



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

**June 14, 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 *KS*  
Date: June 14, 2019  
Subject: Weekly Report

1. **Finance Committee Meeting** – The Finance Committee met on Wednesday afternoon primarily to discuss the split of costs between the Village and residents in SSA #33. The Committee made a recommendation which is scheduled to be discussed by the Village Board on Monday night. The goal is to eventually have something in place that is formally adopted by the Board.
2. **SSA #23 and #25 Duplicate Payment Update** – This subject was also discussed at the Committee meeting. If you recall, there are three (3) properties that are in both SSA #23 and #25. This is in seeming violation of the current policy of properties being in only one road project SSA. Staff discovered that in previous years a reimbursement for the SSA #25 payment was being made to the affected properties. Staff is planning to continue this practice and reimburse the missed years' as well. Please advise if you have any questions regarding this matter.
3. **Computer Replacement Program Underway** – As reported last week, Staff is working with Proxit, our IT services provider, to replace old computers, and to upgrade current computers to Windows 10. This is being done due to support for Windows 7 ending in early 2020. The process is nearly complete, with a handful of computers left to upgrade in the police and fire departments. This project was included in the 2019 Capital Projects budget.
4. **Summer Events Update** – As a reminder, the Chamber of Commerce's Daisy Days will be held this weekend on June 14<sup>th</sup> and 15<sup>th</sup>. Please come by and enjoy if you can. Daisy Dash 5K race is scheduled for Sunday morning. The Dancin' in the Street summer concert series will begin on Wednesday, June 19<sup>th</sup> and continues on through July 31<sup>st</sup>. Volunteers wanting to serve in the Beer Tent should contact Assistant to the Village Manager, Peter Nickell at 630-286-5402. Find out more at [www.clarendonhills.us/DITS](http://www.clarendonhills.us/DITS). Come and join the fun!

***Have a great weekend and Happy Father's Day!***

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** June 14, 2019  
**Subject:** Department Report

I have an update for the May end Vehicle Sticker Sales. The Finance department took a new approach on notifying residents of sticker sales. Traditionally the order form accompanied the water bill. With so many residents on auto pay we did not feel we were reaching the residents effectively. The last week of April the Village sent a separate mailing, the mailing had "Vehicle Sticker Information Enclosed" printed on the outside envelope and the letter inside gave detailed information on the many options to purchase the sticker, date information, along with announcing our very popular "DITS Sticker". Also enclosed was an application form for residents to complete prior to coming in for purchase or to include in the mail-in option.

In comparing May 31, 2018 to May 31, 2019 sales have increased by \$17,825.75, in addition to seeing an overall increase in sales, we have seen a dramatic jump in online sales. Note the DITS donations are recording separately. Below are the actuals for comparison.

DESCRIPTION	May-18	May-19	Increase
VEHICLE LICENSES	30,372.25	39,234.00	8,861.75
VEHICLE LICENSES-EPAY	2,057.00	8,405.00	6,348.00
VEHICLE LICENSES SENIOR	8,585.00	11,201.00	2,616.00
			<u>17,825.75</u>
DITS VEHICLE STICKER		2,150.00	2,150.00
DITS VEHICLE-EPAY		1,765.00	1,765.00
<b>Dancin' in the Street raised as of May 31,2019</b>			<u><u>3,915.00</u></u>

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** June 14, 2019  
**Subject:** Weekly Report

1. Patching from the water main project is now complete. Landscape restoration will occur at the end of the Road Program in Late Summer/ Early Fall.
2. The 2019 Road Program will start mid-week next week beginning at Walker and 55<sup>th</sup> Street heading north. All work for next week will take place on Walker. They will be starting with ditch work. Details related to drainage work is included on the Village's website at [www.clarendonhills.us/SSA2019](http://www.clarendonhills.us/SSA2019)
3. Phase 1 of landscaping improvements was completed at the Downtown Triangle. Additional plantings in the center portion will occur later this year. The parkway to the south will be completed after NICOR accesses that area to install new gas lines to the east.
4. NICOR has completed the majority of new main installation north of 55<sup>th</sup> Street with the exception the area at Park and Prospect running east down Eastern and then Harris east of Holmes. This work is awaiting additional permits and is planned for installation in early Fall. Crews have begun installing service lines to the homes where the new main has been installed. More information is available on NICOR's website. <https://www.nicorgas.com/residential/work-in-your-neighborhood>
5. PW Staff was busy this week setting up for Daisy Days and Daisy Dash 5K. They will work late into the evenings to clean up and to have all the streets back open Sunday afternoon.

# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: June 14, 2019

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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## **Recent events and training:**

- The Department continues to train on the new CAD system. June 18<sup>th</sup> is the go live date
- Officer Pacella attended a 40 hour truck enforcement training course.
- Officers continue online training.

***DO NOT leave your vehicle or homes UNLOCKED. DO NOT leave garage door openers and other valuables in cars that are parked outside. There have been several car burglaries occurring in Clarendon Hills and surrounding towns the past few weeks.***

## **Significant traffic and criminal activity during the period June 7, 2019 through June 13, 2019.**

On June 7, 3:22pm, officers responded to the 100 block of S. Prospect for a crisis intervention call.

On June 9, 10:39am, officers responded to the 10 block of Hiawatha for a burglary to motor vehicle complaint. Witnesses advise that an unknown subject, dressed in black, entered an unlocked vehicle and stole items. This occurred around 3:00am.

On June 9, 2:41pm, officers responded to the area of Bonnie and Short for the suspicious person complaint. Officer located several teens smoking cannabis. Officers are working with the youths and their parents.

On June 11, 11:52am, officers responded the 500 block of Carlisle for the domestic battery complaint. Upon arrival, officers witnessed a youth disturbance with his mother. Officer calmed the situation and will direct file with Juvenile Court.

On June 11, 4:16pm, officers responded to the 500 block of Carlisle for the domestic battery report. Witnesses advised they saw a juvenile disturbance with his mother. When officers tried to speak with the juvenile, he became extremely violent. The juvenile was ultimately taken to the youth detention center.

On June 12, 5:56am, officers responded to the 10 block of Hamill Ln. for a burglary to motor vehicle complaint. Unknown subjects entered the victim's unlocked vehicle and stole items. This occurred earlier in the morning

On June 12, 11:21pm, officers responded to the 300 block of Western for a burglary to motor vehicle complaint. Unknown subjects entered the victim's unlocked vehicle and stole items. This occurred sometime in the early morning hours.

On June 13, 9:55pm, officers responded to the 400 block of Colfax for a domestic trouble. Officers assisted the family

**MEMORANDUM**

**To: Kevin Barr, Village Manager**  
**From: Brian Leahy, Fire Chief**  
**Date: June 14, 2019**  
**Subject: Weekly Department Report 2019-17**

1. Fire Prevention Bureau Activity during the past week.
  - Four (4) Fire Prevention Life Safety Inspections were completed.
2. Training Report:
  - No report.
3. Emergency Medical Services Report:
  - Wednesday evening, twenty two (22) Firefighter EMT's and Paramedics attended monthly continuing education. Also more new CAD training was conducted.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - No report.
6. Du-Comm Report:
  - Lt. Jim Weil has upgraded all eight (8) of our Mobile Data Computers from Windows 7 to Windows 10 and has installed and tested the new County wide CAD software on each of them. Our mobile data computers in all vehicles are now ready for the new county wide CAD switchover on June 18<sup>th</sup>.
  - On June 12<sup>th</sup>, Lt. Weil conducted training to CHFD personnel on the new CAD I Net system. This is the fire station part of the new CAD for viewing current calls and looking up information on completed calls for information.
  - On Tuesday, June 11<sup>th</sup>, Chief Dalen and I attended the monthly meeting of the Du-Comm Chiefs Committee. This was the last meeting before the new CAD cutover on June 18<sup>th</sup>. Many details and procedures for the cutover were discussed. Yesterday we were all emailed the cutover plan and also another plan for a CAD outage which hopefully will not happen.
  - Lt. Jim Weil along with a Du-Comm IT technician and Proxit have been working on utilizing the village Fiber network to connect to the CAD system. On Friday equipment was installed and connected from the fire station to the Burlington Water tower and connected to the Microwave system which then feeds into Du-Comm. This arrangement will provide a more secure path to Du-Comm while also providing a faster connection. This will then allow the Police and Fire personnel to access the county CAD system from wither station and also access other records quicker and securely. In the near future the new Fire Station alerting system will also be connected into this Fiber/Microwave connection.

- Lt. Weil will be working with Du-Comm on Tuesday morning at 5:00 AM with the new CAD cutover and will make sure everything is working as designed at the fire station and in all fire department vehicles.
  - Lt. Weil is completed on the providing of CAD training of all CHFD 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 Wednesday morning, I attended the monthly meeting of the MABAS Division 10 Fire Chiefs. The biggest part of the meeting was for the planning for active shooter incidents. Box Alarm response cards are currently being established. There will be three training sessions conducted in July in Westmont, Hinsdale and Western Springs schools to refine our new procedures. I will be working with the CHPD on this also.
9. Incidents of Interest:
- Wednesday, June 12<sup>th</sup> at 4:10 AM. Ladder 86, Engine 86, Squad 86, Medic 86 and Hinsdale Engine 84 responded to a strong odor of natural gas in the apartment building at 285 N. Richmond Ave. Upon arrival and after searching the entire building the source was located inside one apartment where gas burners on a stove were left on. The gas was shut off and the building ventilated without incident.
  - Wednesday, June 12<sup>th</sup> at 1:29 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded for a vehicle accident with injuries on 55<sup>th</sup> St. at Western Ave. One (1) patient transported to a local hospital.
10. Mutual Aid Calls:
- Medic 86 responded to assist the Hinsdale Fire Department one (1) time.
  - Medic 86 responded to assist the Westmont Fire Department two (2) times.
11. Fire/Rescue/EMS calls:
- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills nine (9) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale six (6) times.
  - The fire department responded to twenty nine (29) emergency calls.

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



**June 2019**

Su	M	Tu	W	Th	F	Sa
26	27	28	29	30	31	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	1	2	3	4	5	6

**Village Calendar****Chamber of Commerce of Daisy Days****June 14, 2019 - June 15, 2019 @ Downtown Clarendon Hills**[More Details](#)**Daisy Dash 5K Walk/Run****June 16, 2019, 8:00 AM - 12:00 PM @ Downtown Clarendon Hills**[More Details](#)**Village Board Regular Scheduled Meeting****June 17, 2019, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)**Chamber of Commerce Meeting****June 19, 2019, 9:00 AM @ Board Room**[More Details](#)**Chamber of Commerce Farmers Market****June 20, 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 - Cancelled****June 20, 2019, 7:30 PM @ Board Room**[More Details](#)**Chamber of Commerce Farmers Market****June 27, 2019, 7:00 AM - 2:00 PM**

This is a Chamber of Commerce Event.

[More Details](#)