



Weekly REPORTS

December 9, 2022

Manager's Report

[Report 1.](#)

Finance Dept. Report

[Report 2.](#)

Public Works Dept. Report

None

Community Dev. Dept. Report

[Report 3.](#)

Police Dept. Report

[Report 4.](#)

Fire Dept. Report

[Report 5.](#)



VILLAGE CALENDAR

See www.clarendonhills.us

Tue Dec. 13

[Joint Review Board Special Meeting - Ogden TIF](#)

Tue Dec. 13

[Joint Review Board Special Meeting - Downtown TIF](#)

Thu Dec. 15

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

Mon Dec. 19

[Village Board Regular Meeting](#)

Wed Dec. 21

[Chamber of Commerce Meeting](#)

MEMORANDUM

To: Village President Austin and Village Board
From: Kevin Barr, Village Manager
Date: December 9, 2022
Subject: Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, December 19th at 6:30 p.m. A virtual option will continue to be offered.
- **Chamber of Commerce's Holiday Walk and Market** – By all accounts the event last Friday was a great success, despite the windy weather. Thank you to all that participated.
- **CY 2023 Budget** – The Village Board approved the Budget at the December 5th Board Meeting. Documents will be posted on the website and paper copies made as needed.
- **ILCMA Training Event** – I participated in a virtual training event over the lunch hour on Tuesday.
- **Website Update** – Staff met with the Village's website vendor CivicPlus to discuss the upcoming website refresh. Staff are continuing the process into the new year to roll out any new features since the last major update in 2015.
- **New Chamber President** – AVM Zach Creer and CD Director Jonathan Mendel met with Gina Pongetti the incoming Chamber President on Wednesday. Staff is looking forward to continuing to work closely with the Chamber and our business community.

Have a Great Weekend!

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: December 9, 2022
Subject: Department Report

1. After passage of the CY2023 Budget and CY2022 Tax Levy on Monday evening by the Village Board of Trustees all appropriate documents were filed yesterday December 8th with the DuPage County Clerk's office.
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, 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

- 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



MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Jonathan Mendel, Community Development Director
DATE: December 9, 2022
RE: Community Development Department Report

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

- 20 Block of Iroquois Dr. Incomplete project – No response from November 18th NOV
- 30 Block of S. Prospect Fire alarm issue – NOV sent
- 300 block of Park Fire alarm issue – NOV sent
- 200 block of Coe Rd. Work w/o permit – NOV sent
- Next Adjudication meeting week of December 12th

2. Economic Development Activities

- Met and discussed several individuals' interest in occupying 200 Park Ave
 - Given the strong location market, interest in available properties in the downtown area is high
- Contacted the new owners of 5-11 S. Prospect Ave building to understand their desire and intent with the partially vacant building
- Contacted an out-of-state grocery company's representative who previously expressed interest in our market as this company has been slowly expanding into Chicagoland

3. 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.

4. Winter weather neighborhood and construction site cleanliness

The Community Development Department deals with concerns about cleanliness property and neighborhood cleanliness. Now that winter 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.

5. 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 for 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: December 9, 2022
To: Village Manager Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

While shopping during this holiday season, please make sure you lock your car and remove all valuables from the passenger compartment. Be aware of your surroundings, and do not let your cell phone distract you. Carry your purse in front of you, or not at all. If you carry a wallet, put it in your front pocket.

Recent Training, Meetings and Events

- Detective Michalek attended firearms / decision making simulator training.
- Officers are participating in Taser recertification training.
- This month's Police Law pertains to officer mental wellness.

Recent events:

On December 2, 4:19pm, officers responded to an apartment in Clarendon Arms for a theft report. Unknown subjects stole a package from the vestibule.

On December 3, 11:08pm, officers responded to the 200 block of Middaugh for a crash involving a vehicle vs. tree. The driver was transported to the hospital for treatment. Once released, the driver was taken into custody for DUI.

On December 6, officers contacted a resident whose car was involved in package thefts occurring in Lake Zurich. Apparently, the resident posted their vehicle on a car sharing app and rented it out to the thieves.

On December 8, 5:37pm, officers spoke with a resident regarding threatening text messages. Advice given.

On December 8, 8:33pm, officers responded to an apartment at 285 N Richmond for a tenant / landlord dispute. Without proper notice, a tenant was evicted from the room they were renting. Advice given.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: December 9, 2022
Subject: Weekly Department Report 2022-31

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.
 - Lt. Godek has completed all 2022 Fire and Life Safety Inspections.
2. Training Report:
 - Wednesday evening, regular fire suppression was conducted with fifteen (15) firefighters present. Hazardous Materials was the topic and was instructed by Lt. Denlinger. This was a classroom and hands on training involving the ERG books, meters and equipment used for fuel spills.
3. COVID 19 Report:
 - EMS personnel continue to take full PPE precautions during all EMS calls. There seems to be a slight uptick in COVID related calls in the past few weeks.
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:
 - On Wednesday morning, I attended the virtual meeting of the Du-Comm Support Services Committee. Several topics were discussed at length which included the proposed new configuration of the 9-1-1 phone systems for Du-Comm and ACDC, Records Management systems, ETSB radio purchases and configurations and discussion for the new Fire VHF backup radio systems.
8. Vehicle Maintenance:
 - No report.
9. With the cold weather upon us, Fire apparatus pumps and plumbing are drained and kept dry to prevent freezing.

10. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills six (6) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale eight (8) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.
- Clarendon Hills Medic 86 responded to six (6) EMS calls in Hinsdale.
- Clarendon Hills Medic 86 responded to one (1) EMS call in the Tri State Fire District.
- Hinsdale Medic 84 responded to three (3) EMS calls in Clarendon Hills. (Multiple calls)
- Friday, December 2nd at 4:18 PM. Ladder 86, Engine 86, Squad 86, Medic 86 and Hinsdale Engine 84 responded to a natural gas leak inside at 409 Hudson Ave.
- Saturday, December 3rd at 11:00 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded to an accident with injuries (car vs. tree) in front of 228 Middaugh Rd.

The Fire Department responded to forty-seven (47) emergency calls during the past week.

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

