



Weekly

REPORTS

May 19, 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

Report 6.



VILLAGE CALENDAR

See www.clarendonhills.us

Thu May 25

Farmers Market

Mon May 29

Offices Closed - Memorial Day

MEMORANDUM

To: Village President Austin and Village Board
From: Kevin Barr, Village Manager
Date: May 19, 2023
Subject: Weekly Report

- **Next Board Meeting** – The next meeting is on Monday, June 5th at 6:30 p.m. A virtual option will NOT be available for elected officials. This Meeting will be the first full meeting with the new Village Board.
- **Tribute to Out-Going Board** – We were happy to participate in a celebration for the out-going members of the Village Board on Monday night. Thank you again to Village President Austin, Village Clerk Tandle and other leaving members of the Board for your service to the community.
- **Board Meeting Procedures** – At the request of Village President Tech, staff is reviewing procedures to see if there are practical things we can do to streamline the process resulting in shorter meetings. We expect to present options at the June 5th meeting which should result in improvements in this area.
- **Community Development Director** – New Director, Ed Cage, began his employment with the Village on May 16th. Ed brings valuable experience, and we look forward to working with him, particularly on economic development matters in the Downtown.
- **Chamber Meeting** – Several staff members participated in the monthly Chamber Meeting at the Village Hall on Wednesday morning. Routine business of the Chamber was discussed.
- **Greg Jordan Day!** - Tuesday, May 16th was Greg Jordan day in honor of his 28 years of volunteer service to the Village. The Village Board paid tribute to him at the Monday Board meeting.
- **Dawn Tandle Day!** – Friday, May 19th is Dawn Tandle day in honor of her 21 years as Village Clerk. The Village Board also acknowledged her at Monday's Board meeting.
- **Farmers Market** - The first Chamber of Commerce Farmers Market was held this Thursday, May 18th from 7 am to 1 pm. It will now be held every Thursday morning in front of the Village Hall. Check out the Chambers website for more information.
- **Cloud Transition-** Due to cloud transition the Village was able to downgrade its active directory and police data base appliance to a lower tier, this will save approximately \$2,500 a year in infrastructure and service fees. Staff expects to make the switch next month.
- **AVM Recruitment-** Job was posted for the Assistant Village Manager/HR Director position on Tuesday. First review of resumes and interviews are expected in two weeks.

Enjoy the weekend!

MEMORANDUM

To: Eric Tech, Village President and Board of Trustees
Kevin Barr, Village Manager

From: Maureen B. Potempa, Finance Director

Date: May 19, 2023

Subject: Department Report

Vehicle Sticker sales commenced on May 1st, and the highly sought-after "Dancin' In The Street" stickers are rapidly selling out. Act swiftly as **only 196 Special Stickers remain!** Secure your sticker today by making a minimum donation of \$10.00 (in addition to the regular sticker price). We are pleased to announce that donations have already reached \$4,065.00. A heartfelt "Thank you" to all the generous residents.



Please find below the prices:

- Passenger Car - \$40
- Motorcycle - \$30
- Seniors (62+) are eligible for a 50% discount (limit one sticker).
- Pet license - \$15.00

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: May 19, 2023
Subject: Weekly Report

1. BNSF RR began work on the Cass Avenue crossing in Westmont today. The official detour is to Fairview in Downers Grove, but additional traffic is anticipated on Prospect. This work is expected to continue for nine days.
2. Mauro Construction completed all water main installation on Burlington and decommissioned the old line this week. Cleanup of the site has begun. Next week, concrete replacement will take place and then asphalt patches will be placed. The complete resurfacing of Burlington will take place later this summer and is dependent on IDOT awarding the contract.
3. Repairs were made to some of the stone base layers at the Gazebo in the Downtown.
4. Intake meters from the DuPage Water Commission were tested this week. All tests came back within expected variances (less than 1%).
5. New plants were watered in the Downtown planters. Additional watering was completed on newly seeded areas. Mowing took place throughout the Village. Additional repairs were performed on tire ruts on effected parkways.
6. A number of JULIE locates, new meter installs, water disconnect and reinstall inspections were performed, and other work requests were completed.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: May 19, 2023
RE: Community Development Department Report

1. **MyCroft Row-** Held a meeting with the prospective developer and builder of Mycroft Phase 2 regarding completing Phase 1 and TIF incentive for Phase 2. It is anticipated that we will have an updated RDA ready for Board review and approval at the June 5th meeting.
2. **Code Enforcement-** Met with the code enforcement staff person to determine approach with complaints.
3. **ZBA/Plan Commission-** Met with the Chair of the ZBA/Plan Commission to determine preferences for packets.
4. **Township Assessor-** Finance and Community Development are in the process of scheduling a meeting with the Township Assessor to make recent and future developments are being evaluated and assessed correctly.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: May 19, 2023
Subject: Weekly Department Report 2023-15

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.
 - Five (5) Fire/Life Safety inspections were conducted this week.
2. Training Report:
 - On Wednesday evening, May 17th. Myself along with Deputy Chief Krupp, Lt. Weil, Lt. Denlinger, and Firefighters Gallagher and Hernandez the COD Fire Academy graduation ceremony for Firefighter Paramedic Bradley Smith. Firefighter Paramedic Brad Smith was chosen as the class Valedictorian who delivered one of the speeches at the ceremony. Attached are a few photos from this event. I would also like to mention that one of our Firefighter Paramedics, Mike DeLillo was the lead instructor at this academy. Congratulations Brad, great job!
 - On Thursday May 18th and Friday May 19th, CHFD on duty personnel attended joint training sessions with the Hinsdale Fire Department at the east Lions Pool parking lot. One more training session like this will be held with Hinsdale next week.
 - Later in late May and early June, Clarendon Hills on duty members will be doing joint training at Advent Hinsdale Hospital over three (3) different days.
 - Next week, Clarendon Hills on duty personnel will be attending joint training with the Tri State Fire Protection District on three (3) different days at the 15-story high rise building located at 6340 Americans Drive in Willowbrook.
 - Clarendon Hills will be hosting the MABAS Division 10 Hazardous Materials training drill on Saturday, May 20, 2023, at the Clarendon Hills Public Works Facility.
3. COVID 19 Report:
 - EMS personnel continue to take full PPE precautions during all EMS calls. COVID related calls have stabilized. Most COVID precautions at Hospitals and other medical facilities have ended. EMT's and Paramedics continue to exercise caution in certain situations.
4. Emergency Medical Services Report:
 - No report.
5. On Monday morning Deputy Chief Krupp and I attended a DuPage ETSB meeting for fire departments on the Fire East talk group to go over procedures for the designating and programming various channels into the new DuPage Starcom radios that will be delivered to us by the end of June.

6. On Wednesday, I met with the Hinsdale Fire Chief and Deputy Chief to coordinate some training issues and also to discuss our new Starcom 21 radios talk group templates. We have a meeting on Monday May 15th with the ETSB in Wheaton to get a better explanation of the new channel configurations. It is planned to have the new mobile and portable radios of all fire agencies in DuPage County by the end of June.
7. Emergency Management Report:
 - No report.
8. Du-Comm Report:
 - No report.
9. Vehicle Maintenance:
 - Medic 86, the 2022 Ford/Horton was taken out of service on Thursday afternoon because of a coolant leak under the hood which we could not locate the source. Medic 86r the 2014 Freightliner/Horton backup ambulance was placed into service until M86 is repaired.
10. Fire/Rescue/EMS calls:
 - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3)) times.
 - The Westmont Fire Department responded Automatic Aid to Clarendon Hills one (1) time.
 - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale four (4) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Westmont one (1) time.
 - Clarendon Hills Medic 86 responded to four (4) EMS calls in Hinsdale.
 - Saturday, May 13th at 12:02 AM. Ladder 86 and Medic 86 responded for a small outside fire located in Hosek Park 333 Harris Ave.
 - Saturday, May 13th at 2:13 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded for an accident with injuries and roll-over on 55th St. at Western Ave.
 - The Fire Department responded to twenty-five (25) emergency calls during the last week.

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







VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: May 19, 2023
To: Village Manager Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent Training, Meetings and Events

- This month's Police Law training covers lawful searches.
- Officer Gerstenkorn attended breath operator training.
- Officers participated in domestic violence victim resource training.

Recent incidents:

May 12, 11:15am, officers responded to a verbal domestic on Concord Ln. Advice given.

May 12, 3:16pm, officers responded to Coventry Ct. for a mental health crisis. The subject in question was transported for evaluation.

May 13, 12:02am, officers responded to Hosek Park for an arson complaint. Unknown subjects lit a garbage can on fire and tipped over a porta potty.

May 13, 8:28am, officers responded to a residence on Lynn Ct. for a verbal domestic. Advice given.

May 14, 10:20pm, officers responded to a business on 55th for a theft of service complaint. The offender ran out on his bar tab. Pending.

May 15, 8:40am, officers received a complaint regarding criminal damage to the basketball hoops at Walker Park. Pending.

May 15, 9:36am, officers stopped a motorist for speeding on Ogden Ave. The driver was untimely taken into custody for driving on a suspended driver's license. He was able to post bond at the station.

May 15, 10:56am, officers spoke with a resident regarding an identity theft. Someone used the complainants' credentials to file for unemployment.

May 15, 3:32pm, officers received an identity theft complaint. The victim advised that someone opened a Verizon account using his credentials.

May 16, 9:16pm, officers responded to the 200 block of Woodstock for a mischievous conduct report. The complainant advised that two male juveniles were kicking his front door then fled to a vehicle waiting in the street. Pending.