



# VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

April 9, 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 – No 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

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 [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:** April 9, 2021  
**Subject:** Weekly Report

- **COVID-19 Business Operation Update** – Businesses continue to install tents and seating areas in the outdoor areas provided by the Village. This is a good sign that better weather is coming. We will monitor the situation as the vaccine progress is made and discuss the future of outdoor seating with the Board.
- **Staff Response to COVID-19 Pandemic/Village Operations** – Staff operations are continuing to operate well, with Village Hall staff moving to a 4-day in office, 1-day remote cycle.
- **COVID-19 Health Department Update** – I attended the weekly review meeting on Monday. General trends are continuing to move in the wrong direction again, mirroring what is happening in most parts of the Country. Number of cases and the positivity rate are rising. As of April 5, 19.7% of DuPage residents were fully vaccinated, a 3% increase from last week. More than 318,000 have received a “first dose” of the vaccine, about 40,000 in the last week. This suggests that something close to that number will be fully vaccinated in about one month. About 81% of persons 65+ in DuPage County have received at least the first dose, which is about 4% higher than last week.
- **Refuse Rollout** – Staff worked through any missed pickups, can switches and other issues as the refuse rollout continued.
- **Village Phone System Problems** - The Village phone systems were fully restored this week. Staff is meeting with its IT consultant to choose a path going forward.
- **DITS-** Dancin’ in the Streets planning continued this week, with bands, the stage, and volunteers all being finalized hopefully in time for some announcements next week.
- **Election Day Update** – The Village Board room was used for the April 6<sup>th</sup> election. This went smoothly for the most part. Thanks to the Police Department for assisting with off-hours opening and closing.

Enjoy the weekend and stay safe.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** April 9, 2021  
**Subject:** Department Report

1. Vehicle Stickers will be going on sale May 1<sup>st</sup>, purchasing details will be coming soon!
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)

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** April 9, 2021  
**Subject:** Weekly Report

1. Crews cleared inlets in advance of the rains anticipated this week.
2. We completed restoration work from winter water main breaks. Next week we will be seeding areas where trees were removed last Fall and then move to repairing ruts.
3. Mowers were prepped for Spring.
4. Monthly water samples were taken.
5. Annual maintenance was performed on the end loader using in-house mechanic.
6. Inspections were performed for a number of building projects that impacted the village right of way.

## MEMORANDUM

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

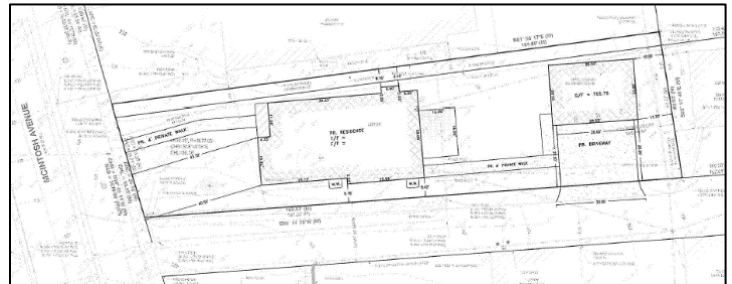
DATE: April 9, 2021

RE: Department Report

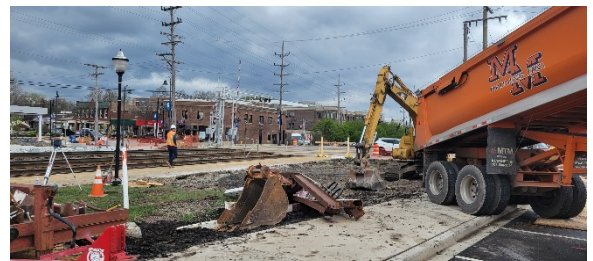
1. **Building Permits.** So Far in April, the Village issued six (6) permits, having a total reported construction value of \$326,370. Please be aware of periodic public sidewalk closures and detours on Burlington Avenue, west of Prospect. We have three (3) significant projects underway: Hamel Dental (210 Burlington), Tierra Distillery (211 Burlington), and Mycroft Row (221-231 Burlington.)



2. **5 McIntosh.** I don't typically make it a practice to post information about upcoming new single-family projects. However, given this proximity to the downtown and the uniqueness of the property, I thought it would be appropriate to share this information. A homebuilder recently purchased the property at 5 McIntosh. This property is unusual in that it is only 40 feet wide and shares its southern border with a public alley. Preliminary plans for a single-family home and detached garage appear to comply with Village zoning code requirements. Please note that these plans are preliminary and may change.



3. **Zoning Board of Appeals/Plan Commission.** This month's meeting scheduled for April 15, 2021, is canceled.
4. **Downtown Revitalization Project** [\[link\]](#)
  - a. **Train Station – Inbound Shelters.** This week the contractor focused on painting and light fixture installation. If weather permits, the contractor plans to begin applying a concrete graffiti coating, and other painting finishes next week. Topsoil and landscaping are still on track to begin later this month.
  - b. **Train Station – Outbound Shelter.** The north shelter was demolished this week. The new shelter is being constructed as Phase 2 of the state-funded streetscape program. In addition to the north shelter, this phase will include the remaining streetscape and landscaping improvements at the crossing and the installation of an electric-car charging station across from Village Hall.





- c. **Streetscape.** Installation of the Village Hall railings is expected next week. Other punch list items will be completed in Spring 2021. Native planting beds are expected to fill in over the next two to three years.
- d. **Gates.** Exit gates are expected to be installed in late 2021 or early 2022.
- e. **Burlington Plaza/Alley.** On April 5, 2021, the Village Board approved and directed staff to develop construction plans for Burlington Plaza at Burlington Avenue and Prospect Avenue's southwest corner. Construction of the Plaza and reconstructed alley is planned for summer 2021.



# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: April 9, 2021

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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## Recent Training and Meetings

- Officers qualified on the pistol range.
- Officers Spelman and Michalek completed mental health awareness training.
- Officer Katsaros attended a digital forensics meeting.
- Sgt. Porter attended a line of duty death benefits class.

**Recent events:**

On April 3, 7:57am, officers responded to an apartment on Ann St. for a suspicious incident. The complainant believes someone is entering her apartment when she is gone. Pending.

On April 3, 9:48am, officers responded to the 200 block of S. Prospect for a domestic trouble call. Officers offered advice.

On April 4, 12:30pm, officers spoke with a resident regarding a lost / stolen firearm. Pending.

On April 6, 11:13pm, officers responded a residence on Chestnut for a crisis intervention. The individual in question was transported for evaluation.

On April 7, 4:06pm, officers responded to Harris and Rte. 83 for a report of graffiti painted in the culvert that goes under 83. Pending.