



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

September 25, 2020

### 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**

**Calendar** (Can be found on front page of Village website [www.clarendonhills.us](http://www.clarendonhills.us))

September

2020

Su	M	Tu	W	Th	F	Sa
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

**Jump To:**  
Village Calendar (4)

Village Calendar

**Board of Fire and Police Commissioners Mtg**  
September 18, 2020, 4:00 PM - 6:00 PM @ Zoom  
[More Details](#)

**Special Village Board Meeting**  
September 21, 2020, 6:30 PM - 9:30 PM @ Board Room  
Zoom Meeting Join Zoom Meeting by App <https://us02web.zoom.us/j/8859396>  
Phone Dial: 312-626-6799 Meeting ID: 885 9396 8464 Password: 356689  
[More Details](#)

**Cancelled -Village Board Regular Meeting**  
September 21, 2020, 7:00 PM @ Board Room  
[More Details](#)

**Chamber of Commerce Farmers Market**  
September 24, 2020, 7:30 AM - 2:00 PM @ Downtown Prospect Avenue  
[More Details](#)

**MEMORANDUM**

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager  
**Date:** September 18, 2020  
**Subject:** Weekly Report

- **COVID-19 Business Operation Update** – Business operations continue as before. We will see how things shake out as the weather gets colder. Please continue to support local businesses.
- **Staff Response to Coronavirus Pandemic/Village Operations** - The Village Hall has opened to the public without incident. Otherwise things continue to operate well. Staff has submitted the application to DuPage County for reimbursement.
- **COVID 19 Health Department Update** – I took part in the weekly call on Monday. Things have continued as reported in recent weeks, with trends continuing to lower age groups. It was also noted that 115 health care professionals in Illinois have passed because of COVID-19. We were told that some type of guidance from the State regarding Halloween would be arriving sometime soon.
- **Downtown Project Update** – Things have really begun to take shape over the last two weeks, with many of the elements in front of the Village Hall installed and final lift and crossings for the streets installed. Everything looks great. Please take a look when you get a chance.
- **DMMC Regulatory Committee Meeting** – I participated in this meeting on Wednesday afternoon. General issues were discussed including ComEd rate structure issues and legislative matters.
- **Budget Update** – The final CY 2021 budget is coming together and staff is working with Finance Chair Jorissen to schedule meetings with the Board. We anticipate general Board review to take place on November 2<sup>nd</sup>.
- **Parkway Obstructions** -- Conversations with residents continued this week. Please see the report from the Public Works Department for a more detailed update.

Enjoy the weekend and stay safe!

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** September 25, 2020  
**Subject:** Department Report

1. Village Hall has reopened to the public, hours are 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building.
2. Vehicle Stickers can be purchased in person at the Clarendon Hills Village Hall and at the Police Department. Stickers were **due July 1<sup>st</sup>**. **Late Fees went into effect September 1<sup>st</sup>**. Sales are also taking place online or by mail. Online purchases can be made by visiting the Village Website and clicking "Online Bill Pay" [www.clarendonhills.us/388/Online-Bill-Pay](http://www.clarendonhills.us/388/Online-Bill-Pay). Prices are as follows:
  - Passenger Car - \$60
  - Motorcycle - \$45
  - Seniors (62+) are eligible for a 50% discount (with the limit of 2 vehicles)

In previous years to purchase a sticker at the "Senior Rate" Seniors were required to come in and show proof of age. While the "Stay at Home" order is in effect, Seniors will be able to purchase their Stickers at the "Senior Rate" online or by mail without having to physically come in and show proof.

Village of Clarendon Hills residents have the option to purchase a special vehicle sticker showing their support for Dancin' in the Street Summer Concert Series. By donating a minimum \$10.00 (plus regular sticker price). The Concert Series has been cancelled due to COVID-19; donations will be repurposed for an even better concert next year.

Residents are required to purchase a village sticker for each vehicle they will have housed in Clarendon Hills. The annual license period begins July 1st of each year and ends on June 30th of the next year.

3. Pet License Tags went on sale on June 1<sup>st</sup> and can be purchased for \$15.00 at Village Hall and the Police Department and at Village Hall. Proof of rabies inoculation is required.
4. Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing:

***(Note: The Mail slot at Village Hall has been moved to a temporary Mailbox located at the end of ramp along Prospect Avenue, this is temporary during the Front Porch replacement project.)***

- **Online Payments**

- [www.clarendonhills.us/388/Online-Bill-Pay](http://www.clarendonhills.us/388/Online-Bill-Pay)
  1. Pay by Credit/Debit Card (*All major credit cards accept with no addition fees*)
  2. Sign up for Auto Debit (ACH – auto draft a checking or savings account)

- **Pay-In Person/Drive Up Drop box**

- Village Hall is Open M-F 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building.
- There is a temporary Mailbox set up at the end of the ramp along Prospect Ave. This will be checked daily M-F for water bill payments.
- Clarendon Hills Bank has Drive-up Drop box is in the outside drive-up lane

- **Pay by Mail**

Use the enclosed remittance envelope that came along with the bill addressed to:

Village of Clarendon Hills  
PO Box 5671  
Carol Stream, IL 60197-5671



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** September 25, 2020  
**Subject:** Weekly Report

1. Crews replaced a broken b-box on the 200 block of Burlington Avenue west of Prospect. The area was very crowded with other utilities.



2. On that same block of Burlington, there are five tree grates where four have had the trees die off. Crews will be removing the tree grates and replacing with sidewalk. This area will have additional large flowerpots ordered as a replacement to the trees. The trees have historically been challenged to grow in this area.
3. A 2008 Ford F150 was declared surplus at Monday's Village Board Meeting. It has four-wheel drive and plow package. The truck is being prepped for auction on e-bay.
4. There continues to be a lot of plant watering occurring as we continue to face very dry conditions. Areas included are the Business District planters, Chestnut alley, new trees, Richmond Gardens, and multiple landscaping projects.
5. Monthly water samples were taken, new water services inspected, meter appointments held and individual property owners sampled received results of the IEPA Lead and Copper testing. The Village passed the lead and copper testing and will not have to test again for three years.



6. We took delivery of the material spreader which attaches to our dump truck. This allows us to be more productive in filling ruts in the parkways and raising up the dirt along the road edges. Crews completed the area north of Burlington, south of Chicago from Prospect over to Route 83. We will be watering the dirt but could really use residents help to supplement the watering to maximize the growth of the new seeds.



# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: September 25, 2020  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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## **\*Crime Alert\***

*Recently, there have been several instances of wallet and purse thefts from unsuspecting victims while shopping at local grocery stores. Typically, the victim is distracted by someone asking for help, while an accomplice steals the wallet or purse left unattended in the shopping cart. The takeaway from this is do not leave your purse or wallet in your shopping cart and be aware of your surroundings.*

*Remember, that if you see something, say something. Please report all suspicious activity by calling 911.*

## **Training:**

- Officers have been completing Police Law and Court Smart on-line training
- Officers have been completing roll call training pertaining to policy updates.

## **Recent events:**

On September 18, 7:41am, officers responded to the 200 block of Churchill for an animal abuse complaint. Officers determined the complaint to be unfounded.

On September 18, 8:24pm, officers located several juveniles on top of the Prospect Park pavilion. Officers spoke with their parents.

On September 18, 10:43pm, officers responded to a crash on 55<sup>th</sup> involving an unlicensed driver. The subject was taken to the station and charged with driving without a driver's license and failure to yield the right of way. The vehicle was administratively towed.

On September 19, 9:20pm, officers came across a black Toyota Landcruiser driving up the Park Ave. sled hill. Apparently, the 67-year-old resident wanted to show off the vehicles four-wheel drive system to his three passengers. The driver received a citation. There was no damage to the park.

On September 21, 5:48pm, officers responded to an apartment on Forest Hill Dr. for a neighbor dispute. Due to the civil nature of the incident, the complainant was referred to management.

On September 23, 9:26am, officers responded to a residence on Arthur for a person in crisis. Officers assisted the family.

On September 23, 5:41pm, officers responded the area of Railroad and Walker for dog at large complaint. The complainant related that a German Shepherd and Pitbull had attacked her while she was jogging with her dog. Officers are working to confirm the identity of the owner. Fortunately, there were no injuries.

On September 24, 7:09pm, officers spoke with a resident regarding an alarming text message sent to his daughter. Officers discovered the message came from another juvenile playing a prank.



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** September 25, 2020  
**Subject:** Weekly Department Report 2020-24 (Two weeks)

1. Fire Prevention Bureau Activity during the past week.
  - During the past two (2) weeks twelve (12) Fire/Life Safety inspections were conducted.
  - Lt. Godek is trying to balance the “catch up” of the Fire Inspections along with the uptick of Code Enforcement cases regarding mostly property issues.
  - Lt. Godek completed all of the annual inspections for Notre Dame School and is working with school district 181 for the inspections at CHMS, Walker and Prospect schools.
2. Training Report:
  - Wednesday evening, September 23<sup>rd</sup>. Joint training was conducted with the Westmont Fire Department at the Clarendon Hills Public Works Facility. This session was mostly a meet and greet and small equipment familiarization session. More joint training sessions are planned.
3. Emergency Medical Services Report:
  - COVID 19 Procedures have been in place and amended periodically since March 16, 2020.
  - EMS continuing education will continue online until at least the end of 2020.
  - This week I again participated in several conference calls related to the COVID 19 emergency:
    - DuPage County Health Department
    - Amita Health (Hinsdale and Lagrange Hospitals)
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - We are now also working with MABAS Illinois regarding possible additional COVID 19 Funding reimbursements.
6. Du-Comm Report:
  - We are working with DuComm to refine our Storm Mode responses when severe weather occurs.
7. On Wednesday I received an email from the DuPage County Health Department where they state they are recommending Halloween activities in the Low and Moderate risk categories only. They are not recommending activities in the Higher Risk categories which include Trick or treating and costume parties held indoor.
8. On Thursday, Captain Rediehs and I attended the Village Safety Committee meeting virtually.

9. Vehicle Maintenance:

- Ladder 86 was returned to full service last week. All Fire Department vehicles are now in full service.

10. Incidents of Interest:

- Monday, September 21<sup>st</sup> at 5:26 PM. Ladder 86 and Medic 86 responded to assist the Police Department at 200 Park Ave. for juveniles on the roof at 200 Park Ave. The fire department used ladders to assist the juveniles down from the roof.

11. Mutual Aid Calls:

- None

12. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale nine (9) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont one (1) time.
- Hinsdale Medic 84 responded to one (1) EMS Call in Clarendon Hills.
- The fire department responded to thirty eight (38) emergency calls in the past two (2) weeks.

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

