



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

October 8, 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)

October 2021							Fri Oct. 8
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Firefighters' Pension Board Meeting
26	27	28	29	30	1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	Thu Oct. 14
17	18	19	20	21	22	23	Chamber of Commerce's Market Day
24	25	26	27	28	29	30	Mon Oct. 18
31	1	2	3	4	5	6	Electronic Waste Pickup

Mon Oct. 18
[Village Board Regular Meeting](#)

Wed Oct. 20
[Chamber of Commerce Meeting](#)

Thu Oct. 21
[Chamber of Commerce's Market Day](#)

Thu Oct. 21
[Zoning Board of Appeals and Planning Commission Meeting](#)

MEMORANDUM

To: Village President Austin and Village Board
From: Kevin Barr, Village Manager
Date: October 8, 2021
Subject: Weekly Report

- **The Open Door Taproom & Bottleshop** – Grand Opening is today, Friday, October 8th at 3 PM. They are located at 20 S Prospect for those not aware. Please stop by and check it out!
- **Next Board Meeting** – The next meeting is on Monday, October 18th at 6:30 p.m. and again will offer a virtual option.
- **COVID Update** – I participated on the DuPage Health Department call on Monday morning. Reporting on general trends was possible. Though the County was still in the “High” transmission category (like most of the Country) we are on the verge, if trends continue, of moving to the “Substantial” spread category. They also provided additional information regarding booster shots and data showing that spread in schools is 3.5 times higher when there is NOT a mask policy for students.
- **Budget Meetings** – Budget work continued this week. As discussed, we tentatively expect the full budget meeting to be on November 1, with an early evening/late afternoon start. We still expect to schedule a meeting with the Finance Committee at some time before that.
- **DMMC Manager’s Committee Meeting** – I attended this meeting in Westmont on Thursday morning. A presentation was made regarding the status of MERIT, a DuPage wide intergovernmental police initiative. The intent is to provide extra support for individual communities when major events occur. Regular business was also discussed.
- **WSMTD Closing Meeting** – The West Suburban Mass Transit District (WSMTD) held a reception to close out their many years of existence. I attended along with Trustees Jordan and DeDobbelaeere. The WSMTD worked for many years providing funding support for communities along the BNSF line. This included Clarendon Hills. We received substantial funding to support the renovated train station facilities. Thank you to Jon McCabe, who was the Village’s long-time representative on the WSMTD Board.

- **Flu Shots** – Flu Shots were made available for Village employees this past Wednesday. We do not have a count on the number of participants.
- **Electronic Waste Collection** – LRS is offering curb collection of electronic waste on October 18th. Emails went out to residents this week and LRS sent mailers too. Residents need to sign up by October 14th to be on the schedule for a pickup. More information can be found at www.clarendonhills.us



MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: October 8, 2021
Subject: Department Report

1. The Village has received the American Rescue Plan Funds for Non-entitlement units of local government. These funds are from the Coronavirus Local Fiscal Recovery Fund, which provides a critical source of relief for smaller local governments, which have not received direct fiscal assistance from the federal government since the onset of the COVID-19 pandemic. The funds received consisted of \$594,89, which is 1 of 2 equal payments. The second installment will be in 2022. The funds have been recorded in a newly created American Rescue Plan Fund.
2. REMINDER... ***A Pet License is Required for anyone that owns a dog or cat in the Village.***

A Pet License can be purchased in person at the Village Hall or Village Police Station. The application shall be on the form provided by the Village and shall contain the name and address of the owner or keeper, name, breed, sex or whether neutered, and color of each animal proposed to be licensed. When completing an application for a dog and/or cat license, the application shall be accompanied by a veterinarian certificate showing that the animal has been given rabies inoculation shots. Every owner of a dog and/or cat shall firmly secure a current Village animal license to the licensed dog and/or cat using a collar.

The Fee for a pet license is \$15.00 per animal.

3. Effective August 1st, a late fee for purchasing Village Vehicle Stickers was applied ...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 and ends on June 30th of the following year.

Residents can make online purchases at 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 - \$60

Seniors (62+) are eligible for a 50% discount. (\$30.00)

Motorcycle - \$45

4. Just a friendly reminder to residents of the various ways to pay their water bill:

- **Online Payments (Quickest, easiest...NO CREDIT CARD FEES!!!)**
 - 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



MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: October 8, 2021
Subject: Weekly Report

1. Underground work was completed at the Burlington Alley and Plaza Project. Framing for concrete in the alley and at the curbs was completed. That concrete will be poured early next week. Paving will follow based on the availability of the paving contractor. Hopefully, late next week or early the following week.
2. The outbound station project saw the installation of steel framing, parapet walls and associated electric conduit completed this week. Next week the roof panels will go on and field measurements taken to fabricate the glass enclosure. Snowmelt wiring is also slated for installation next week with concrete pouring the following week.
3. All work at the Public Works Garage is now complete making the building water-tight once again. These improvements will extend the functionality of the building for decades to come. Next week, the Ann Street Water Facility will be re-roofed.
4. Based on a resident suggestion, a warning sign was added at the south end of the alley on Walker adjacent to Brahma's indicating the pedestrian sidewalk and alerting drivers to watch for pedestrians.
5. Water valves maintenance was started on the north side of the tracks.
6. Typical work such as mowing, parkway inspections, water appointments, farmers market setup, and locates occurred this week.



1 N. Prospect Avenue
Clarendon Hills, Illinois 60514
630.286.5412

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Jonathan Mendel, Community Development Director
DATE: October 8, 2021
RE: Community Development Department Report

1. **Building Permits.** For September 2021, the Village issued twenty-four (24) permits in a variety of categories totaling \$18,100 in permit revenue, representing \$1,517,676 of projects' value.
2. **Met with the owner at 14 S. Prospect – new English Garden location**
Toured the property and plans for 14 S. Prospect, while discussing the particulars of the project and the positive generalities of the current and future community and economic development status and needs of downtown.
3. **Grand Opening – The Open Door (20 S. Prospect)**
The Open Door tap room has a grand opening at 3pm on October 8, 2021, with great enthusiasm and dedication for downtown Clarendon Hills.
4. **Il Mio (30 S. Prospect Ave)**
The project is moving along well and may have an imminent opening this month. I am working with the owners regarding construction costs and TIF reimbursement applicability.

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: October 8, 2021

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

Prevent incidents by observing the following

Pedestrian Safety Tips

A cartoon illustration of a young boy with black hair, wearing a blue t-shirt, a yellow and green high-visibility vest, blue pants, and white sneakers. He is holding a black flashlight in his right hand and pointing it towards the camera. He is standing on a sidewalk next to a road with a crosswalk. The road has a white arrow pointing upwards. The background is a red gradient.

Be Seen

1. Wear bright colours
2. Wear reflectors
3. Carry flashlights
4. Walk facing traffic

A cartoon illustration of a young girl with black hair in pigtails, wearing a pink long-sleeved shirt, white shorts, and orange sneakers. She is crossing a street at a crosswalk. A yellow car is stopped at a red light, with a person in the driver's seat. A traffic light on the right shows a red signal. The background is a yellow gradient.

Be Smart

1. Watch for drivers turning at intersections
2. Always cross at designated crosswalks
3. Never cross once the signal has turned yellow or red
4. Make eye contact with drivers
5. Remove headphones
6. Stay off your phone

Fall is upon us, and the days are getting shorter. Parents, please discuss pedestrian safety with your children. Follow the link for tips on pedestrian, Halloween costume and motorist safety. <https://www.nsc.org/home-safety/tools-resources/seasonal-safety/autumn/halloween>

Recent Training and Meetings

- Sgt Porter, Sgt Finfrock, and Detective Michalek attended the DuPage States Attorney's training seminar.
- Sgt. Robak attended a use of force for supervisors training class.
- This month's Police Law on-line training pertains to cannabis laws.
- Detective Michalek attended Lead Homicide Investigator training.
- I attended the DuPage States Attorney's training seminar and the Qualified Immunity Task Force meeting.

Recent events:

On September 30, 9:14am, officers responded to the PNC Bank for a customer dispute. Officers helped to resolve the issue.

On September 30, 11:21am, officers responded to the 100 block of Burlington for a domestic standby. While there, one of the parties complained that some items of hers was missing. Pending.

On September 30, 7:09pm, officers responded to the station for a suspicious incident complaint. Pending.

On October 1, 6:37pm, officers responded to the area of 56th and Western for a report of shots fired. It turns out, the complainant's neighbor was shooting a pellet gun in his own yard.

On October 1, 9:46pm, officers responded to an apartment on Concord for a verbal domestic. Officers helped to mediate the situation.

On October 1, 10:50pm, officers responded to the train depot for a domestic argument occurring on an arriving train. Officers spoke with the parties involved and offered advice.

On October 5, 12:30am, officers were responding to a call for assistance from a neighboring jurisdiction and witnessed a subject run from a resident's driveway to a blacked-out vehicle waiting on the shoulder of Coe Rd. The vehicle fled at a high rate of speed to Ogden Ave., then fled down E/B Ogden. Officers followed up with the resident on Coe Rd. and were unable to determine if a crime occurred.

On October 5, 1:10am, officers assisted Westmont PD with a domestic in their town.

On October 5, 12:58pm. Officers responded to the Infiniti dealership for an attempted theft of vehicle. A black male entered the detail bay and attempted to steal an unattended vehicle. The subject fled in a black Jeep Grand Cherokee.

On October 5, 2:17pm, officers responded to the 300 block of Ruby for a criminal damage to property complaint. The complainant witnessed a white male trim branches from one of her bushes. Officers spoke with the suspect and advised him of potential charges if this type of activity continues.

On October 5, 4:20pm, officers spoke with a commuter regarding a theft. The victim parked their scooter at the train station on October 1 at 6:00am. They returned at 4:00pm to find their coat gone. Pending.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: October 8, 2021
Subject: Weekly Department Report 2021-28

1. Fire Prevention Bureau Activity.
 - Lt. Godek conducted several life safety inspections this week.
2. Training Report:
 - Wednesday evening twenty-one (21) Firefighters attended fire suppression training. This training involved pumping operations with the Engine and Ladder truck. Several runs were created getting water to the aerial ladder in minimal amounts of time.
 - Daily on duty sessions were conducted.
3. COVID 19 Report:
 - COVID 19 Procedures have been in place and amended periodically since March 16, 2020. With the bridge phase between phases 4 and 5, I amended the fire department COVID 19 procedures on May 20, 2021. They will be modified again when the State of Illinois moves to a full Phase 5 plan. The fire department COVID Plan has been modified on June 15th to adhere to the Phase 5 regulations and CDC guidelines. On August 6th I modified the CHFD COVID plan because of the uptick of the COVID Delta variant. Basically this revised plan required additional masking indoors and on calls.
 - All Fire Department personnel are treating every call with extreme caution regarding possible COVID exposure. There is concern about the increase of COVID 19 cases with the Delta variant.
 - On Wednesday morning, I attended a virtual meeting with the DuPage County Health Department regarding the COVID 19 issues.
 - On September 3rd the Governor issued a revised Executive Order which basically requires EMT-B's and EMT-P's (Paramedics) to be vaccinated or perform weekly COVID 19 testing. All Fire Department personnel have provided proof of vaccination, except five (5) of the fifty-one (51) members of the fire department remain unvaccinated at this time and will be providing weekly PCR testing documents to me.
4. Emergency Medical Services Report:
 - No report.
5. Clarendon Hills/Hinsdale FD sharing of services report:
 - Sent you an IGA for an automatic aid agreement with the Westmont Fire Department to be on the October 18th Village Board agenda.
6. Emergency Management Report:
 - No report

7. Du-Comm Report:
 - No report.
8. Vehicle Maintenance:
 - Squad 86 was taken to Wirfs Industries in McHenry last week for annual maintenance and servicing. We expect to get it back next week.
9. Today we held the quarterly meeting of the Clarendon Hills Fire Fighter Pension Fund. At this meeting we approved the Tax Levy for the fund, Approved bills, accepted the Sawyer and Falduto Investment Report and approved additional documents to be signed for Schwab to complete the transfer of assets to the new state investment fund. On January 4, 2022, all assets of the Clarendon Hills Firefighters Pension Fund will be transferred to the newly created Illinois Firefighter Pension Investment Fund (IFPIF). Eventually all Firefighter Pension Fund assets from all funds in Illinois will be transferred to the IFPIF.
10. Wednesday from 4-7 PM, Flu vaccinations were given at the fire station. About thirty (30) vaccinations were given to Village Employees and their family members.
11. FEMA Grants:
 - Earlier this year we had the opportunity to apply for a FEMA Fire Act Grant to help fund a replacement engine for the fire department. This week I was notified that we did not get the grant because we could not prove the financial need. Deputy Chief Roger Krupp worked very hard on this grant request.
 - Deputy Chief Roger Krupp has also been working on FEMA Covid 19 grants. Earlier this year the village \$25,285.56 for COVID related expenses. Deputy Chief Krupp kept working on trying to get additional funds for COVID related expenses. This week we were approved for another \$17,444.06 in funding. The village should see this in their bank account very soon. The total we have received from FEMA for COVID 19 related expenses now totals \$42,729.62. Thank You to Deputy Chief Roger Krupp for his hard work on obtaining the data from all departments of the village to file for these grants.
12. Incidents of Interest:
 - Thursday, September 30th at 1:17 PM. Clarendon Hills Engine 86, Medic 86, Squad 86 and Westmont Engine 183 responded to the Police Department 448 Park Ave. for an inside natural gas leak.
13. Mutual Aid Calls:
 - None
14. 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 two (2) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Darien Woodridge Fire District one (1) time

The fire department responded to twenty (20) emergency calls in the past week.



- Saturday, October 2nd at 7:48 AM. Medic 86 and Ladder 86 responded to 217 Burlington Ave, for a car that crashed into a commercial building. No injuries because the car rolled into the building while unattended and no one was in the building. Minor structural damage to the front of the building.
- Saturday, October 2nd at 6:09 PM. Medic 86, Ladder 86 and Hinsdale Engine 84 responded for a vehicle accident with injuries on Rt. 83 southbound south of 55th St.
- Tuesday, October 5th at 7:02 PM. Medic 86 and Ladder 86 responded for a vehicle vs. Pedestrian accident with injuries at Prospect and Railroad Avenues. One (1) patient was transported to a Level 1 Trauma Center (Good Samaritan Hospital) because of the injuries sustained.

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

