



Weekly REPORTS

September 15, 2023

Manager's Report

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Finance Dept. Report

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Public Works Dept. Report

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Community Dev. Dept. Report

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Police Dept. Report

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Fire Dept. Report

No Report



VILLAGE CALENDAR

See www.clarendonhills.us

Mon Sep. 18

**Village Board Regular
Meeting**

Thu Sep. 21

Farmers Market

Wed Sep. 20

**Chamber of Commerce
Meeting**

Thu Sep. 28

Farmers Market

MEMORANDUM

To: Village President Tech and Board of Trustees
From: Zachery Creer, Village Manager
Date: September 15, 2023
Subject: Weekly Report

- **Next Board Meeting** – Next Board Meeting is September 18th at 6:30 PM. The Agenda can be found here <https://www.clarendonhills.us/AgendaCenter/>
- **Oktoberfest-** We had a record crowd during Oktoberfest last Saturday. This includes some of the best sales days ever according to our downtown businesses. We debriefed with Chamber Director McDonald on ways to improve for next year, including more portable toilets given the huge crowds. A good time was had by all.
- **IT Annual Meeting-** AVM Johnson and I met with our IT consultant about plans for next year. The major focus is on improving IT Cyber Security given the large number of data breaches nationwide
- **Downtown Design Review Commission Meeting** – On Tuesday, September 12th at 7 PM there was a public meeting to review 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. The Committee recommended sending the project to the Village Board for further review and discussion. This will likely be on the October Village Board Agenda for discussion on next steps.
- **GIS Consortium** - AVM Johnson and Director Cage met with MPG (Municipal GIS Partners) about the possibility of joining the Illinois GIS consortium.
- **Fire Department Open House** - Saturday, October 7th from 11 AM to 2 PM is the Fire Dept Open House. Come see the fire trucks and fire demonstrations at the Fire Station. Enjoy some food, refreshments, and meet our firefighters along with Sparky the Fire Dog!
- **Halloween Walk** –The Chamber event is scheduled for October 28th, 3:30 pm-7:00 pm. Please note that the hours have changed this year.
- **Farmers Market** - The Chamber of Commerce Farmers Market will continue this upcoming Thursday from 7 am to 1 pm here at the Village Hall Plaza. Check out the Chambers website for more information. <https://www.clarendonhillschamber.com/>



1 N. Prospect Avenue
Clarendon Hills, Illinois 60514
630.286.5415

MEMORANDUM

To: Zachery Creer, Village Manager
From: Maureen B. Potempa, Finance Director
Date: September 15, 2023
Subject: Department Report

This week, department heads continue to work on the budget, with a primary focus on departmental highlights and key statistics. Each department has been assigned the responsibility of identifying budget highlights, establishing goals for the upcoming CY2024 budget, and acknowledging the achievements of CY2023.



452 Park Avenue
Clarendon Hills, Illinois 60514
630.286.4750

MEMORANDUM

To: Zachery Creer, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: September 15, 2023
Subject: Weekly Report

1. This week the Burlington Avenue Resurfacing Project had crews grading out the parkways and placing black dirt. There has been a delay in getting sod this week, in part to the rain and also due to the heat breaking and the number of landscape jobs that were waiting for cooler temperatures. The contractor plans to pave on Tuesday, September 19th starting at the business district and working west. Sod will follow.
2. Work on Ann and Byrd had the contractor working adjusting manholes to the correct elevation for paving. Next week, work will begin on Ann Street (Prospect to Eastern) and on Eastern Avenue (Ann to Park). Temporary road closures will take place while some of the work is being completed.
3. Two rounds of water sample testing occurred this week.
4. Set up was completed for the Farmers Market.
5. Cleanup from Oktoberfest wrapped up on Monday.
6. A large number of meter appointments were completed.
7. Miscellaneous lawn mowing, tree stumping, and other work orders were completed.
8. Watering occurred throughout the week.

MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: September 15, 2023
RE: Community Development Department Report

1. **GIS Consortium:** Mera and I had a virtual meeting with the GIS Consortium representative this week. The Consortium represents over 40 communities and provides GIS staff on an hours a week basis. We are expecting a proposal from the Consortium to evaluate if this is even an option to address our Village GIS needs.
2. **DDRC Meeting:** The Downtown Design Review Commission met on Tuesday, September 12th. The following item was on the agenda: Centennial Plaza - Prospect Ave Traffic Study. There was a good and healthy turnout for the meeting on the agenda item and a number of residents and business owners spoke of their concerns, with the proposed Centennial Plaza. A large number of attendees and DDRC members agreed that the proposed raised crosswalk on South Prospect Avenue was a good safety idea. As there is substantial community interest in Centennial Plaza project process, updates on the process/meetings for the interested public, should be made available on the Village website.
3. **Code Enforcement:** The following code enforcement activities occurred this week:
 - 20 block of S. Prospect Ave: Trip hazard observed, sent to Public Works for sidewalk issue.
 - 100 block of Byrd Ct: Working with resident to reach compliance in multiple violations.
 - 5600 block of Western: Working with resident on stormwater issue.
 - Three signs removed at Rte. 83 & 55TH.
 - Two vacant homes on 100 block of Juliet Ct. have been confirmed to be sold and the new owners are starting to clear the sites.
 - 8.2 Numbering on Buildings code was updated.
 - 21.16 Residential sprinkler code is close to being finished for an update.
 - 24.1 Fire Prevention code started making updates to the code and will be done soon.
 - Two homes are getting very close to being demolished.
 - I started working with the Finance Department on our Lien process on problematic properties.
 - Four Fire Inspections have been completed and sent to Finance.
 - Adjudication scheduled for September 20, 2023.
4. **Tracy's Tavern/401 W. 55th Street:** It looks like the former Tracy's tavern is going to be demolished fairly soon. The demolition permit is about to be issued by the Village and the contractor is ready-to-go. This project will remove all structures and the parking lot and will drastically improve the look of this property.

**VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT**



DATE: September 15, 2023
To: Village Manager Creer
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent Training, Meetings and Events

- This month's Police Law online training pertains to Supreme Court Rulings.
- This month's CourtSmart covers Law Updates and Human Rights.
- Officers participated in school response preparedness roll call training.
- Sergeant Finfrock organized and taught at a multijurisdictional drone training event. Several CHPD officers attended.

Recent incidents:

September 8, 8:47am, officers spoke with a resident regarding threatening texts they are receiving. Officers worked with other jurisdictions to resolve the matter.

September 8, 9:07pm, officers responded to the 5500 block of Barclay for a verbal domestic. Officers offered advice.

September 8, 11:24pm, officers stopped a subject for driving with revoked registration. The driver was cited and released.

September 10, 8:27pm, officers responded to 285 N Richmond for a loud party in the parking lot. Officers advised the subjects to turn down the noise.

September 11, 12:03am, officers responded to Jewel Foods for a suspicious person. Management advised that a subject attempted to purchase food and the payment was declined. At that point, the subject suggested that they pay with "honor". Subsequently, they started to eat the food they attempted to purchase. The subject left the store without incident after officers served a trespass notice.

September 11, 8:30am, officers responded to an apartment at 500 Chase for a neighbor dispute. The offending neighbor was pouring wastewater from their second-floor balcony onto the patio below. Officers offered advice.

September 11, 12:43am, officers responded to 285 N. Richmond for a disturbance in the parking lot. Turned out to be several subject drinking and being loud. The subjects agreed to quiet down.

September 11, 12:53am, officers responded to a neighboring town to assist with a disturbance.

September 13, 11:40pm, officers stopped a Chicago resident on Ogden Ave. for driving while their driver's license was suspended for DUI. The driver was placed into custody and charged with the offense. The vehicle was towed.

September 14, 9:29am, a pedestrian found what appeared to be a suicide note and alerted officers. Officers were able to locate family members of the author, who advised that the note was written 15 years prior and was recently thrown away while cleaning a hoarder house in Downers Grove. The note must have flown out of the garbage truck.

September 14, 12:56pm, officers responded to Hinsdale to help search for a suspect wanted for an armed robbery that occurred in Addison. Sgt. Finfrock was able to deploy our drone. Officers were in contact with the schools during this situation.