



## VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

June 4, 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 – No 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))

May 2021							Mon May 31
Sun	Mon	Tue	Wed	Thu	Fri	Sat	<u>Memorial Day - Offices Closed</u>
25	26	27	28	29	30	1	
2	3	4	5	6	7	8	<b>Thu Jun. 3</b>
9	10	11	12	13	14	15	<u>Chamber of Commerce's Market Day</u>
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	<b>Mon Jun. 7</b>
30	<b>31</b>	1	2	3	4	5	<u>Village Board Regular Meeting</u>

**Mon Jun. 7**  
Chamber of Commerce Meeting

**Thu Jun. 10**  
Chamber of Commerce's Market Day

**Wed Jun. 16**  
Chamber of Commerce Meeting

**Thu Jun. 17**  
Chamber of Commerce's Market Day

**Thu Jun. 17**  
Clarendon Hills Library Blood Drive in  
Versiti Mobile Coach. Appointment  
recommended.

## MEMORANDUM

**To:** Village President Austin and Village Board  
**From:** Kevin Barr, Village Manager  
**Date:** June 4, 2021  
**Subject:** Weekly Report

- **COVID-19 Business Operation Update** – Businesses continue to operate as reported before. Staff has purchased decorative banners to improve the appearance of the traffic barriers, which were installed this week.
- **Staff Response to COVID-19 Pandemic/Village Operations** – Staff operations are continuing to operate well with no recent concerns.
- **COVID-19 Health Department Update** – There was no call this week. Trends continue to be good, with vaccines proceeding. Today the Governor announced that the State will be going to “Phase 5” effective June 11. This means all the limitations will be removed!
- **Meeting re Audit** – On Wednesday morning Village President Austin, Trustee and Finance Committee Chair Jorissen, Finance Director Potempa and I met with the Village auditor to review the report for the CY 2020 Audit. The report is very positive. A public report will be made in front of the full Board on Monday night.
- **ILCMA Annual Meeting** – On Wednesday Assistant Manager Creer and I participated in the annual meeting for the ILCMA, which was primarily held to confirm elections to the ILCMA Board for the upcoming term. I will be serving as an at-large member of the Board. There was also a training session regarding local government ethics.
- **Meeting with Consultant regarding Cell Tower Leases** – On Thursday Public Works Director McLaughlin, Finance Director Potempa and I met with the Villages consultant to discuss the recent loss of leases. We are continuing to monitor this situation as it is an important source of revenue.
- **DMMC Manager’s Committee** – Also on Thursday I participated in this meeting. Topics discussed included purchase of new public safety radios by the Emergency Telephone System Board (ETSB), use and receipt of American Rescue Plan funds (larger “entitlement” communities have received payments, smaller communities, like Clarendon Hills, are waiting for the transfer to come through the State), police retention/recruitment issues and the potential for a “streaming tax.” The latter is something we may

discuss with the Board as part of strategic planning.

- **Electric Aggregation**- The Village received updated quotes and will provide updated recommendation Monday Night.
- **Paylocity HR Module Implementation**- Staff finished the preliminary implementation of the new Paylocity modules, these will allow the Village to streamline recruitment, onboarding, performance evaluations, and compensation increases while eliminating many file cabinets of paperwork.
- **Community Development Director Position** – We may have an update for the Board regarding the status of this position on Monday night.
- **Farmers Market Continues!** – The Market on the new site adjacent to the Village Hall took place again on Thursday, this time with music for most of the morning. Please drop by one of these Thursdays to check it out!
- **Dancin' in the Street** – Posters are out around town and the Village has started its advertising campaign. First “Acoustic Night” concert is in 4 weeks. See the poster attached.
- **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.

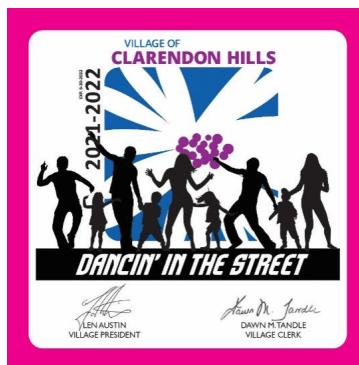


## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** June 4, 2021  
**Subject:** Department Report

1. On Wednesday, Dan Berg, Managing Partner from Sikich LLP, met with Village President Austin, Trustee Jorissen, Village Manager Kevin Barr, and myself to discuss the results of the CY2020 audit. The Village had another successful audit year and continues to be financially sound with a healthy fund balance. Dan will be present at the June 7<sup>th</sup> Board meeting to present the audit to the Village Board.
2. Vehicle Stickers are almost due...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.

"Dancin' In The Street" stickers are going fast!!! Do not delay, purchase your sticker today... by donating a minimum of \$10.00 (plus regular sticker price).



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.**

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:** June 4, 2021  
**Subject:** Weekly Report

1. Crews got the tents, tables and chairs out of storage and cleaned up for various summer events.



2. Lots of watering was completed to support new grass seed from stump grinding and ruts from cars parking off the concrete ribbons.
3. Crews were in on Sunday and Monday to empty the trash cans as our new waste hauler did not complete this portion of their contract.
4. To promote the use of the Big Belly garbage can near Starbucks, the additional small cans were removed. The Big Belly compacts garbage and is more efficient, eliminating the need for extra trash pickups on the weekends.
5. Water meter reading took place on Tuesday, June 1<sup>st</sup>.
6. Tree planting was pushed back to next week due to the availability of the planting contractor.
7. Banners were installed on the concrete barriers in the Downtown.

# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT

DATE: June 4, 2021

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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## Fireworks Safety Tips

The Office of the State Fire Marshal and the National Fire Protection Association recommend that people attend a professional fireworks display on July 4th to ensure a safe holiday.

People interested in shooting fireworks, either privately or as a professional display, need to be aware of Illinois' new fireworks regulations that recently went into effect. The regulations divide fireworks displays into two categories:

- consumer fireworks, which include such items as fountains, repeaters and parachutes.
- pyrotechnic displays, which use professional grade fireworks such as mortars, cake bundles, and ground displays that depict a picture.

Both types of displays are only permitted in villages, municipalities and counties that have passed ordinances allowing such displays.

It's important to note that several well-known types of fireworks, such as firecrackers, bottle rockets and Roman candles, are not allowed in Illinois under the new regulations.

Novelty fireworks, such as snakes, sparklers, and party-poppers, are not regulated by the state, although municipalities have the authority to enact an ordinance prohibiting the sale and use of sparklers on public property. While legal, sparklers present a serious danger because of the high temperature of the wire during and after its use. Sparklers burn at temperatures of up to 1,200 degrees Fahrenheit (982 degrees Celsius) and remain extremely hot long after the sparks have stopped. Many children are injured each year by sparklers. Children playing with novelty fireworks must be closely supervised by adults to prevent injury.

Visit the [Office of the Illinois State Fire Marshal](#) for information about how to qualify to shoot consumer or pyrotechnic fireworks.

### **Recent Training and Meetings**

- Officers received training on updated ETSB policies.
- Several officers and I attended training put on by the DuPage State's Attorney Office.
- Sgt. Porter, Sgt. Finfrock and I attended the Dist. 181 safety meeting.

### **Recent events:**

May 26, 5:02am, officers responded to an apartment in Clarendon Arms for a domestic trouble call. Once officers quelled the situation, it was discovered that one of the parties was wanted out DuPage County for failing to appear in court. The subject was placed into custody and transported to DuPage County Jail.

May 28, 8:16pm, officers responded to the 10 block of Blodgett for a verbal domestic between siblings. Officers spoke with the parents.

May 29, 10:18pm, officers stopped a Wood Dale resident for speeding on 55<sup>th</sup> St. The driver also had a suspended driver's license. The driver was cited and released from the scene. A passenger was able to drive the car away.

May 30, 1:42am, officers responded to an apartment on Forest Hill Dr. for a subject trying to enter the complainant's residence. Once on scene, officers found an open-door apartment with a highly intoxicated subject passed out on the floor. CHFD was called to evaluate the subject.

June 2, 3:43pm, officers responded to the 100 block of Oxford for a report of a suspicious person. The complainant advised that an unknown elderly male approached their children, who were playing in the driveway. Officers could not find the subject.

June 3, 2:29pm, officers responded to an apartment at 284 Woodstock for a domestic trouble. Officers calmed the subjects involved. One of the participants was transported by CHFD for evaluation.