



Weekly

REPORTS

June 21, 2024

Manager's Report

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Finance Dept. Report

Report 2.

Public Works Dept. Report

Report 3.

Community Dev. Dept. Report

Report 4.

Police Dept. Report

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Public Safety Director

Report 7.



VILLAGE *of* CLARENDON HILLS

VILLAGE CALENDAR

See www.clarendonhills.us

- Wed. June 26 Dancin' In The Street 7-9PM
- Thu. June 27. Farmers Market 7AM-1PM



MEMORANDUM

To: Village President Tech and Board of Trustees
From: Zachery Creer, Village Manager
Date: June 21, 2024
Subject: Weekly Report

- **Next Board Meeting** – The next Board Meeting is Monday, July 15th at 6:30 PM at the Village Hall.
- **Annual Financial Report meeting with Village Auditor-** Director Potempa, Trustee DeAngelis and I met with our Audit Firm Sikich to review 2023 financial reports. Overall, the Village financial position continues to improve year over year even while reducing revenues by eliminating the vehicle sticker program and taking property tax levy rates below the rate of inflation and tax cap. Village staff is focused on keeping a lid on expenses while finding ways to generate additional revenue from sources other than our property owners.

We reviewed the Village Downtown TIF, which is showing increasing revenue growth ahead of projections as new projects come online. Despite currently standing in a deficit position (borrowing from the Village capital funds), the Village projects the deficit would be remediated over the next few years absent any future development or growth, just from currently flowing revenues. The Village's successful Ogden TIF, which replaced a problem motel with the Infiniti Car Dealer, took a number of years to reach a surplus position as well. This is common for most TIFs as revenues often lag initial capital improvements.

- **Monday Night's Board Meeting Agenda** - We had a large agenda (available here: <https://www.clarendonhills.us/AgendaCenter/ViewFile/Agenda/06172024-681>) all items passed. A large portion of the meeting was spent discussing the 104 Walker development as members of the public came forward with comments during the public comments section of the agenda.

- **Job Opening-** The Public Works Department has an opening for Maintenance Worker I. For more information and to apply visit the Village website at <https://www.clarendonhills.us/202/Employment-Opportunities>
- **Fire Chief Interviews-** We had a final first round interview this week and are looking at scheduling second interviews.
- **Chamber All Member Meeting** – AVM Johnson, Director Cage and I attended the all-member chamber meeting on Wednesday!
- **Daisy Days** – We had one of our busiest Daisy Days ever by multiple measures. Thank you to the Chamber of Commerce, particularly Shannon McDonald, Chamber Director and Jackie Sander, Chamber President for putting together a fantastic event. Thank you also to Public Works, Police and Fire for their extra support during the weekend.
- **Daisy Days Centennial Additions** - The Historical Society presented plaques to centennial homes owners on Saturday at Village Hall. The Centennial documentary debuted as well. Thank you to the Historical Society for all their hard work with celebrating the Centennial. The documentary will be shown at Heritage Hall, 50 Sheridan Ave on July 16, 5:30 and 7:00 p.m.
- **Daisy Dash** – Despite the heat, Daisy Dash continued its tradition as a family friendly 5k on Sunday. Thank you to the Daisy Dash Committee for organizing the event as well as our Public Works and Public Safety staff for setting up and maintaining the route.
- **Outdoor Dining-** Staff received 4 different concepts (1 from a contract, 2 unsolicited from local architects, and one from staff) on outdoor dining and streetscape improvements. These are under review by Village staff and Trustees to refine into a plan to be reviewed by businesses and ultimately the downtown design review and Village Board in a public forum.
- **AT&T Utility Work-** Village staff received a number of complaints from concerned residents regarding the utility work being performed in the Stonegate neighborhood by an AT&T subcontractor to expand their fiber network. Police have been monitoring the parking and traffic situation, and our public works department has been actively meeting with residents regarding construction in backyard easements and parkways. Ultimately, AT&T has a right to do this work under their state franchise, however, the Village



is trying to work with them to lower the disruption on residents. Restoration of landscaping is to occur 10 days after the completion of the entire project, per Village code.

Given the large number of telecoms looking to do work in town over the next couple of years, staff is reviewing ways it can better interface with utilities and residents to make these projects run more smoothly.

- **Pedestrian Crossing Gates** – Additional pedestrian crossing improvements at the Prospect crossing required by the ICC (Illinois Commerce Commission) were installed this week.



MEMORANDUM

To: Zachery Creer, Village Manager
From: Maureen B. Potempa, Finance Director
Date: June 21, 2024
Subject: Department Report

1. This week, our accountant, Chandler, attended the Illinois Government Finance Office Association Utility Billing seminar. The seminar featured discussions and shared strategies focused on enhancing customer service, implementing cybersecurity measures to reduce risk, and ensuring legal compliance. Chandler also participated in roundtable discussions on payment collection, providing valuable insights and practical solutions.
2. This is a friendly reminder that any outstanding water bill payments must be received by June 25 to avoid additional fees or service disruption.

MEMORANDUM

To: Zachery Creer, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: June 21, 2024
Subject: Weekly Report

1. Another successful Daisy Days was supported. Work was completed to prepare for Daisy Days and the Daisy Dash. Beds were mulched, a tree grate was adjusted to eliminate a tripping hazard, plants were watered. Tables and chairs were brought from storage. The beer trailer was serviced and cleaned. The generator was brought from storage and received maintenance to be ready for the festivities. Barricades were placed and tents set up. The events were staffed and cleanup occurred on Sunday and Monday of this week.
2. Staff oversaw the installation of new fences to guide pedestrians to the proper locations to cross the tracks at Prospect Avenue. These fences were required by the Illinois Commerce Commission which oversees the crossing.
3. A culvert was replaced at Coe and Naperville roads. AT&T will have their contractor pour new sidewalk in that location.
4. ComEd installed a new power drop at Burlington Plaza. We are still waiting for ComEd to energize the meter.
5. We continue to water new trees and other landscaping.
6. Two culverts were replaced as homeowners were replacing their driveways in Blackhawk Heights.
7. Crews set up for the Farmers Market on Thursday.
8. A number of JULIE locates were completed.
9. Water samples were collected and taken to the lab.

MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: June 21, 2024
RE: Community Development Department Report

1. **Meeting**: Staff met property owners on Burlington Avenue about applying for a possible setback variance.
2. **Code Enforcement**: The following code enforcement activities occurred this week:
 - Staff met with a business owner about a few IPMC violations.
 - New business sign put up in the downtown district.
 - Notices went out to seven businesses that are missing current 2024 business licenses. This is a joint project with Building Department.
 - Staff spoke with FSCI regarding a new building code question.
 - Adjudication was held on Wednesday for several property cases.
 - North side construction sites visited.
 - Staff spoke with builder about various issues with neighboring property.
 - 200 Block of Oxford, multiple violations found, violation notice sent.
 - 100 block of Ogden, multiple violations found, violation notice sent.
3. **Chamber Meeting**: Staff attended the Chamber of Commerce meeting and provided the Village update on new business and new developments.
4. **Administrative Adjudication**: Staff along with Acting Chief Godek, attended the regular adjudication hearing. This was in relation to grading and flooding concerns along Western Avenue.

To: Village Manager Creer
From: Chief E. Leinweber
Date: June 21, 2024
Subject: Weekly Activity Report



Recent Training, Meetings and Events:

- The department has been conducting in-house tabletop scenario training.
- Sgt Finrock attended a D-181 planning meeting.
- Sgt Finrock responded with the CHPD drone to a MERIT callout for a fatal crash in unincorporated Willowbrook.
- Planning is underway for this year's fireworks show hosted by the Hinsdale Golf Club.

Recent incidents:

June 14, 1:28pm, officers responded to a residence on Chicago Ave regarding a domestic issue. A subject showed up unannounced to the residence and was asked to leave and not return. Advice and assistance was provided.

June 16, 3:14am, officers responded to a residence on Chase Dr for a domestic battery complaint. On arrival officers spoke with two subjects in a dating relationship who sustained injuries from a physical altercation. After some investigation, the aggressor party was arrested for domestic battery and transported to the DuPage County Jail. The other subject was transported to the hospital due to injuries.

June 16, 9:47pm, officers responded to the two hundred block of Woodstock Ave for the report of an intoxicated subject. The subject was located by officers on scene and transported to the hospital for medical evaluation.

June 17, 7:13pm, officers responded to a residence on Forest Hill Dr for a domestic related issue. Upon arrival, officers spoke with the two parties involved who are related and live together. A verbal argument was reported by one of the parties. Both were given advice and resource information to assist in finding a solution to their living arrangements.

June 18, 5:38pm, officers responded to a residence in Blackhawk Heights for a delayed battery report. The caller advised they had an argument with their dating partner and the partner's roommate over a missing cell phone. The caller alleges their arm was battered as a result of the argument. Patrol is conducting further investigation.

June 19, 10:16pm, a vehicle traveling w/b on Ogden Ave near Rte 83 was observed to have a registration violation. Upon stopping the vehicle, officers spoke with the driver and learned they did not possess a

valid driver's license. The driver was cited for suspended registration, no valid driver's license and released from the scene.

June 20, 4:31pm, officers assisted Downers Grove PD with attempting to locate a subject with ties to Clarendon Hills who was having a mental health issue. The subject was located on Oxford Ave and transported to the hospital for evaluation.



MEMORANDUM

To: Zachery Creer, Village Manager
From: Dave Godek, Acting Fire Chief
Date: June 21, 2024
Subject: Weekly Department Report 2024-24

1. Fire Prevention Bureau Activity.
 - I conducted one residential sprinkler inspection.
 - I met with a business owner about new a new location.
 - Five inspections were completed this week.
2. Training Report:
 - 8 Members participated in a fire response drill at an acquired structure on Wednesday.
 - Joint training was conducted with Hinsdale FD on Thursday day shift with engine pumping.
 - On July 1st we will conduct another training meeting.
3. Station Report:
 - The garage door at the station was repaired as it was out of track and the remainder of the work was finished on Wednesday with a new spring sleeve to hold door spring better.
4. Emergency Medical Services Report:
 - New EMS equipment arrived and was put into stock.
5. Emergency Management Report:
 - We started a trial evaluation on the new Starcom radios, and they will go back to DuPage ETSB once completed.
6. Du-Comm Report:
 - Nothing to report this week.

7. Public Education:

- We submitted the paperwork to attend the Touch a Truck with the Park District in July.

8. Vehicle Maintenance:

- New Engine 86 arrived at our Dealer in Aurora on Wednesday, and they are prepping the vehicle for delivery.

9. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale five (5) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont zero (0) times.
- Tri-State Fire Protection District responded Automatic Aid to Clarendon Hills zero (0) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Tri-State Fire Protection District zero (0) times.
- The Fire Department responded to twenty-one (21) emergency calls at the time of the report.
- Run statistics for the week at this point are Fire 35 % and EMS 45 %

10. Sharing of Services:

- Ongoing automatic aid daily.
- Sharing of Services meeting with Hinsdale was held on Wednesday to discuss various items of sharing and we moved to additional upcoming meetings .



VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: June 21, 2024
To: Village Manager Creer
From: P. Dalen, Public Safety Director
Subject: Weekly Activity Report



Meetings and Events

- Staff interviewed an additional fire chief candidate this week.
- Several Lexipol policies have been distributed to fire personnel for acknowledgement.
- AC Godek, DC Krupp and I continue to work on policy.
- Staff met to discuss the upcoming 100-year celebration concert.
- Fire personnel conducted simulated fire response training at a teardown house on Oxford.
- Staff has plans to tour a fire facility that was recently constructed by Holladay Construction.