



# Weekly REPORTS

October 21, 2022

Manager's Report

[Report 1.](#)

Finance Dept. Report

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Public Works Dept. Report

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Community Dev. Dept. Report

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Police Dept. Report

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Fire Dept. Report

No Report



## VILLAGE CALENDAR

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

**Mon Oct. 24**

[Electronic Waste Pickup](#)

**Mon Oct. 31**

[Trick or Treating](#)

**Mon Nov. 7**

[Downtown Revitalization Project Ribbon Cutting](#)

**Mon Nov. 7**

[Village Board Regular Meeting](#)

**Fri Nov. 11**

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

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** October 21, 2022  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, November 7th at 6:30 p.m. and will continue to offer a virtual option.
- **CY 2023 Budget Meeting** – We are planning to have the meeting for 2023 Budget at 5 p.m. on November 7<sup>th</sup>, before the regular meeting.
- **Public Safety Committee Meeting** – As discussed at the last Board Meeting, we expect to reach out to members to schedule a meeting over the next week or two, but in any case before the November 7<sup>th</sup> meeting.
- **Halloween Walk and After Party** – The next big event in town is scheduled for October 29<sup>th</sup>, starting at 11 a.m. We again expect to have Prospect Avenue closed to promote safety. The Board discussed the Witches' Ride portion, and it was agreed to sanction a shorter route. The organizers have decided to conduct this on the south side of the tracks, rather than the north side as originally considered.
- **Chamber Meeting** – I participated, along with other Village staff members, in the monthly Chamber meeting on Wednesday morning. Routine business was discussed.
- **Board Room Upgrade** – Assistant Manager Creer started meeting with contractors to propose designs and implementation schedules for an upgrade to the A/V in the Village Board Room.
- **E-Waste Pickup** – If you registered with LRS prior to October 19<sup>th</sup> and you're a Clarendon Hills residents who is serviced by Lakeshore Recycling Systems (LRS) don't forget to place the registered electronic waste items at your curb for collection by LRS on Monday, October 24, 2022.
- **Daily Scoop** – Daily Scoop is closing up for the season in about another week, so don't forget to get your ice cream fix!

Great Weekend!

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** October 21, 2022  
**Subject:** Department Report

### 1. 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.

### 2. 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

### 3. 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).  
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 21, 2022  
**Subject:** Weekly Report

1. The trucks were prepared for snow season this week. Spreaders, spinners, and plows were all put on and tested. Repairs were made and plow blades were replaced. Public Works is ready in case there is an unexpected start to the snow season. (I like to think it brought nice weather for the weekend!)
2. Staff met with the snow removal contractor to go over changes in the contract and to ensure we are ready for the upcoming snow season.
3. The patching contractor for the Eastern Avenue Remediation Project was onsite Friday. Additional work will continue next week. They anticipate opening the roadway late next week.
4. Crews removed the banners and barricades for the outdoor dining in the business district.
5. The village mechanic changed oil on Police Department vehicles along with Public Works vehicles and they were taken for state safety checks.
6. The village mechanic aided the Fire Department by replacing a power steering hose that broke on them at Walker School. They were able to drive to public works where the mechanic was able to get a new hose fabricated and installed.
7. Watering of the flowers, trees and some landscaping was accomplished.
8. Public Works crews repaired four curbside service valves (b-box) this week along with repairing a leaking hydrant that was caught by the leak detection survey that was recently completed. Water samples and meter repair appointments, and inspections were also accomplished.
9. Staff has also been dealing with the electrical issues at emergency well # 7. ComEd and high voltage contractors have been struggling with this issue to get the well running again.
10. A meeting was held to layout the ComEd underground wires at the Burlington Water Tower. We had representatives from Verizon and AT&T on site along with a design engineer, but ComEd did not show up for the meeting. Since then, there have been multiple emails made to ComEd and we hope to gain approvals so that final design can be completed and submitted for permitting.
11. Small trees were removed along with some minor tree trimming. Multiple tree stumps have been ground out with restoration scheduled for next week.
12. Crews hauled out construction spoils from our storage yard.



1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5412

## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: October 21, 2022  
RE: Community Development Department Report

### 1. Recent Code Enforcement activities, Inspections and Notices of Violation (NOV)

#### Adjudication hearing results

1 Block of Arthur	Working without a permit	Disp. Closed with compliance
30 Block of S. Prospect Ave.	IPMC violations	1-2 corrected & cont'd to November hearing
100 Block of Byrd Ct.	IPMC violations	1-2 corrected & cont'd to November hearing
400 Block of Ogden	Elevator violation	Disp. Closed with compliance
100 Block of N. Prospect Ave.	IPMC violations	Disp. Closed found liable

### 2. October 20, 2022 Zoning Board of Appeals/Plan Commission meeting

- Case Z507: PUD Preliminary Plan review to permit a Day Care Center at 421 Park Ave in R-1 zoned property (Cont'd from 6/16/22 & 7/21/22)
  - Prior to the meeting, the applicant formally rescinded the above request and the meeting did not occur. With this action, the application is cancelled. If the applicant wishes to apply again, the applicable zoning code process will start over as it would be a new application.

### 3. Fall weather neighborhood and construction site cleanliness

The Community Development Department deals with concerns about cleanliness property and neighborhood cleanliness. Now that Fall and wet weather is upon us, the Dept reminds the community that our neighborhoods' perception is important and proper cleanliness in our neighborhoods and in/around construction sites is vitally important to the entire community.

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

Please remember 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: October 21, 2022  
To: Village Manager Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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**Recent Training, Meetings and Events**

- Assistant Green attended NIBRS (state crime tracking) training.
- Officers are participating in body / car camera roll out training.
- I attended IRMA online training pertaining to cyber security and drone programs.

**Recent events:**

On October 15, 4:35am, officers responded to Rte. 83 for a crash. During the investigation, officers noted the offending driver displayed indica of intoxication. The driver failed the field sobriety tests and was subsequently taken into custody for DUI. His vehicle was administratively towed.

On October 16, 9:05pm, officers stopped a motorist for speeding on Chicago Ave. During the stop, officers discovered the motorist did not have a valid driver's license. The subject was cited and released to a valid driver.

On October 17, 4:05pm, officers spoke with a resident regarding harassing text messages. Pending.

On October 17, 4:45pm, a resident filed a theft report with officers, advising that his rear license plate was stolen.

On October 17, 5:00pm, officers responded to the post office for a disturbance. A customer was upset about not receiving some mail. Officers quelled the situation.

On October 19, 8:58am, officers responded to an apartment at 288 Oxford for a delayed domestic report. Pending.