



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

February 28, 2019

A. Management Reports

- 1. Manager's Notes - See weekly report**
- 2. Finance Department - See weekly report**
- 3. Public Works Department - See weekly report**
- 4. Community Development Department – No weekly report**
- 5. Police Department - See weekly report**
- 6. Fire Department - See weekly report**

B. Calendar

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager *ksb*
Date: February 28, 2019
Subject: Weekly Report

1. **Chestnut Alley** – We are continuing to work with residents to see how we might move forward with this project. We have plans to meet with one or two residents on Friday morning.
2. **Forum re: Cannabis Legislation** – Village President Austin and I attended an event at Harper College regarding the potential impacts of legalized marijuana legislation. The event was informative and provided some early information on how the rules may impact us and action the Village may be asked to take. This could include zoning or other regulatory actions. There will be more to come which we will keep you advised of.
3. **Table Top Exercise** – Assistant to the Manager Nickell and I attended an emergency exercise held at our police department on Thursday morning. Police and Fire Departments from Clarendon Hills, Hinsdale and Western Springs attended, along with school district and parochial school representatives. DuPage County emergency management personnel presented the event which covered a possible school incident. It was an excellent event which highlighted the substantial preparation which has already occurred, and areas that could perhaps be improved. Thanks to the organizers, including our Deputy Fire Chief Krupp, for their efforts.
4. **GFOA/CAFR Award** – The Finance report provides details on the annual award. I wanted to thank Finance Director Potempa and her staff for the hard work involved, with special thanks to Assistant Finance Director Kim Swiderek for her hard work in keeping our books in order.
5. **Recruitment Efforts** – Finance Director Potempa and Assistant to the Manager Nickell held interviews for the part-time Fiscal Assistant opening. They believe the process will be coming to a close very soon.

Have a good weekend.

MEMORANDUM

To: Village President Austin and Board Trustees
From: Maureen B. Potempa, Finance Director
Date: February 28, 2019
Subject: Weekly Report

1. Government Finance Officers Association: On Wednesday I received notification from the GFOA that the Village of Clarendon Hills received the Certificate of Achievement for Excellence in Financial Reporting for the calendar year end 2017 Comprehensive Annual Financial Report (CAFR).

According to the GFOA's press release the award, "The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The CAFR was judged by an impartial panel to meet the high standards of the program. The standards include demonstrating a "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: February 28, 2019
Subject: Weekly Report

1. This week's safety talk was on Common Safety Mistakes.
2. Crews were in on Sunday morning to pump out water from the Chestnut Alley.
3. Safety improvements were completed at the Park Avenue Water Tower.
4. 100 tons of additional salt was delivered this week.
5. Meter reading occurred on Thursday.
6. I attended the Transportation Committee meeting at DuPage Mayors and Managers Conference.
7. Planning work continued for the Downtown Revitalization Project.
8. A contractor was called in to repair one of the furnaces at Village Hall.
9. A coordination meeting was held to go over timing and logistics with the water main contractor.
10. Sign work continued in support of this Summer's Road Program.
11. I worked on getting up to speed on painting the Burlington Water Tower this year. There are six different antennas on the tower and so it is an effort to work on coordinating to get them temporary options to continue providing services.
12. We will be collecting the older garbage cans in the Downtown for painting next week.

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: February 28, 2019
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent events and training:

- Sergeants Porter, Shirley, Finfrock and I participated in an Emergency Operations Center table top training event that was facilitated by CHFD. In attendance were personnel from area police and fire as well as Dist. 181 and Dist. 86.
- Sergeant Shirley attended FIAT training.
- Officer Storino attended Juvenile Officer training
- Officers are receiving Narcan refresher training.

Significant traffic and criminal activity during the period February 22, 2019 through February 28, 2019.

On February 22, 6:55pm, officers responded to the 400 block of Commons for a domestic trouble call. Officers assisted in relocating one of the involved parties for the night.

On February 22, 9:53pm, officers stopped a Hillside resident for speeding and driving on an invalidated driver's license. The driver was cited and released on a reconnaissance bond. A valid driver drove the car from the scene.

On February 23, 8:22am, officers stopped a Chicago resident for speeding on Rte. 83. The driver was found to have a suspended driver's license. The driver was taken to the station to post bond and his car was administratively towed.

On February 23, 6:17pm, officers responded to the 400 block of Commons for a suspicious circumstances call. The resident found the front door open and items missing from the home. Pending.

On February 24, 12:36am, officers responded to the ten block of Blodgett for a residential burglary. The victim advised an unknown subject entered their home and stole various items. There was no forced entry involved. Officers canvasses the neighborhood with negative results. Pending.

On February 24, 2:20am, officers responded to the ten block of Oxford for a domestic. Once on scene, officers discovered one of the parties, fearing arrest, armed themselves with a knife. Officers were able to deescalate the situation and have the subject transported for evaluation.

On February 25, 10:47am, officers took a delayed report of domestic battery that occurred in an apartment at 285 N. Richmond. Pending.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: March 1, 2019
Subject: Weekly Department Report 2019-06

1. Fire Prevention Bureau Activity during the past week.
 - Eight (8) Fire Prevention Life Safety Inspections were completed.
2. Training Report:
 - Wednesday evening, thirty (30) firefighters participated in weekly fire suppression training.
3. Emergency Medical Services Report:
 - All village owned AED's were checked and re-certified by a 3rd party vendor last week. This is done annually each February.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
5. Emergency Management Report:
 - On Thursday morning, a disaster table top exercise was conducted in the EOC located at the Clarendon Hills Police Department. Representatives of village departments from Clarendon Hills, Hinsdale and Western Springs were in attendance. Also area school districts participated also.
6. Du-Comm Report:
 - On Wednesday morning I attended the monthly DuComm Executive Committee meeting.
7. This week ten (10) replacement insulated windows were replaced at the fire station.

8. Incidents of Interest:

- Wednesday, February 27th at 1:01 AM. Medic 86, Squad 86 and Hinsdale Engine 84 responded for an accident with injuries on Chicago Ave. at Woodstock Ave.

9. Mutual Aid Calls:

- Medic 86 responded to assist Westmont on 2 EMS calls.

10. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale four (4) times.
- The fire department responded to twenty two (22) emergency calls in the last week.

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



March 2019

Su	M	Tu	W	Th	F	Sa
24	25	26	27	28	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Village Calendar**Village Board Regular Scheduled Meeting**

March 4, 2019, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Village Board Regular Scheduled Meeting

March 18, 2019, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Meeting

March 20, 2019, 9:00 AM @ Board Room

[More Details](#)

Zoning Board of Appeals and Planing Commission**(ZBA/PC) Meeting**

March 21, 2019, 7:30 PM @ Board Room

[More Details](#)

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