



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

May 14, 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))

#### May 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	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	2	3	4	5

#### Mon May 17

[Special Village Board Meeting](#)

#### Mon May 17

[Village Board Regular Meeting - Canceled](#)

#### Wed May 19

[Chamber of Commerce Meeting](#)

#### Thu May 20

[Chamber of Commerce's Market Day](#)

#### Thu May 20

[Zoning Board of Appeals and Planning Commission Meeting](#)

#### Thu May 27

[Chamber of Commerce's Market Day](#)

#### Mon May 31

[Memorial Day - Offices Closed](#)

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** May 14, 2021  
**Subject:** Weekly Report

- **COVID-19 Business Operation Update** – Businesses continue to operate as reported before. We plan to continue with outdoor dining/seating options in the downtown area. We are investigating ways to improve the appearance of the traffic barriers.
- **Staff Response to COVID-19 Pandemic/Village Operations** – Staff operations are continuing to operate well. In keeping with new guidelines from the CDC and State health officials, fully vaccinated staff members are no longer required to wear masks in most situations. They are still required, for instance, for service calls inside of businesses and homes.
- **COVID-19 Health Department Update** – I attended the weekly review meeting on Monday. Numbers of new cases are stabilizing or starting to go down. As of May 10, 40.1% of DuPage residents were fully vaccinated, compared to 32.8% the week before. More than 467,000/430,000 have received a “first dose” of the vaccine, about 37,000 in the last week. About 89.5% of persons 65+ in DuPage County have received at least the first dose, which is about 2% higher than last week. Vaccines are now widely available. On another positive note, these meetings are being reduced to a bi-weekly basis.
- **Welcome to New Trustees** – As you know, Trustees Lazar, Gallagher and Lannert will be sworn in at the Board Meeting on Monday night. Staff has pledged to provide any assistance they might need in their new positions. Welcome!
- **Farewell to Outgoing Trustees** – In keeping with the above, on behalf of Village staff, I would like to thank outgoing Trustees Knoll, Hall and Freve for their service to the Village. I look forward to seeing you at future Village events!
- **DMMC Meeting with IML Director Brad Cole** – I participated in this meeting along with many other Managers on Wednesday morning. Brad Cole provided an update on various issues of current interest in Springfield.
- **ILCMA Idea Exchange** – I took part in a virtual meeting on Tuesday. The primary topic of interest was a review of the rules involved with use of American Recovery Act funding that all municipalities are set

to receive. We plan to discuss this with the Village Board as the funding comes in.

- **Meeting with TIF Consultant** – Finance Director Potempa, Community Development Director Ungerleider and I met on Monday with our consultant to discuss the use of TIF funds. As reported, we now have our first year of increment for the Downtown TIF. This will help us with future planning and provide more information on how to use the funds.
- **Seasonal Maintenance Worker** – We are currently accepting applications to fill one (1) Seasonal Maintenance Worker for summer. To find out more go to [www.clarendonhills.us/Employment](http://www.clarendonhills.us/Employment)

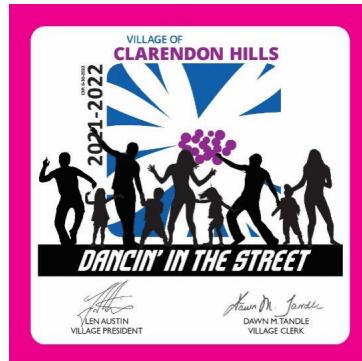
Enjoy the weekend and stay safe.



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** May 14, 2021  
**Subject:** Department Report

1. Vehicle Stickers sales began on May 1st. and the Special "Dancin' In The Street" stickers are going fast. **ONLY 259 Special Stickers remain!!!** Don't delay, purchase your sticker today... by donating a minimum of \$10.00 (plus regular sticker price). As of Thursday evening, donations have totaled \$3,855.00 ("Thank you" to all the generous residents).



Residents can make online purchases at [www.clarendonhills.us/stickers](http://www.clarendonhills.us/stickers), or the link can be accessed by visiting the Village Website and clicking "Online Bill Pay" or "How do I," and a link to the site will be available.

**Prices are as follows:**

**Passenger Car- \$40**

**Motorcycle- \$30**

**Seniors (62+) are eligible for a 50% discount.**

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 following year.

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:** May 14, 2021  
**Subject:** Weekly Report

Our in-house concrete crew completed restoration work for curb segments and water main repair.



Two landscape islands on Algonquin got new plantings.



Islands on Norfolk are scheduled for new plants.

1. Work began on the replacement of the Eastern Avenue Pedestrian Bridge just north of Harris. Please use the sidewalk on the east side of Eastern. The project is scheduled for completion by July 1.
2. The BNSF responded to last week's inquiry to finish the cleanup of their vegetation removal along their tracks. They will have crews picking up the piles from the north side of the tracks west of Prospect in the coming weeks. For piles on the south side of the tracks, they will remove when they have their specialty train car back in the area.
3. A number of storm sewer structures were repaired on Prospect.
4. Plants in the business district were watered, mowing occurred throughout the Village, a faucet at Village Hall received a temporary repair, inlet cleaning and locates also occurred this week. A. Lamp worked on one remaining punch list item from last year's Chestnut Alley Project.

**MEMORANDUM**

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: May 14, 2021  
RE: Department Report

1. **Building Permits.** So far in May, the Village issued thirteen (13) permits, including one (1) new single-family home, having a total reported construction value of \$947,358.
2. **Downtown Revitalization Project** [\[link\]](#)
  - a. **Train Station – Inbound Shelters.** Light fixtures at the base of the buildings and retaining wall were installed this week. These lights will accent the buildings and landscaping. They will change colors depending on the season/holidays and community celebrations. Topsoil delivery and grading began this week. Landscaping installation could begin as early as next week.
  - b. **Train Station – Outbound Shelter.** Installation of the shelter's foundation, base, outdoor seating, and bike racks is complete. Flat work, not including the areas containing snowmelt, will be installed next week. Please be aware of your surrounding if you are walking or driving around the construction site. For your safety, please use the sidewalks on the north side of Burlington Ave and west side of S Prospect Ave. Thank you.
  - c. **Streetscape.** The project general contract began to address punch list items this week. Some of the "fixes" included: securing the sidewalk tree grates, installing building flood lights, washing, and sealing the plaza and sidewalks in front of Village hall, replacing cracked pavement, and other misc. items. The area in front of Village Hall is ready to host this year's first expanded Chamber Farmer's Market on Thursday, May 20, 2021 [\[link\]](#).
  - 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. The Village is preparing to go out to bid next week, with plans of presenting a contractor to the Board on June 21. Construction of the Plaza and reconstruction of the alley is planned for summer 2021.

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT



DATE: May 14, 2021  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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**Thank you to all the Dist181 families for making the “Stuff the Squad” food drive such a success.**



**Recent Training and Meetings**

- Officer Michalik attend SWAT training.
- Sgt. Leinweber, Officer Spelman, and Officer Kane attended defensive tactics training.
- Officers continue to complete Court Smart online training.
- This month's police law training pertains to criminal arrest procedure.

**Recent events:**

May 7, 8:28am, officers responded to 285 N. Richmond for a verbal domestic. Officers helped resolve the situation.

May 7, 10:33am, officers responded to the 400 block of Naperville for a death investigation. Pending.

May 7, 11:23am, officers responded to the 200 block of Woodstock for a suspicious person. A subject, who was possibly in crisis or intoxicated, attempted to enter the complainant's home when they opened the front door. The subject walked away when the homeowners told him to leave. Responding officers were unable to locate the subject.

May 7, 6:24pm, officers responded to a vehicle crash at Prospect and Burlington. Once on scene, officers discovered one of the drivers had a suspended driver's license. The driver was cited and released.

May 8, 11:09am, officers responded to an apartment on Chase Dr. for a missing person report. The subject was eventually located.

May 12, 11:00am, officers responded a residence on Barclay Ct. for a computer fraud report. Pending

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** May 14, 2021  
**Subject:** Weekly Department Report 2021-13

1. Fire Prevention Bureau Activity.
  - Lt. Dave Godek has completed several follow up Fire/Life Safety re-inspections during the past three (3) weeks. He has completed more than half of the May 2021 assigned inspections.
2. Training Report:
  - No report.
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 virtually through July 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 945 residents that have tested positive for the COVID 19 virus since March of 2020. This number has increased from 931 in the past week, an increase of 14 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 12 in LaGrange. This is a decrease of ten (10) in 1 week.
    - Wednesday evening, Twenty-two Firefighter EMT's and Paramedics attended the monthly continuing education virtually. This was instructed by the Loyola EMS system.
4. On Saturday, May 8<sup>th</sup> the new SCBA units were placed into full service. This entire process was coordinated by Lt. Jim Weil over the past few months.
5. On Tuesday, I attended the monthly meeting of the DuPage County Fire Chiefs virtually.
6. On Wednesday, I attended the monthly meeting of the MABAS Division 10 Fire Chiefs virtually.
7. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report this week.
8. Emergency Management Report:
  - No report this week.

9. Du-Comm Report:

- On Tuesday afternoon, I attended the monthly meeting of the Du-Comm Chiefs Committee virtually. Normal business was conducted. There was some discussion regarding the replacement of all Starcom Radios in DuPage County in 2022. All of this radio equipment is funded by the ETSB. The cost is approximately \$20 million dollars.

10. Vehicle Maintenance:

- Engine 86, (2002 Pierce Pumper) encountered a braking problem where the rear brakes were dragging and smoking severely while on an emergency call. After some evaluation the vehicle was able to return to the station. At this time the problem is still being evaluated.

11. Incidents of Interest:

- Friday, May 7<sup>th</sup> at 4:57 PM. Medic 86, Squad 86 and Hinsdale Engine 84 responded for a vehicle accident involving a school bus on 55<sup>th</sup> St. at Clarendon Hills Rd.
- Sunday, May 9<sup>th</sup> at 9:46 AM. Ladder 86, Engine 86, Squad 86, Medic 86, Chief 86 and Hinsdale Engine 84 responded for an appliance fire in a home at 14 Fairview Ct. Damage was contained to the oven and surrounding area.
- Sunday, May 9<sup>th</sup> at 9:20 PM. Ladder 86, Medic 86 and Chief 86 responded for a fence on fire behind 271 Coe Road. Fire was extinguished using a preconnected hose line and 500 gallons of water. Damage estimated at \$1,000.
- Sunday, May 9<sup>th</sup> at 9:27 PM. Engine 86, Squad 86 and Hinsdale Engine 84 responded for a gas leak inside at house at 31 Gold Ave. Nicor had to be called regarding this leak.
- Wednesday, May 12<sup>th</sup> at 9:48 PM. Ladder 86, Medic 86 and Chief 86 responded for a strong burning odor in the area of Walker and Railroad Ave. Upon investigation firefighters found a vehicle with a burned up and overheated clutch in front of the building at 1 Walker Ave. Firefighters spoke with the driver.
- Wednesday, May 12<sup>th</sup> at 9:55 PM. Ladder 86, Engine 86 and Chief 86 responded to the area of 230 Oxford for a smoke odor and haze. Several square blocks including the Hinsdale Golf Course were checked for the source and the source was finally located the next day at 411 Naperville Rd. where a resident was burning trash, leaves, grass, wood etc. illegally. Resident was warned by the Police and the fire was extinguished by the resident.

12. Mutual Aid Calls:

- Monday, May 10<sup>th</sup> at 4:44 PM. Lt. Dour Denlinger, the department Hazardous Materials Technician responded with Utility 86 to assist the Tri State Fire Protection District for a chlorine spill incident at a chemical facility located at 10100 Archer Ave. in Willow Springs.

13. 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 three (3) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.
- Clarendon Hills Medic 86 responded to assist the Hinsdale Fire Department one (1) time.
- The fire department responded to thirty-one (31) emergency calls in the past three (3) weeks.

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

