



Weekly REPORTS

August 25, 2023

Manager's Report

[Report 1.](#)

Finance Dept. Report

[Report 2.](#)

Public Works Dept. Report

[Report 3.](#)

Community Dev. Dept. Report

[Report 3.](#)

Police Dept. Report

[Report 4.](#)

Fire Dept. Report

[Report 5.](#)



VILLAGE CALENDAR

See www.clarendonhills.us

Thu Aug. 31

[Farmers Market](#)

MEMORANDUM

To: Village President Tech and Board of Trustees
From: Zachery Creer, Village Manager
Date: August 25, 2023
Subject: Weekly Report

- **Next Board Meeting** – Next Board Meeting is September 18th at 6:30 PM.
- **Downtown Design Review Commission Meeting** – On Tuesday, September 12th at 7 PM there will be a public meeting held at the Village Hall to share the results of the traffic study completed by Christopher B. Burke Engineering to explore options to simplify downtown traffic flow by potentially closing the southbound leg of Prospect Ave next to the Sloan Triangle to possibly create a plaza space.
- **Mycroft Row**- CD Director Cage and I discussed the project with the General Contractor, who submitted permits on Friday to start construction.
- **DMMC**- I along with local mayors and managers met with Representative Ladsich-Douglass. Topics included continued LGDF funding and unfunded mandates.
- **Oktoberfest** –The event is scheduled for September 9th, from 5 pm to 10 pm. Find out more about the event on the Chamber website <https://www.clarendonhillschamber.com/oktoberfest-2023>
- **Meeting with Park Board President**- I had a morning meeting with the Park Board President Austin and former Village President Austin. We discussed the possibility of Village property south of 55th becoming park property.
- **Farmers Market** - The Chamber of Commerce Farmers Market was canceled on Thursday due to excessive heat but will continue this upcoming Thursday from 7 am to 1 pm. Check out the Chambers website for more information. <https://www.clarendonhillschamber.com/>

MEMORANDUM

To: Zachery Creer, Village Manager
From: Maureen B. Potempa, Finance Director
Date: August 25, 2023
Subject: Department Report

Throughout the course of this week, we initiated what is referred to as the "Budget Season." Various departments undertook the meticulous task of formulating their capital budget requests for the upcoming calendar year, 2024. Working collaboratively, Village Manager Creer and I conducted one-on-one sessions with departmental heads. The purpose of this was to assess the presented proposals and establish the foremost priorities for the impending year.

As we look ahead, our focus in the upcoming week will transition to the assessment of the Operating Budget reviews.



MEMORANDUM

To: Zachary Creer, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: August 25, 2023
Subject: Weekly Report

1. This week the Burlington Avenue Resurfacing Project had crews completing road base patching repairs. The concrete patches near the downtown have cured and the contractor will patch the other side of the street next week. Removals are scheduled for Monday and concrete should be poured the following day. The base layer of asphalt could go in late next week, but most likely the following week.
2. Work on Ann and Byrd had the contractor pouring the concrete ribbons on one side of each street on Monday. That concrete was cured by Friday. They began digging for the new concrete ribbon on the opposite side of the streets on Friday. They plan to pour on Monday and have people back in their driveways on Friday. Once that concrete is poured, they will work to replace some culverts and reshape some ditches. They may grind the existing pavement off late next week or early the following week.
3. Miscellaneous lawn mowing, tree trimming, and other work orders were completed.
4. A number of JULIE locates and new meter installs were completed along with other water-related work requests.

MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: August 25, 2023
RE: Community Development Department Report

1. **153 & 155 Juliet Court:** The Village has recently been notified that both of these problem properties have recently been sold. 153 Juliet Ave is currently listed as uninhabitable and is a tear-down, in my opinion. 155 Juliet is a code enforcement issue because it has weed problems, roofing problems, and other general maintenance issues. Staff is unaware of anything more serious than exterior maintenance issues, at this time.
2. **6 & 8 S. Prospect Ave:** The property owner of these two units on South Prospect is planning to remove a portion of their parapet wall this Fall. This wall has a distinctive curve to it and it will benefit everyone to remove the curving portion. Code enforcement notified the owner, and they are close to signing a contract to perform this remediation work. There will be some scaffolding and some caution tape at this location when the work starts in the Fall.
3. **ZBA/PC Meeting Date Change:** With the Village Board approving the change in ZBA meeting dates, the next ZBA/PC meeting will be held on September 7th. A public hearing on a new application for a Planned Unit Development for Lettuce Sustain Us Farms, LLC, is on the agenda. The applicant is intending to use the Park District's property, by the swimming pool, to locate two cargo containers that will allow the applicant to grow lettuce and leafy greens at this location. Such a PUD application will come to the Village Board, for review, after the ZBA/PC has made a recommendation.
4. **TIF Study:** It is anticipated a proposal from the Ryan Group for a TIF Study will be on the next Village Board agenda. This would be a cornerstone of the economic development plan for the 55th Street and the southern portion of the Village.
5. **Code Enforcement:** The following code enforcement items arose and were addressed by either full compliance or are heading to Adjudication:
 - 100 Block of Prospect, IPMC violations, going to Adjudication.
 - 100 Block of Ogden, tall Grass, going to Adjudication.
 - 300 block of Ruby, vacant home, staff met with neighbors about this demolition project.
 - 400 Block of Naperville, tall grass, compliance reached.
 - 200 Block of Woodstock, home business, staff met with residents about the matter, and they are now moving business out to a properly zoned location.
 - 400 Block of Chicago, IPMC violations, progress is being made for full compliance.
 - 400 Block of Chicago, tree issues, compliance made on trimming trees by sidewalk.

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: August 25, 2023
To: Village Manager Creer
From: Chief P. Dalen
Subject: Weekly Activity Report



School is back in session. Please keep an eye out for children walking or biking to school. Remember, the speed limit in a school zone is 20MPH. Do not pass loading or unloading school buses.

Recent Training, Meetings and Events

- This month's Police Law online training pertains to Miranda and interrogations.
- This month's CourtSmart covers procedural justice.
- Officers Franchetti and Putna were sworn in at the August 21st Village Board meeting.
- Sergeant Leinweber and I attended bail reform training.
- Sergeant Finfrock conducted safety training at Notre Dame School and CHMS.

Recent incidents:

On August 18, 11:23pm, officers responded to the 200 block of Middaugh for a burglary to motor vehicle report. The resident discovered Ring Camera footage showing an unknown subject entering their Unlocked vehicle while it was parked in the driveway. This occurred around 6:00am that morning. Nothing was taken from the vehicle. Pending.

On August 20, 9:09am, officers stopped a Westmont resident for speeding on Rte. 83. The driver did not have a valid driver's license. The driver was issued citations and their vehicle was administratively towed.

On August 21, 1:13pm, officers responded to Steves Park for a report of criminal damage to property. Unknown subjects lit the book-sharing cabinet on fire.

On August 22, 2:00pm, officers arrested a Westmont resident on an outstanding arrest warrant for possession of a controlled substance. They were taken to DuPage County Jail.

On August 23, 12:25am, officers stopped a Chicago resident for speeding on Rte. 83. The driver also had open cannabis in the passenger compartment. The driver was cited for speeding and the open cannabis, which is a Class A misdemeanor, and released.

On August 23, 12:44pm, officers responded to the 10 block of 55th for a computer threat. Advice given.

MEMORANDUM

To: Zachary Creer, Village Manager
From: Brian Leahy, Fire Chief
Date: August 25, 2023
Subject: Weekly Department Report 2023-23

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:
 - Wednesday evening, nineteen (19) firefighters attended regular weekly evening fire suppression training at the station.
3. COVID 19 Report:
 - Ambulances and Hospitals are seeing an uptick of COVID patients in the past week.
4. Emergency Medical Services Report:
 - No report.
5. Emergency Management Report:
 - No report.
6. Du-Comm Report:
 - No report.
7. On Wednesday several members of the fire department met with Pierce Representatives at the fire station for about 7 hours to go over detailed engineering drawings and specifications of the new Engine 86. Last week we all met about Ladder 86. On Tuesday of next week several members of the fire department will be traveling to Pierce Manufacturing in Appleton Wisconsin to meet with their engineers to finalize the detailed specifications, engineering, graphics and drawings for the Ladder truck and pumper. At this time the pumper is scheduled to be completed by April 1, 2024 and the aerial by May 1, 2024.
8. Vehicle Maintenance:
 - Ladder 86 remains at Wirs in McHenry since July 6th getting hydraulic repairs and regular annual maintenance. Parts for a 21-year-old vehicle continue to be a problem. I have been told that all of the needed suspension parts were delivered yesterday and we hope to have the vehicle back in service next week.

9. 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 six (6) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont one (1) time.
- Medic 86 responded to one (1) EMS call in Hinsdale.
- Friday, August 18th at 5:39 AM. Medic 86, Squad 86 and Engine 86 responded for a vehicle accident with injuries on Rt. 83 southbound at 55th St.
- Saturday, August 19th at 7:47 PM. Engine 86, Medic 86, Hinsdale Engine 84 and Medic 84 responded to the area of 55th St. and Rt. 83 for smoke. Investigation revealed a residence in Clarendon Hills was conducting an open burn. Open burning which is prohibited was extinguished.
- Monday, August 21st at 2:50 AM. Engine 86 and Medic 86 responded for ComEd wires down at 27 Mohawk Drive. The wires were down and sparking on a detached garage. Firefighters protected the structure until ComEd arrived.
- Tuesday, August 22nd at 4:12 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded for a school bus accident at Western and Hudson. Upon arrival it was determined a situation for minor concern. Refusals taken for all patients.
- Thursday, August 24th at 6:15 PM. Engine 86 and Medic 86 responded for Com Ed wires down in the rear of 402 Western Ave. The sparking wires down were protected by firefighters until Com Ed arrived.
- The Fire Department responded to thirty (30) emergency calls during the past week.

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

