172021-23 S PROSPECT C	250.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/17/2022		814 00001		
11172021-19 S PROSPECT	250.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/17/2022		814 00002		
	500.00	*TOTAL						
ACCURATE DOOR	00571							
GARAGE DOOR REPAIRS AND	1,049.18	MAINTENANCE BUILDINGS	01.523.4262	20421847		814 00003		
AIR ONE EQUIPMENT, INC	02457							
HOSE PARTS AND FITTINGS	821.00	MINOR TOOLS & EQUIP	01.531.4322	182454		814 00004		
ANDERSON/MAUREEN	.01863							
REIMBURSEMENT FOR MAILBO	75.00	OTHER CONTRACTUAL SERVIC	01.540.4208	06/21/2022		814 00005		
AURIS CONSTRUCTION AND	.03551							
04202015-411 NAPERVILLE	750.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/23/2022		814 00006		
05222015 NAPP INSPECTION	73.50CR	BUILDING PERMITS	01.322.3211	06/23/2022		814 00007		
05262015 NAPP INSPECTION	73.50CR	BUILDING PERMITS	01.322.3211	06/23/2022		814 00008		
03152021 NAPP INSPECTION	73.50CR	BUILDING PERMITS	01.322.3211	06/23/2022		814 00009		
ADMIN FEE	41.50CR	BUILDING PERMITS	01.322.3211	06/23/2022		814 00010		
06032015 DM PLRW	68.25CR	PLAN REVIEW FEES	01.322.3214	06/23/2022		814 00011		
	419.75	*TOTAL						
AVENU INSIGHTS & ANALYT	06195							
06/22 HOSTING & SUPPORT	2,307.65	OTHER PROFESSIONAL SERVI	01.513.4207	INVB-036867		814 00012		
CHEN/PING DING	.03186							
08042021 - 107 EASTERN O	100.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/16/2022		814 00013		
COLLEGE OF DUPAGE	15162							
GERSTENKORN COD ACADEMY	3,735.60	CONFERENCES/TRAINING/MEE	01.521.4291	14044		814 00014		
CONSERV FS, INC	15392							
SEED	1,875.00	OPERATING SUPPLIES	01.540.4318	6416048		814 00015		
DANMAR	17309							
06/22 CLEANING SERVICE	700.00	MAINTENANCE BUILDINGS	01.514.4262	19134		814 00016		
06/22 CLEANING SERVICE	1,020.00	MAINTENANCE BUILDINGS	01.523.4262	19134		814 00017		
06/22 CLEANING SERVICE	396.50	MAINTENANCE BUILDINGS	01.546.4262	19134		814 00018		
06/22 CLEANING SERVICE	213.50	MAINTENANCE BUILDINGS	20.560.4262	19134		814 00019		
	2,330.00	*TOTAL						
DIXON ENGINEERING, INC	18860							
PRECONSTRUCTION MEETING	1,350.00	OTHER CONTRACTUAL SERVIC	20.560.4208	22-0527		814 00020		
DUPAGE MAYORS AND MANAGE	19686							
2022 ANNUAL DINNER	150.00	CONFERENCES/TRAINING/MEE	01.510.4291	11458A		814 00021		
ELGIN SWEEPING SERVICES,	23244							
05/22 STREET SWEEPING	1,144.00	OTHER CONTRACTUAL SERVIC	01.505.4208	4337A		814 00022		
05/22 STREET SWEEPING	572.00	OTHER CONTRACTUAL SERVIC	01.540.4208	4337A		814 00023		
	1,716.00	*TOTAL						
FEDEX	27672							
407 PARK SHIPMENT TO FSC	29.04	OTHER PROFESSIONAL SERVI	01.550.4207	7-788-78818		814 00024		
FIRE 'N' ICE HEATING & C	28325							
REPAIR TO ROOFTOP HEATIN	168.00	MAINTENANCE BUILDINGS	01.534.4262	11148		814 00025		
FIRE SAFETY CONSULTANTS,	28335							
11 TUTTLE AS-BUILTS	50.00	OTHER PROFESSIONAL SERVI	01.550.4207	2021-1535AB		814 00026		
GRAINGER	32264							
TRASH LINERS	349.44	OPERATING SUPPLIES	01.505.4318	9353328983		814 00027		

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
GREEN HARDCAPES, LLC	32716							
14 GILBERT/119 OGDEN TAL		250.00	OTHER PROFESSIONAL SERVI	01.550.4207	1		814	00028
HYDROTEX	38568							
LUBRICANTS		205.37	VEHICLE SUPPLIES	01.540.4604	480329		814	00029
LUBRICANTS		110.58	VEHICLE SUPPLIES	20.560.4604	480329		814	00030
IMPACT NETWORKING, LLC	41926							
STAPLES FOR LOWER LEVEL		81.50	OPERATING SUPPLIES	01.510.4318	2592362		814	00031
JG UNIFORMS	47515							
MICHALEK UNIFORM VEST CO		253.49	UNIFORMS/CLOTHING/EQUIPM	01.521.4317	100681		814	00032
KONICA MINOLTA BUSINESS	50001							
QUARTERLY COPIES		186.28	ADVERTISING/PRINTING/COP	01.512.4231	9008654567		814	00033
QUARTERLY COPIES - NEW R		15.46	ADVERTISING/PRINTING/COP	01.512.4231	9008654567		814	00034
QUARTERLY COPIES		443.23	ADVERTISING/PRINTING/COP	01.520.4231	9008654567		814	00035
QUARTERLY COPIES - NEW R		130.99	ADVERTISING/PRINTING/COP	01.520.4231	9008654567		814	00036
QUARTERLY COPIES		272.09	ADVERTISING/PRINTING/COP	01.530.4231	9008654567		814	00037
QUARTERLY COPIES - NEW R		24.64	ADVERTISING/PRINTING/COP	01.530.4231	9008654567		814	00038
QUARTERLY COPIES		142.06	ADVERTISING/PRINTING/COP	01.540.4231	9008654567		814	00039
QUARTERLY COPIES		186.28	ADVERTISING/PRINTING/COP	01.550.4231	9008654567		814	00040
QUARTERLY COPIES - NEW R		15.46	ADVERTISING/PRINTING/COP	01.550.4231	9008654567		814	00041
MCCANN INDUSTRIES, INC	55602	1,416.49	*TOTAL					
A/C BELT		16.65	VEHICLE SUPPLIES	01.540.4604	P43403		814	00042
A/C BELT		8.97	VEHICLE SUPPLIES	20.560.4604	P43403		814	00043
MID AMERICAN WATER, INC	57020	25.62	*TOTAL					
BULK SUPPLIES		1,250.00	OPERATING SUPPLIES	20.560.4318	202342A-2		814	00044
BULK SUPPLIES		1,984.20	VEHICLE SUPPLIES	20.560.4604	203104A		814	00045
MOTOROLA SOLUTIONS, INC	58589	3,234.20	*TOTAL					
BATTERIES AND CHARGERS F		1,350.00	MACHINERY & EQUIP	65.590.4430	8281390584	000047	P	814 00046
NAPA AUTO PARTS	59700							
BRAKE PADS		98.09	VEHICLE SUPPLIES	01.540.4604	4343-786268		814	00047
BRAKE PADS		52.81	VEHICLE SUPPLIES	20.560.4604	4343-786268		814	00048
OFFICE DEPOT CREDIT PLAN	63333	150.90	*TOTAL					
PLATES, NAPKINS, SUGAR,		209.22	OPERATING SUPPLIES	01.510.4318	22330603		814	00049
JANITORIAL SUPPLIES		158.90	O & M SUPPLIES-BUILDING	01.514.4320	22330603		814	00050
OFFICE SUPPLIES		57.83	OFFICE SUPPLIES	01.522.4301	22330603		814	00051
OFFICE SUPPLIES		196.01	OFFICE SUPPLIES	01.530.4301	22330603		814	00052
GREEN FILE FOLDERS		76.98	OFFICE SUPPLIES	01.550.4301	22330603		814	00053
PACKET WEBB FORD	68815	698.94	*TOTAL					
LAMP/MIRROR/MOULDINGS		217.37	VEHICLE SUPPLIES	01.540.4604	161524		814	00054
LAMP/MIRROR/MOULDINGS		117.04	VEHICLE SUPPLIES	20.560.4604	161524		814	00055
PETTY CASH - PUBLIC WORK	70271	334.41	*TOTAL					
MEALS/CAR WASHES		325.62	OPERATING SUPPLIES	01.540.4318	06/21/2022		814	00056

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
PETTY CASH - PUBLIC WORK	70271							
MEALS/CAR WASHES		10.50	CONTRACT LABOR-VEHICLES	01.540.4602	06/21/2022		814	00057
MEALS/CAR WASHES		10.50	CONTRACT LABOR - VEHICLE	20.560.4602	06/21/2022		814	00058
		346.62	*TOTAL					
PUBLIC SAFETY DIRECT, IN	72087							
UNIT 82 UPLOAD - INCREAS		9,089.10	MACHINERY & EQUIP	65.590.4430	99594	000060	F	814 00059
RAY O'HERRON CO, INC	63848							
UNIFORMS DILILLO		155.35	UNIFORMS/CLOTHING/EQUIPM	01.532.4317	2201283		814	00060
UNIFORMS PONDEL		43.45	UNIFORMS/CLOTHING/EQUIPM	01.532.4317	2202564		814	00061
		198.80	*TOTAL					
SIGNS NOW	79040							
GREEN VEHICLE STICKER SI		220.00	ADVERTISING/PRINTING/COP	01.512.4231	SN195-60219		814	00062
TAMELING, INC	83155							
TOPSOIL		975.00	OPERATING SUPPLIES	01.540.4318	0167065-IN		814	00063
TOPSOIL		117.00	OPERATING SUPPLIES	01.540.4318	0167475-IN		814	00064
		1,092.00	*TOTAL					
TARNOWSKI/MICHAEL	.03598							
07022021-240 MIDDAUGH SH		250.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/17/2022		814	00065
TELEFLEX LLC	83610							
EX IO NEEDLES		555.17	OPERATING SUPPLIES	01.532.4318	9505615666		814	00066
USABLUEBOOK	88333							
LADDER/SAFETY GLASSES		76.28	UNIFORMS/CLOTHING/EQUIPM	01.540.4317	011817		814	00067
LADDER/SAFETY GLASSES		41.08	UNIFORMS/CLOTHING/EQUIPM	20.560.4317	011817		814	00068
LADDER/SAFETY GLASSES		532.05	MINOR TOOLS & EQUIP	20.560.4322	011817		814	00069
		649.41	*TOTAL					
VULCAN CONSTRUCTION	91132							
STONE		1,404.30	OPERATING SUPPLIES	20.560.4318	32968808		814	00070
W.S. DARLEY & CO	17316							
GLOVES - PROTECTIVE CLOT		493.49	UNIFORMS/CLOTHING/EQUIPM	01.531.4317	17468606		814	00071
WATER PRODUCTS COMPANY	92424							
PARTS INVENTORY		2,431.36	OPERATING SUPPLIES	20.560.4318	0309953		814	00072
PARTS INVENTORY		220.00	OPERATING SUPPLIES	20.560.4318	0309954		814	00073
		2,651.36	*TOTAL					
WIBRIGHT/BRUCE	.03600							
07212021-350 RUBY CONS D		250.00	REFUNDABLE DEP PKY/STR	01.000.2510	06/17/2022		814	00074
		42,337.41	**CLAIMS TOTAL					

ACS FINANCIAL SYSTEM  
06/30/2022 15:40:43

Claims Register

VILLAGE OF CLARENDON HILLS  
GL540R-V08.17 PAGE 4

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
REPORT TOTALS:		42,337.41						

RECORDS PRINTED - 000074

ACS FINANCIAL SYSTEM  
06/30/2022 15:40:43

Claims Register

VILLAGE OF CLARENDON HILLS  
GL060S-V08.17 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	22,171.92
20	WATER FUND	9,726.39
65	CAPITAL PROJECTS/IMPROVEMENT	10,439.10
TOTAL ALL FUNDS		42,337.41

BANK RECAP:

BANK	NAME	DISBURSEMENTS
	CLARENDON HILLS BANK	42,337.41
TOTAL ALL BANKS		42,337.41

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE ..... APPROVED BY .....

.....

.....