



## **VILLAGE OF CLARENDON HILLS MANAGER'S REPORT**

**May 3, 2019**

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**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: May 3, 2019  
Subject: Weekly Report

1. **Du-Comm Meeting** – On Tuesday Chief Leahy and I attended the Du-Comm Board of Directors meeting. Normal business was conducted.
2. **2019 Road Program Review Issues** – The Village Attorney continues to review the petitions received. He does not expect to have any new information for us in time for the Board Meeting on Monday but will provide updates when we have them.
3. **Public Services Committee Meeting** – As a reminder, prior to the Board Meeting Monday night, we will have a Public Services Committee meeting at 5:45 PM to discuss the Chestnut Alley project.

***Have a great weekend!***

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** May 3, 2019  
**Subject:** Department Report

1. On Monday April 29<sup>th</sup> the fieldwork portion of the CY2018 Audit with Sikich LLP began, after a week of testing and examination the audit is near completion. Thursday afternoon I along with Kimberly Swiderek met with management from Sikich for the fieldwork exit conference and was informed that audit went extremely well and the Village will be receiving an Unqualified Opinion which is the highest issued opinion the auditors can issue.

I would like to extend a special thank you to Kimberly Swiderek for all her hard work which contributed to such a successful and smooth audit... I would also like to thank all of the department heads and staff here at Village Hall.

2. Wednesday morning Vehicle Sticker Sales commenced, new this year is the option to purchase a special Dancin' In The Street sticker for an additional donation. I am thrilled to report that the Dancin' In The Street sticker has been a huge hit for residents. Also new this year the village opted to send Vehicle Sticker renewal forms to each household, the envelope also stated Vehicle Information was enclosed. This change was in response to residents reporting that they didn't know when the stickers were due. Previously the renewal form was enclosed with the water bill. Many residents now receive their bills on-line and or have the payment directly deposited. We hope this change results in more residents purchasing their stickers prior to the due date/price increase. Stickers are valid from July 1<sup>st</sup> to June 30<sup>th</sup> so remind your neighbors to purchase their sticker before July 1<sup>st</sup>.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** May 2, 2019  
**Subject:** Weekly Report

1. Our safety topic this week was the safe fuel handling practices.
2. It was a very rainy week for Public Works. Crews pumped out the Chestnut Street Alley on several occasions. We responded to a handful of locations that were having rainwater challenges. Due to the rain, our contractor made limited progress installing water services to the new water main.
3. A coordination meeting was held with cellular companies and emergency services to plan for the painting of the water tower on Burlington later this year. Antennas will have to be relocated to temporary poles in order for the contractor to paint the tower. This will take some time as engineers have to determine the radio frequency issues with the antennas having to transmit correctly as part of each carriers' larger network.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: May 2, 2019

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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### Recent events and training:

- Vehicle stickers available to purchase at the Police Station and Village Hall. Residents are asked to purchase their stickers before June 30<sup>th</sup>.
- Detective Robak attended a training class on street drug trends.
- Officer Storino attended a training class concerning drugs in schools.
- Officers completed Court Smart on line training.
- The Department is currently participating in the Illinois Law Enforcement Torch Run fundraising campaign. All donations we collect help support The Special Olympics Illinois. Stop by the station to donate or purchase Torch Run apparel.



### Significant traffic and criminal activity during the period April 26, 2019 through May 2, 2019.

On April 26, 1:47am, officers responded to the 400 block of Commons Circle for a domestic trouble. The parties agreed to separate for the night.

On April 26, 2:07pm, officers responded to the 200 block of Ann for an identity theft. Officers assisted the victim.

On April 26, 10:28pm, officers stopped a local juvenile for speeding and disobeying a stop sign. During the stop, officers noted indicia of alcohol consumption. Officers are working with the juvenile and parents.

On April 28, 7:35pm, officers responded to the 10 block of Chestnut for a domestic dispute. One of the parties left for the night.

On April 29, 1:59am, officers responded to the 5600 block of Holmes for a drug overdose. Officers located the unresponsive subject outside of a residence and administered Narcan, reviving the subject. CHFD transported the subject to the hospital.

On April 29, 1:11pm, officers responded to an apartment on 58th for a domestic battery report. The offender was taken into custody, charged and transported to DuPage County Jail.

On April 30, 4:04pm, officers spoke with a resident at the station in reference to an identity theft. Pending.

**MEMORANDUM**

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** May 3, 2019  
**Subject:** Weekly Department Report 2019-13

1. Fire Prevention Bureau Activity during the past week.
  - Eleven (11) Fire Prevention Life Safety Inspections were completed.
2. Training Report:
  - Twenty one firefighters attended fire suppression training on Wednesday, May 1st. Vehicle equipment orientation and operations were conducted.
3. Emergency Medical Services Report:
  - No report.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - No report.
6. Du-Comm Report:
  - On Tuesday, Manager Barr and I attended the quarterly meeting of the DuComm Board of Directors. Normal business was conducted.
  - On Wednesday I attended the monthly meeting of the DuComm Support Services Committee. At this meeting updates were presented on several projects including the new County Wide CAD system that will go live on June 17<sup>th</sup>, The fire station alerting systems that will go live in September, the reprogramming of all police radios that will be completed in the next 30 days and the update on the completion of all of the Police 800 Mhz backup radio systems. Lots of questions were asked by attending members.
7. Vehicle maintenance:
  - Vehicle maintenance punch list items are being created for annual preventive maintenance of all fire apparatus that will occur in July.
8. On Thursday an onsite meeting was conducted at the Burlington Water tower with DuComm and all of the cellular companies to move off the tower for painting. I also participated in a conference call regarding this on Thursday. There will be a conference call on every Thursday afternoon until the tank work is completed.

9. Incidents of Interest:

- On Sunday, April 28<sup>th</sup> at 6:48 PM, Medic 86, Squad 86 and Hinsdale Engine 84 responded for an accident with injuries on 55<sup>th</sup> St. at Clarendon Hills Rd. One (1) patient transported to a local hospital.
- On Friday, May 3<sup>rd</sup> at 9:57 AM, Medic 86 paramedics responded to a house in the 300 block of Harris Ave. for a cardiac patient in full arrest. Paramedics on the scene were able to revive the patient using their ALS equipment and medications and the patient was delivered to a local hospital stabilized. Great job by our highly skilled paramedics, Bobbie Bowen, Mike Beckley, Ryan Lange and Dave Godek. Thanks guys.

10. Mutual Aid Calls:

- Clarendon Hills Engine 86 responded to assist the Westmont Fire Department one (1) time.
- Medic 86 responded to assist the Westmont Fire Department one (1) time.
- Medic 86 responded to assist the Westmont Fire Department one (1) time.

11. 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 seven (7) times.
- The fire department responded to twenty two (22) emergency calls.

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





**May 2019**

Su	M	Tu	W	Th	F	Sa
28	29	30	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

**Village Calendar****Public Services Committee Meeting****May 6, 2019, 5:45 PM @ Board Room**[More Details](#)**Village Board Regular Scheduled Meeting****May 6, 2019, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)**Downtown Design Review Commission Meeting****May 7, 2019, 7:00 PM @ Board Room**[More Details](#)**Police Pension Fund Regular Meeting****May 13, 2019, 5:30 PM**[More Details](#)**Clarendon Blackhawk Mosquito Abatement Dist. Meeting****May 14, 2019, 7:00 PM - 8:00 PM @ Village Hall Main Building**[More Details](#)**Chamber of Commerce Meeting****May 15, 2019, 9:00 AM @ Board Room**[More Details](#)**Chamber of Commerce Farmers Market****May 16, 2019, 7:00 AM - 2:00 PM**

This is a Chamber of Commerce Event.

[More Details](#)**Zoning Board of Appeals and Planing Commission (ZBA/PC) Meeting****May 16, 2019, 7:30 PM @ Board Room**[More Details](#)**Public Works/ Police Dept Open House****May 17, 2019, 2:00 PM @ Public Work Building and Police Department**[More Details](#)**Village Board Regular Scheduled Meeting****May 20, 2019, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)**Chamber of Commerce Farmers Market****May 23, 2019, 7:00 AM - 2:00 PM**

This is a Chamber of Commerce Event.

[More Details](#)**Village Offices Closed for Memorial Day.****May 27, 2019, All Day**

[More Details](#)

**Chamber of Commerce Farmers Market**

**May 30, 2019, 7:00 AM - 2:00 PM**

This is a Chamber of Commerce Event.

[More Details](#)

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