



# Weekly REPORTS

July 21, 2023

Manager's Report

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## VILLAGE CALENDAR

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

**Dancin' In The Street Concert**  
July 26, 2023, All Day

[More Details](#)

**Farmers Market**  
July 27, 2023, All Day

[More Details](#)

## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** July 21, 2023  
**Subject:** Weekly Report

- **Next Board Meeting** – Next Board Meeting is August 21<sup>st</sup>.
- **Assistant Village Manager**- The new Assistant Village Manager Mera Johnson started this week. Please take the opportunity to welcome her.
- **Chamber Member Meeting** – Mera Johnson, Ed Cage and I attended the Chamber meeting on Wednesday. Topics included the new developments going on, the new places for eating tax, events and the welcome basket project.
- **55<sup>th</sup> Street Economic Development Corridor**- Ed Cage and I met with a possible consultant for an economic development study on 55<sup>th</sup> street.
- **25 S Prospect**- Ed Cage and I met with a representative of the property owner at 25 S. Prospect. And they submitted a possible TIF request for some building façade and roof work.
- **Farmers Market** - The Chamber of Commerce Farmers Market continues on Thursdays from 7 am to 1 pm. Check out the Chambers website for more information. <https://www.clarendonhillschamber.com/>
- **Dancin' in the Street** - DITS went well with finally the environment cooperating. Looking forward to the remaining three concerts with the rain make up date now set for August 9<sup>th</sup>.
- **Commercial Filming Permit**- We issued a permit for commercial filming at 27 Arthur Ave for next Tuesday, July 25, from 7:00am-9:00pm, 3 box trucks will be parked in the driveway, on the street and in the Community Center parking lot. Residents will be notified per the commercial permit application requirements.

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** July 20, 2023  
**Subject:** Department Report

On Thursday, our Assistant Finance Director, Kari Krzemkowski, had the opportunity to participate in an exclusive Advanced Governmental Accounting Seminar hosted by the Illinois Government Finance Officers Association. This seminar was designed to equip Kari with an advanced understanding of Generally Accepted Accounting Principles (GAAP) in the context of governmental accounting, enabling her to effectively apply these principles to various units of government in Illinois.

Throughout the seminar, Kari engaged in live lectures that not only covered the theoretical aspects of these accounting principles but also emphasized their practical application through interactive learning reinforcement tools. This comprehensive approach ensured that Kari gained the latest knowledge and skills necessary to excel in her role within the Village.

The seminar focused on several essential topics, including:

- In-depth exploration of the accounting and reporting requirements for cash and investments, including the application of risk disclosures pertaining to deposits and investments.
- Application of the reporting entity criteria to different potential component units.
- Advanced comprehension of capital asset accounting and reporting requirements.
- Understanding the standards for accounting and reporting related to debt issues.
- Implementation of recent GASB pronouncements on Leases, Public-Public and Public-Private Partnerships, and Subscription-Based Information Technology Arrangements.

By investing in the professional development of our staff through the IGFOA, the Village is committed to enhancing our financial planning and management practices. Staying current with industry trends and building strong relationships with other finance professionals ensures that we continue to provide the best possible financial services to our community.

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** July 21, 2023  
**Subject:** Weekly Report

1. Crews were in over the weekend to address down limbs from the storm on Friday night. Brush pickup was completed on Monday and Tuesday.
2. A fire hydrant and tree were damaged on Saturday night by a drunk driver leaving the roadway on Middaugh. We replaced the tree and fixed the hydrant with in-house crews.
3. Burlington Avenue Resurfacing started on Thursday with crews saw-cutting at the curbs which will be replaced. The plan is to remove concrete, frame and pour on one side of the street next week and then jump over to the other side the following week.
4. Crews worked on a number of drainage issues this week and then did landscape restoration work from those digs.
5. Summer watering took place twice this week.
6. Staff set up and worked the Dancin' in the Street concert on Wednesday night and then did set up and take down for the Farmers Market on Thursday. The ropes at Burlington Plaza were left up for a workout event on Thursday and for a Tierra Distillery over the weekend.
7. Miscellaneous tree trimming, stump grinding and other work orders were completed.
8. Our landscaper continued to mulch a number of areas in the Downtown and Train Station.
9. A number of JULIE locates, new meter installs, water disconnect and reinstall inspections were performed, and other water related work requests were completed.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: July 21, 2023  
RE: Community Development Department Report

1. **242 Powell Street:** A Plat of Consolidation received recommended approval by the Zoning Board of Appeals/Plan Commission at their regular meeting on 7/20/23. This agenda item will now move onto the Village Board agenda in August for review and approval. The application is for the demolition of one dated single-family residence, remove the lot line and build an addition to the remaining residence on that former lot.
2. **5 S. Prospect Ave:** Staff met with the building manager to discuss the owner's plans for the building. Although the property owner was not present at the meeting, there seems to be a real interest in looking at a few different options at this location. Two of the units are vacant and two have current leases in place, which somewhat complicates the overall discussion.
3. **203 S. Prospect Ave:** The resident and owner of 203 S. Prospect requested staff go and inspect their property and how it is being negatively affected by the construction of the new single-family house at 205 S. Prospect. There have been some excavation 'cave-ins' due to the excessive amount of recent rainfall. This has clearly and negatively affected the neighboring residents' driveway. The builder is aware of the situation and the good news is now the foundation has been poured and backfill is scheduled. This will stabilize the area around the driveway. Moving forward, the builder, via their insurance, will need to remedy the driveway situation for the resident. The Village will make sure that this situation is resolved in a satisfactory manner before the certificate of occupancy is issued for the new residence.
4. **ZBA/PC Meeting Dates:** The ZBA/PC is reviewing whether to move their meetings up to sync better with the Village Board meetings. Currently, the one monthly ZBA/PC meeting falls on the Thursday after the Village Board meeting. Effectively, this makes the applicant wait almost a month, to move forward to the next Village Board meeting agenda. The proposal under discussion is to move the ZBA/PC meeting up to the first Thursday of the month. This will be an improved and efficient process for both residents, business owners and developers who have cases before the ZBA/PC.

# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: July 21, 2023  
To: Village Manager Creer  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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## Recent Training, Meetings and Events

- This month's Police Law online training pertains to DUI laws and enforcement.
- This month's CourtSmart covers civil rights and officer wellness.
- Detective Michalek attended an officer wellness training.
- Assistant Green and Sgt. Finfrock attended NIBRS training.

## Recent incidents:

July 15, 2:26pm, officers responded to the 200 block of Ann for a dog vs. mail carrier. The dog bite was referred to DuPage Animal Control for follow up.

July 16, 1:06am, officers responded to the area of Walnut and Coe for a criminal damage to property report. The complainant advised that three subjects were in the street throwing rocks at the backboard of their basketball net. The subjects ran when confronted by the complainant. Shortly thereafter, the complainant approached and got into an Uber that was waiting to pick up the offenders. The Uber driver drove the homeowner to the new pickup location at which time the complainant was able to chase down one of the offenders. Officers were able to speak with all involved. Charges pending if restitution is not made.

July 16, 1:37am, officers responded to the 200 block of Middaugh for a single vehicle crash. The driver, who was eventually arrested for DUI, drove off the road, hitting a tree and a fire hydrant. Due to this being the second time this year someone drove off the road in this area, staff is looking into ways to further warn drivers about the curve in this stretch of roadway.

July 17, 9:44am, officers responded to the Jewel for a hit and run crash. Officers were able to track down the offender and cite him for failing to report a crash.

July 17, 9:59am, officers responded to the 200 block of Grant for a theft report. The complainant advised that construction materials were stolen from the site. Pending.

July 17, 11:25am, officers responded to the 5700 block of Concord for domestic trouble. Officers gave advice.

July 17, 2:36pm, Detective Michalek responded to Hinsdale to assist with a vehicle vs. pedestrian crash.

July 17, 4:26pm, officers responded to the Clarendon Arms Apartment for a medication overdose. The subject was transported by CHFD.

July 19, 12:53am, officers responded to the 400 block of Commons for a highly intoxicated subject, passed out in the driveway. Upon arrival, officers located the subject and called CHFD for assessment. To the responding officers' surprise, it was learned that the subject came from the Cubs game. By the by, Cubs to lose both games on the South Side next week.

July 19, 9:09am, officers responded to the station for an identity theft report. Unknown offenders used our victim's credentials to file fraudulent tax returns.

July 20, 12:34pm, officers spoke with a resident regarding a theft by deception. After receiving a spoofed Facebook message from a friend about ways to earn \$150,000, our victim sent gift cards to the unscrupulous individuals. Total loss of \$9,000. Pending

## MEMORANDUM

**To:** Zachary Creer, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** July 21, 2023  
**Subject:** Weekly Department Report 2023-20

1. Fire Prevention Bureau Activity.
  - Lt. Godek has been very busy with Fire Prevention/Life Safety Inspections and many other issues related to fire alarms, development projects, etc.
  - Lt. Godek and I are working on updating the fire prevention code for the village. This will take a few months to complete.
2. Training Report:
  - Regular evening training was conducted on Tuesday, July 18th. Firefighters trained using SCBA units.
3. COVID 19 Report:
  - We have transported a few patients to hospitals with COVID 19 during the past week that were severely ill.
4. Emergency Medical Services Report:
  - No report.
5. Emergency Management Report:
  - No report.
6. Du-Comm Report:
  - On Thursday, July 20<sup>th</sup> I attended the meeting of the DuComm Fire Chiefs at DuComm in Wheaton. There was quite a long discussion regarding the new Starcom portables radio problems that have not been issued yet.
7. Vehicle Maintenance:
  - Ladder 86 remains at Wirfs in McHenry since July 6<sup>th</sup>, getting hydraulic repairs and regular annual maintenance.
  - On Wednesday, July 19<sup>th</sup>, Heavy Duty Rescue Squad 86 was out of service most of the day with an electrical problem. We called a mechanic and the vehicle was repaired by 8:00 PM that evening.
8. 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 two (2) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale four (4) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.

- Clarendon Hills Medic 86 responded to one (1) EMS call in Hinsdale.
- Hinsdale Medic 84 responded to one (1) EMS call in Clarendon Hills.
- Friday, July 14<sup>th</sup> at 9:41 PM. Engine 86, Medic 86, Squad 86 and Hinsdale Tower 84 responded to 22 Waverly for a gas leak inside a house.
- Saturday, July 15<sup>th</sup> at 11:06 AM. Engine 86 and Medic 86 responded for Com Ed wire sparking in the rear.
- Saturday, July 15<sup>th</sup> at 2:39 PM. Medic 86 responded to 257 Ann St. for a Postal Worker bitten by a dog.
- Sunday, July 16<sup>th</sup> at 1:26 AM. Medic 86 responded for a person sick at the corner of Walnut and Coe.
- The Fire Department responded to thirty-four (34) emergency calls during the last four (4) weeks.

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

