



Weekly REPORTS

January 6, 2023

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

Mon Jan. 9

[Police Pension Fund Board of Trustees Meeting](#)

Tue Jan. 10

[Martin Luther King Jr. Day \(Offices open\)](#)

Tue Jan. 17

[Village Board Rescheduled Meeting](#)

Wed Jan. 18

[Chamber of Commerce Meeting](#)

Thu Jan. 19

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

MEMORANDUM

To: Village President Austin and Village Board
From: Kevin Barr, Village Manager
Date: January 6, 2023
Subject: Weekly Report

- **Next Board Meeting** – The next meeting is on Tuesday, January 17th at 6:30 p.m. A virtual option will continue to be offered. The January 3rd meeting was cancelled due to the holiday.
- **DMMC Manager's Committee** - I attended this meeting in Oak Brook on Thursday morning. A presentation was made regarding the status of the MERIT task force. The MERIT group allows DuPage communities to call upon additional, specialized police services to help with major events. Other routine business was discussed including the status of issues regarding the DuPage Water Commission.
- **Christmas Trees** - Lakeshore Recycling Services (LRS) offers free recycling for Christmas Trees during the month of January. All decorations must be removed. Place trees only (no garland accepted) for recycling at the curb with your garbage can. Do not place trees in bags.
- **Downtown Project Reconciliation Meeting** – On Wednesday, staff met to discuss the status of the project and various payout issues. Though there are still issues to be finalized, it appears that we will need to come to the Village Board for at least one more formal approval. This is primarily driven by the long-awaited costs for “flaggers”. These are being run through the contract with John Burns Construction, which will likely cause that contract to go beyond the currently approved amount.
- **Phone System Transfer** - Phone system transfer was completed this week on Wednesday. Everything is fully functional with no downtime. Staff and IT are wrapping up any stray issues.

Enjoy the weekend!



1 N. Prospect Avenue
Clarendon Hills, Illinois 60514
630.286.5415

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: January 6, 2023
Subject: Department Report

1. On Wednesday, Finance Staff met with Village Management and Public works staff to discuss the current open items that remain with the Train Station project. Public works Director McLaughlin was going to reach out to Legat Architects and John Burns construction to get information regarding the completion of the open items.
2. Finance Staff has been working this week on audit prep for the preliminary onsite work with Sikich LLP on January 19th.



452 Park Avenue
Clarendon Hills, Illinois 60514
630.286.4750

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: January 6, 2023
Subject: Weekly Report

1. Water meters were read on January 1.
2. Crews cleared leaves and debris from a number of catch basins as rain was expected throughout the week.
3. Snow had crews out on Thursday morning to salt.
4. Water operators work included collecting monthly samples for lab testing, new meter install appointments, and new service installation inspections.
5. A kickoff meeting was held to prepare a Ground Water Protection Plan as required by the Illinois EPA for aquifer protection for our emergency wells.
6. The mechanic serviced three police cruisers and the new Fire Department ambulance.
7. Crews started to remove Christmas decorations this week. The remainder are set to come down next week.
8. Our engineers have reviewed the water levels at Prospect Park and the ditch line on the west side of Oxford upstream from the ponds. We will be inspecting downstream locations as it seems that the water level in the ponds are slightly higher than the design elevation.

MEMORANDUM

TO: Kevin Barr, Village Manager
 FROM: Jonathan Mendel, Community Development Director
 DATE: January 6, 2023
 RE: Community Development Department Report

1. December 2022 permits update

Permit #	Date	Address	Permit Type	Contractor	Construction Value \$
2022-0273	12/02/22	34 S. Prospect	Car Damage to Building	Nerto's Painting	4,000.00
2022-0274	12/02/22	2 McIntosh	Drainage in ROW	CNC Landscapes	1,250.00
2022-0275	12/02/22	260 Stonegate	Water Service Upgrade	Advanced Plumbing	11,000.00
2022-0276	12/01/22	433 Naperville	EV Charger Installation	RJ Electric	1,900.00
2022-0277	12/12/22	153 Juliet	Foundation Lifting	Establishing Firm Foundations	11,000.00
2022-0278	12/12/22	544 Willowcreek Ct.	Furnace	ARS of Illinois	5,305.00
2022-0279	12/21/22	30 Blodgett	Int. Alt	Regency	38,600.00
2022-0280	12/22/22	441 E. Naperville Rd.	Basement Remodel	Haughton's Cons.	60,000.00
2022-0281	12/29/22	72 Chestnut	Bathroom Remodel	LaMantia Design & Cons.	69,000.00

Community Development issued the above permits in December 2022. Additionally, the Dept. accepted 2 permit applications for a variety of projects totaling \$80,000 of construction value.

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

	Permit Type	Dec-2022		CYTD - 2022		Dec-2021		CYTD - 2021	
		Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value
Single Family	Demolition			3	\$ 23,000			13	\$ 37,800
	New			12	\$ 10,883,549	1	\$ 766,000	13	\$ 8,424,000
	Addition/Remodel	8	\$ 198,055	206	\$ 6,842,180	8	\$ 478,034	31	\$ 1,930,036
	SF SUBTOTAL	8	\$ 198,055	221	\$ 17,748,729	9	\$ 1,244,034	57	\$ 10,391,836
Multiple Family	Demolition				\$ -				\$ -
	New				\$ -				\$ -
	Addition/Remodel			10	\$ 418,486			1	\$ 30,312
	MF SUBTOTAL		\$ -	10	\$ 418,486		\$ -	1	\$ 30,312
Commercial	Demolition				\$ -			1	\$ 6,000
	New			1	\$ 660,000			2	\$ 5,000,000
	Addition/Remodel	1	\$ 4,000	22	\$ 1,130,151	2	\$ 6,900	5	\$ 2,804,853
	COM SUBTOTAL	1	\$ 4,000	23	\$ 1,790,151	2	\$ 6,900	8	\$ 7,810,853
	Misc Permits			27	\$ 367,310			160	\$ 2,655,327
TOTAL		9	\$ 202,055	281	\$ 20,324,676	11	\$ 1,250,934	226	\$ 20,888,327

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 and neighborhood cleanliness

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

5. Winter weather and Downtown customer public parking

With the onset of winter weather, 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: January 6, 2023
To: Village Manager Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent Training, Meetings and Events

- Officers are participating in Safe-T Act roll call training.
- Officers are completing Court Smart online training.

Recent events:

December 30, 11:34am, officers spoke with a resident regarding an alleged sexual assault that occurred in another town. The appropriate jurisdiction was notified.

January 3, 7:54am, officers responded to the train depot for a disturbance. A subject started to act aggressively when requested to stop smoking inside the depot. Once officers arrived, the offending person left without incident.

January 3, 6:37pm, officers responded to the 400 block of Colfax for a crisis intervention. Officers are working with family.

January 4, 2:39am, officers responded to the 5700 block of Holmes for a report of a disturbance. The complainant advised several people were banging on apartment doors and yelling. Officers were unable to locate any such activity.

January 4, 6:50am, officers responded to the 500 block of Willow Creek Ct. for a child custody issue. Officers gave advice.

January 4, 9:25pm, officers responded to a residence on Jackson for a crisis intervention. Officers deescalated the situation.

January 5, 12:36am, officers responded to a residence on Traube for a verbal domestic. The participants agreed to separate for the night.

January 5, 7:51pm, officers responded to the 400 block of Burlington for an assault complaint. The intoxicated boyfriend was punching items throughout the residence. The subject was transported for observation.