



# Weekly

## REPORTS

November 4, 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

Report 6.



### VILLAGE CALENDAR

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

**Mon Nov. 7**

[Downtown Revitalization Project Ribbon Cutting](#)

**Mon Nov. 7**

[Village Board Budget Meeting](#)

**Mon Nov. 7**

[Village Board Regular Meeting](#)

**Fri Nov. 11**

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

**Wed Nov. 16**

[Chamber of Commerce Meeting](#)

**Thu Nov. 17**

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

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** November 4, 2022  
**Subject:** Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, November 7<sup>th</sup>. Regular business is expected to begin at about 6:30 p.m. after the budget discussion. A virtual option will continue to be offered.
- **CY 2023 Budget Meeting** – The budget review session with the Village Board is scheduled for 5 p.m. on Monday, November 7<sup>th</sup>, before the regular meeting items.
- **Public Safety Committee Meeting** – The Committee met on Tuesday late afternoon to discuss ambulance billing fees. The consensus was to proceed with the new Medicare billing program through GEMT and to continue working with our neighbors to coordinate billing services. We expect to have more on this soon.
- **DMMC Managers Committee Meeting** – I attended this meeting on Thursday morning. A presentation was made by the DuPage County Health Department regarding the creation of a Central Receiving Center to provide improved behavioral health crisis services. The intent is to support those in need and make it easier for law enforcement to address issues in the community. It is also hoped that this service will help hospitals in the region as well by reducing the burden on emergency rooms. They are seeking letters of support from communities, which we expect to bring forward at an upcoming meeting. Other routine business was discussed.
- **Halloween Walk and After Party-** The event took place on Saturday, October 29<sup>th</sup>. In general, it was a success, the weather was great, kids seemed to have a great time and hundreds of “witches” rode through town. No incidents were reported. Chamber and staff will be discussing ways to improve the event in the future. Amongst other things, there were concerns voiced about the length of time downtown streets were closed.
- **Halloween Trick or Treating** – Trick or Treating of course took place on October 31. Everything went fine and an incredible amount of candy was distributed.
- **Downtown Revitalization Project Ribbon Cutting** – This event is being held this upcoming Monday, November 7<sup>th</sup> at 9 am at the train station. A few comments will be made, and a few key players of this project will be introduced. After this we look forward to walking across the street to the Village Hall Plaza and then the Burlington Plaza to show the whole project.
- **IPBC Operating Committee-** Assistant Village Manager Creer represented the Village on the IPBC (the Village’s Health Insurance Pool) operating committee. The committee reviewed proposals for a new benefit enrollment software vender. Switching venders is expected to save the pool \$400k over the life of the contract and lead to better integration with the Village’s payroll software.

- **AV Room Upgrades-** Staff continues to review a/v options for the Village Board room. Staff is targeting the December meeting to present options to the Village Board.

Have a Great Weekend!



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** November 4, 2022  
**Subject:** Department Report

1. In preparation for the Monday evening budget workshop, a copy of the budget has been made available for public viewing on the Village website. A hard copy is also available in the Village Hall foyer.
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).  
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:** November 4, 2022  
**Subject:** Weekly Report

1. The light circuit adjacent to Eastern Avenue, Ann Street and Park Avenue was returned to service. It had been disconnected to allow for the environmental cleanup to occur.
2. The pump contractor was out this week to replace the floats and sensors for the Park Avenue basin. Additional work is scheduled for later this year to replace the low flow pump which is currently on order.
3. An electrical contractor was at Emergency Well #7 to review the electrical system and provide cleaning and maintenance to some of the parts.
4. The back door at Village Hall was painted.
5. ICC required pedestrian gates and fencing for all four quadrants of the Prospect Avenue Crossing were approved by the ICC and were subsequently submitted to the BNSF RR for their approval. This is the final piece of the larger project that will be installed in 2023.
6. Crews were in Saturday from 10:00 AM until 10:00 PM in support of the Downtown Trick or Treating and the Witches Ride and Post Ride Celebration.
7. Water samples were taken this week.
8. A new fence was installed adjacent to the east side of the train station parking lot.
9. Fence gates were relocated at the Burlington Avenue Water Tower to allow for wire relocations to occur underground.
10. The 60-inch culvert under Harris at Eastern was cleaned and inspected this week. The ends of the culvert are showing some wear, but the center of the culvert pipe appears to be in decent shape for its age. Christopher Burke Engineering will be reviewing the video and offering recommendations to maintain the culvert pipe.
11. A software system was ordered to allow for staff and contractors to have remote access to adjust lighting times at the Train Station.
12. Watering of the flowers, trees and some landscaping was accomplished.
13. Small trees were removed along with some minor tree trimming. Multiple tree stumps have been ground out with restoration scheduled for next week.
14. Crews hauled out construction spoils from our storage yard.



## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Jonathan Mendel, Community Development Director  
DATE: November 4, 2022  
RE: Community Development Department Report

### 1. October 2022 permits update

Permit #	Date	Address	Permit Type	Contractor	Construction Value \$
2022-0223	10/03/22	123 Woodstock	Paver Patio/Walk/Sttop	Western DuPage Landscaping	6,200.00
2022-0224	10/05/22	242 S. Richmond Ave.	Directional Bore ROW	Terrazon Group	16,864.28
2022-0225	10/05/22	252 Ann	Deck	Danube Construction	14,600.00
2022-0226	10/07/22	41 Norfolk	Stoop/Patio/Wall	Grant & Power Landscaping	33,591.00
2022-0227	10/07/22	15 Oxford	RR Driveway & Apron	Dressler Block Concrete	18,700.00
2022-0228	10/07/22	54 Naperville	HVAC	The Air Conditioning Heating Co	9,615.00
2022-0229	10/07/22	238 Middaugh	EV Charger Installation	Kapital Electric	1,495.00
2022-0230	10/11/22	257 S. Prospect Ave	New SF Construction	Cirrus Design Build Inc.	1,500,000.00
2022-0231	10/13/22	433 Naperville	Generator	Oakwood Electric	11,770.22
2022-0232	10/13/22	32 Tuttle	Electrical	Oakwood Electric	3,950.00
2022-0233	10/14/22	404 Hudson	Front Porch	Premier Landscape	18,000.00
2022-0234	10/17/22	64 Rose	Basement Remodel	Chicago Carpenter Guys	50,000.00
2022-0235	10/17/22	68 Rose	RR Driveway/Walk	Mercury Cons.	28,740.00
2022-0236	10/17/22	382 Coventry Ct	Concrete Porch (2)	Mao Concrete	3,200.00
2022-0237	10/17/22	141 N. Prospect	Irrigation System	JRL Lawn Sprinkler	6,800.00
2022-0238	10/17/22	305 Park Ave.	ROW Sewer repair/Concrete Ribbon Repair	Innovative Plumbing	10,000.00
2022-0239	10/17/22	157 Chicago	Irrigation System	JRL Lawn Sprinkler	4,850.00
2022-0240	10/17/22	148 Jane	Irrigation System	JRL Lawn Sprinkler	6,400.00
2022-0241	10/17/22	55 Harris	Irrigation System	JRL Lawn Sprinkler	5,900.00
2022-0242	10/17/22	55 Bonnie	HVAC	The Air Conditioning Heating Co	23,847.00
2022-0243	10/17/22	115 Indian Dr.	EV Charger Installation	Kellenberger Electric	1,600.00
2022-0244	10/17/22	37 Tuttle	Furnace	Perfect Home Services	11,069.00
2022-0245	10/17/22	415 56th St.	Pergola/Grill Station.Fltwork	Wingren	60,000.00
2022-0246	10/18/22	110 Allen Ct.	Deck Replacement	Platinum Decking	31,635.00
2022-0247	10/19/22	1 Arthur	Driveway Expansion-STOP WORK	BY Owner	3,000.00
2022-0248	10/19/22	345 Ruby	HVAC	King HVAC	9,665.00
2022-0249	10/20/22	125 Ann	Alteration & Water Service Upgrade	LaMantia Design & Cons.	95,000.00
2022-0250	10/20/22	100 Park	Parking Lot Resurfacing	By Owner	10,000.00
2022-0251	10/20/22	39 Chestnut	EV Charger Installation	ABS Electric	1,893.00
2022-0252	10/26/22	262 Coe	Deck.Porch	J & Sam LLC	45,000.00
2022-0253	10/20/22	107 Byrd	HVAC	Perfect Home Services	21,000.00
2022-0254	10/21/22	243 N Richmond	Kitchen	Bayren Builders	10,000.00
2022-0255	10/21/22	219 Powell	Patio.Pergola.Wall	King's Landscaping	38,000.00
2022-0256	10/21/22	23 Gilbert	Demo/New SF Construction	Greenside Design	1,200,000.00
2022-0257	10/26/22	209 Middaugh	RR Driveway-No Apron	C&C Asphalt Paving	6,650.00
2022-0258	10/26/22	414 Colfax	Interior Alteration - Kitchen/Bath	Geneva Cabinet Gallery	195,000.00
2022-0259	10/26/22	16 Chestnut	Permeable Patio	CNC Landscapes	14,475.00

Community Development issued the above permits in October 2022. Additionally, the Dept. accepted 28 permit applications for a variety of projects totaling \$1,344,143 of construction value.

## 2. 2022 Jan-Oct permit applications – fee revenues and project values (compared to 2021)

	Permit Type	Oct-2022		CYTD - 2022		Oct-2021		CYTD - 2021	
		Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value
Single Family	Demolition			3	\$ 23,000			4	\$ -
	New	2	\$ 2,700,000	11	\$ 10,002,000			12	\$ 8,770,000
	Addition/Remodel	6	\$ 448,000	187	\$ 6,236,158	10	\$ 161,959	43	\$ 2,378,060
	SF SUBTOTAL	8	\$ 3,148,000	201	\$ 16,261,158	10	\$ 161,959	59	\$ 11,148,060
Multiple Family	Demolition				\$ -				\$ -
	New				\$ -				\$ -
	Addition/Remodel	1	\$ 3,200	10	\$ 418,486			8	\$ 642,316
	MF SUBTOTAL	1	\$ 3,200	10	\$ 418,486		\$ -	8	\$ 642,316
Commercial	Demolition				\$ -				\$ -
	New				\$ -				\$ -
	Addition/Remodel	1	\$ 10,000	21	\$ 1,126,151	4	\$ 46,869	20	\$ 1,623,043
	COM SUBTOTAL	1	\$ 10,000	21	\$ 1,126,151	4	\$ 46,869	20	\$ 1,623,043
	Misc Permits	27	\$ 367,310	27	\$ 367,310			158	\$ 4,245,951
	TOTAL	37	\$ 3,528,510	259	\$ 18,173,105	14	\$ 208,828	245	\$ 17,801,266

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

- |                                |                   |                           |
|--------------------------------|-------------------|---------------------------|
| • 0 block of S. Prospect Ave.  | Sign Provisions   | Sign removed              |
| • 200 block of Burlington Ave. | Inspectional fees | Forwarded to Adjudication |
| • 100 block of Byrd Ct.        | Fence corrected   | Compliance                |
| • 200 block of Coe Rd.         | Backflow issue    | Resolved                  |

## 4. Downtown Property Maintenance

Staff always encourages and reinforces care and proper maintenance of the buildings in our downtown area to continue the positive feedback loop such attention represents for our own community and to our valued visitors.

## 5. 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.

## 6. 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: November 4, 2022  
To: Village Manager Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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

- I attended training regarding the new ETSB issued radios.
- Department members were on hand for the Witches' Ride. The event went well.
- Sgt. Finrock attended a safety meeting at Notre Dame School.
- Officers are completing Court Smart online training.
- This month's Police Law online training pertains to implicit bias and cultural competency.

## **Recent events:**

On October 28, 6:11pm, officers responded to the Post Office for a report of a dog bite. A postal worker was bitten while delivering mail on Ann. Report sent to DuPage Animal Control.

On October 30, 11:09am, officers responded to a residence on Ogden for a possible drug overdose. The subject was transported.

On October 31, 9:09am, officers responded to the station for a theft of mislaid property report. The complainant left her toiletry bag, which contained jewelry, in an Uber. The Uber driver denies having it.

On October 31, 9:45am, officers responded to the business district for a hit and run crash. Officers were able to locate the offending vehicle and identify the driver.

On November 1, 3:05pm, officers spoke with a resident regarding an identity theft. Unknown subjects in Nigeria purchased airline tickets using the victim's credentials.

On November 1, 4:25pm, officers responded to the 300 block of Reserve for a theft report. The complainant advised that unknown subjects stole a package from his front step. Officers canvassed the area with negative results.

## MEMORANDUM

**To: Kevin Barr, Village Manager**  
**From: Brian Leahy, Fire Chief**  
**Date: November 4, 2022, 2022**  
**Subject: Weekly Department Report 2022-28 (3 weeks)**

1. Fire Prevention Bureau Activity.
  - This week Lt. Godek has followed up several construction projects in the village to make sure they are on track.
  - Over the last 3 weeks Lt. Godek has made several inspections and visits to the MyCroft Development on Burlington assisting them with final inspections for fire alarm and sprinkler systems. Lt. Godek is now working with the builder on a few final items that must be completed before a temporary occupancy permit can be given to them.
  - This week Lt. Godek conducted some final inspections for the new English Garden. Follow up inspections will be required before acceptance.
  - Over the past 3 weeks Lt. Godek has conducted twenty (20) Regular Fire/Life Safety Inspections.
2. Training Report:
  - Daily on duty training sessions were conducted.
  - Wednesday, October 19<sup>th</sup>, eighteen (18) firefighters attended weekly suppression training, Pre-plans were done.
  - Wednesday, November 2<sup>nd</sup>, seventeen (17) Firefighters attended weekly suppression training, Master Streams were done.
3. COVID 19 Report:
  - EMS personnel continue to take full PPE precautions during all EMS calls.
4. Emergency Medical Services Report:
  - No report.
5. Clarendon Hills/Hinsdale/Westmont FD sharing of services report:
  - No report
6. Emergency Management Report:
  - No report.
7. Du-Comm Report:
  - No report.
8. Vehicle Maintenance:
  - Ladder 86 experienced another failure last week when a power steering burst disabling the vehicle. With the help of the Public Works mechanic, the vehicle was repaired in 4 hours and placed back into service. Thanks Dan!

- Medic 86r, 2014 Freightliner, our backup ambulance was taken out of service on Monday October 24<sup>th</sup> to have the Turbo Charger replaced. We hope to have the vehicle back in service next week.
9. On Tuesday November 1<sup>st</sup> I attended the Village Public Safety Committee meeting where we discussed the new GEMT ambulance fee rates.
  10. The Fire Department provided one (1) ride to school that was purchased at a silent auction. Ladder 86 and Medic also led the Stonegate and Blackhawk Halloween Parades. The fire department also stood by with an ambulance during the "Witches ride" at Walker School.
  11. On Thursday, October 27<sup>th</sup> Captain Mark Rediehs and I attended the quarterly Village Safety Committee meeting.
  12. During the past 2 weeks, Proxit replaced six (6) old computers in the fire station.
  13. Mutual Aid Calls:
    - None
  14. Fire/Rescue/EMS calls:
    - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills nine (9) times.
    - The Westmont Fire Department responded Automatic Aid to Clarendon Hills six (6) times.
    - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale ten (10) times.
    - The Clarendon Hills Fire Department responded Automatic Aid to Westmont three (3) times.
    - Clarendon Hills Medic 86 responded to four (4) EMS calls in Hinsdale
    - Hinsdale Medic 85 responded to one (1) EMS call in Clarendon Hills.
    - Friday, October 21<sup>st</sup> at 8:46 PM. Medic 86 and Squad 86 responded for a vehicle accident with injuries on Rt. 83 at 55<sup>th</sup> St.
    - Wednesday, October 26<sup>th</sup> at 3:14 PM. Medic 86 and Squad 86 responded for bicycle accident on Chicago Ave. at Richmond Ave.

The Fire Department responded to seventy-two (72) emergency calls in the past three (3) weeks.

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

