



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

April 2, 2021

### 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 – See 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))

April 2021						
Su	M	Tu	W	Th	F	Sa
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

Jump To:

[Village Calendar \(8\)](#)

### Village Calendar

Special Village Board Meeting  
April 5, 2021, 6:30 PM @ Board Room

[More Details](#)

Village Board Regular Meeting Cancelled  
April 5, 2021, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Village Hall serves as Polling Place  
April 6, 2021, All Day @ Village Hall Main Building

[More Details](#)

Firefighters' Pension Board Meeting  
April 9, 2021, 9:30 AM

[More Details](#)

Zoning Board of Appeals and Planning Commission Meeting  
April 15, 2021, 7:30 PM @ Board Room

[More Details](#)

Village Board Regular Meeting  
April 19, 2021, 7:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Meeting  
April 21, 2021, 9:00 AM @ Board Room

[More Details](#)

Recycling Extravaganza  
April 24, 2021, 9:00 AM - 12:00 PM @ Walker Elementary School

[More Details](#)

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager  
**Date:** March 26, 2021  
**Subject:** Weekly Report

- **COVID-19 Business Operation Update** – Several businesses have installed tents and seating areas in the outdoor areas provided by the Village. This is a good sign that better weather is here!
- **Staff Response to COVID-19 Pandemic/Village Operations** – Staff operations continue as they have for the past few months. We have had no problems continuing to provide all our services. As of April 12, given the changes in guidelines and anticipated availability of vaccines, the Village Hall will be moving to a 4-day in and 1-day remote schedule.
- **COVID-19 Health Department Update** – I attended the weekly review meeting on Monday. General trends are beginning to move in the wrong direction again, mirroring what is happening in many parts of the Country. Number of cases and the positivity rate are rising. They are anxiously monitoring hospitalizations and deaths as they usually lag behind and to see if the increased vaccination rate will help reduce these. As of March 28, slightly more than 17% of DuPage residents were fully vaccinated, a 3% increase from last week. More than 276,000 have received a “first dose” of the vaccine. This suggests that something close to that number will be fully vaccinated in about one month. About 77% of persons 65+ in DuPage County have received at least the first dose, which is about 10% higher than last week.
- **Daisy Dash Update** – Chief Dalen has discussed this year’s event with the local organizers. Their current thought is to not proceed with the usual June date, but consider running the race in September. We are assuming that the Village will provide the usual support if/when this goes forward.
- **DMMC Managers Committee Meeting** – I participated in this meeting on Thursday morning. Various issues of business were discussed including COVID-19 recovery efforts and the anticipated distribution of internet sales tax funds. The first payment for the latter is due in April, since implementation occurred in January and there is a 3-month lag.
- **Refuse Rollout** – This week was the final Republic pickup after which the old cans were removed. We now expect that all the cans will be removed by tomorrow (Saturday). Residents who still have Republic cans should e-mail [admin@clarendonhills.us](mailto:admin@clarendonhills.us) and we will arrange for Republic to pick them up.

An e-mail and Facebook post are going out Sunday reminding residents of the new pick-up schedule which is Monday for people north of the tracks and Tuesday for people south of the tracks.

- **Village Phone System Problems** - The Village phone systems were down for a portion of Monday and Tuesday this week. It took quite a bit of work to get the systems back and working again. We apologize for any inconvenience this may have caused for our residents or businesses.
- **Election Day is Tuesday, April 6<sup>th</sup>** – the Village Board room will serve as a polling place for residents who normally vote at the Park District building since it is under construction.

Enjoy the Easter weekend and stay safe.



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** April 2, 2021  
**Subject:** Department Report

1. On Tuesday, Senior Accountant Kari Krzemkowski and I met virtually with Sikich, LLP for the audit fieldwork exit conference. I am happy to report the CY 2020 audit was another success for the Village! Sikich noted that the Village should be very proud that not only did we have a clean audit, but we had all work papers and financials completed a month ahead of previous years. I would note that the audit's success could not be possible without the effort of each person in Village Hall.
2. Village Hall is Open M-F from 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). **Masks are required** of anyone entering the building.
3. Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing:

- **Online Payments (Quickest, easiest...NO CREDIT CARD FEES!!!)**
  - [www.clarendonhills.us/greenpay](http://www.clarendonhills.us/greenpay)
    1. Pay by Credit/Debit Card (*All major credit cards accepted with no additional fees*)
    2. Sign up for Auto Debit (ACH – auto-draft a checking or savings account)
- **Pay-In Person/Drive-Up Dropbox**  
Village Hall is Open M-F from 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building. Clarendon Hills Bank has a Drive-up Dropbox 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



Signup for "GreenPay" today and receive your Water bill by Email.

[www.clarendonhills.us/greenpay](http://www.clarendonhills.us/greenpay)



452 Park Avenue  
Clarendon Hills, Illinois 60514  
630.286.4750

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** April 2, 2021  
**Subject:** Weekly Report

1. Bat houses and mulch at the Richmond Gardens were installed.
2. Several locates were completed due to the 2<sup>nd</sup> phase of the train station project starting.
3. Crews set up the Board Room as an election day polling place next Tuesday.
4. Many of the planting beds within the Village were cleaned out and prepped for plantings.
5. Monthly meter reads were completed.
6. Downtown trash containers were emptied in anticipation of warmer weather and residents returning from Spring break.
7. Routine vehicle maintenance was completed.

## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: April 2, 2021  
RE: Department Report

1. **Building Permits.** In March, the Village issued twenty-five (25) permits, having a total reported construction value of \$1,355,314.
2. **Development Update** (see pictures on page 2).
  - a. **Mycroft Row, 221-231 Burlington Ave.** Mycroft Row is a mixed-use development containing street-level office space and twelve (12) row homes. While the existing two-story office building will need to be demolished to make way for Phase 2, the building is being used for the Mycroft Sales Center and its construction office and the downtown revitalization project construction office. Phase I of Mycroft Row is expected to be in late-2021.
  - b. **Tierra Distillery, 211 Burlington Ave.** Renovation of this building is going full steam ahead. The distillery and coffee shop are expected to be open for business by mid-summer 2021.
  - c. **Il Mio, 30 S Prospect Ave.** Il Mio Restaurant will feature Italian street food and a full-service bar. Renovation of this building is progressing quickly. The owners plan to open the restaurant by the end of June 2021.
  - d. **The Open Door, 20 S Prospect Ave.** The Village has reviewed the build-out plans and is awaiting the business owner to resubmit plans addressing Staff's comments. The owners plan to be open for business in June 2021.
3. **Downtown Revitalization Project** [\[link\]](#)
  - a. **Train Station – Inbound Shelters.** Installation of the remaining concrete work and snowmelt has been completed. Work is underway to finish the rail sculpture at the east entrance of the main shelter and install lighting fixtures and cables for security cameras. A concrete graffiti coating and other painting finishes are tentatively scheduled for next week. Topsoil and landscaping are scheduled to begin later this month.
  - b. **Gates.** As was requested by the Village last fall, this week BNSF replaced the temporary asphalt sidewalk patchwork with concrete at the crossing on both sides of Prospect Avenue.
  - c. **Streetscape.** Punchlist items, including the metal railings in front of Village Hall, will be completed in Spring 2021. Native planting beds are expected to fill in over the next two to three years.
  - d. **Burlington Plaza/Alley.** The Downtown Design Review Commission reviewed and recommended the approval of the Burlington Plaza plans at the southwest corner of Burlington Avenue and Prospect Avenue. This design will be presented to the Village Board on 4/5/2021 for approval and direction to proceed. Construction of the Plaza and reconstructed alley is planned for summer 2021.
  - e. **Train Station – Outbound Shelter.** Demolition is scheduled to begin next week. The new outbound shelter will be like the east inbound shelter. Construction will include the completion of streetscape and landscaping improvements at the crossing, and the installation of an electric-car charging station across from Village Hall.

### NOTICE

*Demolition of the Outbound Shelter will begin next week, during the week of April 5. Notices are posted at the shelter instructing bike parking to be relocated elsewhere. Bicycles found at this shelter as of April 4 will be removed and delivered to the Police Department at 448 Park Ave. Bicycle racks are available south of the tracks, west of the new train station.*

Train Station Flat Work



Train Staion Rail Sculpture



Train Station Green Roof



Train Station Benches



Pre-Framing at Il Mio, 30 S Prospect



Work Underway at Tierra Distillery, 211 Burlington Ave



Burlington Plaza Design recommended by the Downtown Design Review Commission



# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: April 2, 2021  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

---

A graphic titled "Clarendon Hills Police Personal Safety Tips" featuring the police department's logo. It includes a list of safety tips and a colorful illustration of a car with a lock and a shield.

Always lock your home and car  
 Always be alert and aware of your surroundings and the people around you  
 Whenever possible, travel with a friend  
 Stay in well-lit areas as much as possible  
 If you see something say something (DIAL 911)

## Recent Training and Meetings

- Officers participated in roll call training pertaining to new Illinois laws.
- Several officers qualified on the pistol range.
- This month's Police Law training pertains to lawful use of force and civil liability.

## Recent events:

Officers were able to retrieve all five cars stolen from the Infiniti Dealership. The theft occurred on March 24<sup>th</sup>.

On March 26, 11:24pm, officers responded to an apartment on Chase Dr. for a subject threatening suicide. The subject was transported for evaluation.

On March 26, 3:07pm, officers responded to the area of Woodstock and Chicago for a report of two subjects parked on the shoulder, fighting in the car. Officers were able to quell the situation.

On March 29, 6:22pm, officers responded to an apartment at Clarendon Arms for an attempted phone scam. The complainant advised that he received a call from someone purporting to be his relative. The caller related that he just flew in from Mexico and was being detained by immigration. The complainant got suspicious and hung up when the caller asked for bail money.

On March 30, 11:15pm, officers responded to the area of Golf and Chicago for a report of a battery. An Uber driver advised that his fare was intentionally coughing on him and called him racial slurs. Pending.

On March 31, 5:34pm, officers spoke with a resident at the station regarding a domestic dispute. Advice was given.

On March 31, 8:36am, officers responded to the 400 block of Commons for a verbal domestic. One of the parties decided to leave.

On March 31, 10:10pm, officers attempted to stop a black Audi for a traffic violation. The Audi failed to stop and fled at a high rate of speed. Pending.

On April 1, 3:15am, officers responded to the 400 block of Burlington for a domestic battery report. Officers could not locate the complainant or offender. Pending.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** April 2, 2021  
**Subject:** Weekly Department Report 2021-10 (2 weeks)

1. Fire Prevention Bureau Activity.
  - Lt. Dave Godek has completed several follow up Fire/Life Safety re-inspections during the past two (2) weeks.
2. Training Report:
  - Wednesday evening March 24th, eighteen (18) Firefighters attended weekly fire suppression training at the station. Training on pumping operations was conducted.
3. Emergency Medical Services Report:
  - COVID 19 Procedures have been in place and amended periodically since March 16, 2020.
  - The fire station remains on lock down, no visitors are allowed inside except official business.
  - All Fire Department personnel are treating every call with extreme caution regarding possible COVID exposure.
  - EMS continuing education will continue online through May 2021 at least.
  - 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)
    - Distribution of the COVID 19 vaccines was discussed at these conference calls.
    - Currently the village has had 862 residents that have tested positive for the COVID 19 virus since March of 2020. This number has increased from 820 in the past 2 weeks, an increase of 42 persons. The increase is still significant but has slowed down a little bit recently.
    - Hospitalizations for COVID 19 at Amita Hinsdale and LaGrange hospitals is now at 7 in Hinsdale and 11 in LaGrange. This is an increase of seven (7) in 2 weeks. This is a dramatic decrease from the high of 36 at Hinsdale and 42 at LaGrange on December 1, 2020.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report this week.
5. Emergency Management Report:
  - No report this week.
6. Du-Comm Report:
  - No report.

7. Vehicle Maintenance:

- All Vehicles are currently in full service.
- On March 23<sup>rd</sup>, we met virtually with the Westmont Fire Chief, Public Works Director and their Fleet Maintenance Supervisor along with the Oak Brook Fire Department to discuss Westmont performing maintenance and repairs on Ladder 86, Engine 86 and Squad 86. Westmont does not have the ability to work on everything we need. I will be discussing our options with you in the near future.

8. Incidents of Interest:

- Thursday, March 25<sup>th</sup> at 3:46 PM. Medic 86, Squad and Hinsdale Engine 84 responded to a vehicle accident with injuries on Chicago Ave. at Middaugh Road.
- Sunday, March 28<sup>th</sup> at 2:49 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded to a vehicle accident with injuries on 55<sup>th</sup> St. at Rt. 83.
- Wednesday, March 31<sup>st</sup> at 11:32 AM. Ladder 86 and Medic 86 responded for a smoke investigation at 8 S. Prospect Ave. Firefighters found burnt food in a microwave.

9. Mutual Aid Calls:

- Friday, March 26<sup>th</sup> at 6:28 PM. Ladder 86, Medic 86 and Deputy Chief 86 responded for a box alarm structure fire at 812 Philippa St. in Hinsdale.

10. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills four (4) 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 two (2) times.
- Clarendon Hills Medic 86 responded to assist the Westmont Fire Department two (2) times.
- Clarendon Hills Medic 86 responded to assist the Hinsdale Fire Department two (2) times.
- Clarendon Hills Medic 86 responded to assist the Tri State Fire District two (2) times.
- Clarendon Hills Medic 86 responded to assist the Downers Grove Fire Dept. one (1) time.
- Hinsdale Medic 84 responded to assist the Clarendon Hills Fire Department two (2) times.
- The fire department responded to forty-one (41) emergency calls in the past two (2) weeks.

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

