



## **VILLAGE OF CLARENDON HILLS MANAGER'S REPORT**

**November 1, 2019**

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**A. 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**

**B. Calendar**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** November 1, 2019  
**Subject:** Weekly Report

1. **DuPage County Field Court Discussion** – Chief Dalen and I attended a meeting of interested communities on Wednesday to discuss this issue. Discussions with the County will continue towards the goal of maintaining a local field court.
2. **Budget Update/Board Workshop Schedule** – As a reminder, the Budget Workshop meeting with the Board will take place at 5:30 p.m. on Monday November 4. The regular meeting of the Board will take place at 7 p.m. the same evening. We will then be able to continue the budget discussion as required. Budget materials are available on the Village website at [www.clarendonhills.us/budget](http://www.clarendonhills.us/budget) and paper copies are available at the Village Hall and Library.
3. **Halloween Results** – Due to inclement weather (see below) there was much discussion around the region about “delaying” Halloween festivities. Clarendon Hills, like most communities, chose not to try and change the date. Halloween is, of course, not actually a Village ran event, so it is problematic to try and change it in any case. As it turned out, trick or treating went off without incident. Hope for better weather next year!
4. **Weather Events** – In the last week, we managed to have three (!) different weather events. Last weekend we had enough rain to cause crews to come in for pumping in Chestnut Alley and to deal with localized issues in other parts of town. It also is apparently never too early to get in your first two snow events. PW crews salted twice and dealt with numerous dropped branches from the Wednesday event. The Police Department was also helpful in moving branches onto the parkway so that PW crews could get to them over a reasonable period of time.
5. **Flagg Creek Water Reclamation District Meeting** – PW Director McLaughlin and I met with staff from Flagg Creek to introduce ourselves and discuss particular events of interest. We also talked about the possibility of re-forming the group of local municipalities to facilitate regular meetings with Flagg Creek staff.
6. **ILCMA Board Meeting** – I attended the Illinois City Manager’s Association Board Meeting on Friday morning. We discussed regular business of the Board, which is an organization dedicated to the support of professional local government management in Illinois.
7. **IRMA Education Summit/Board of Director Meeting** – On Wednesday, Peter and Brendan attended IRMA’s annual education summit. This year featured the Aurora Police Chief who discussed the shooting which took place in their City back in February, 2019. After the summit the quarterly Board of Directors meeting took place and discussed new cyber security coverage IRMA was purchasing.
8. **Free Leaf Pickup** - Leaves only (no grass!) can be placed in yard waste cans or paper yard waste bags and placed out on Tuesdays with your other garbage without a sticker for the rest of November. Other yard waste (grass clippings, sticks, weeds, etc.) still require a sticker. Of course, this assumes you can find the leaves in the snow!

9. **Village Hall** – Village Hall staff enjoyed Halloween with the theme Village Disney Villains. Residents who came into Village Hall enjoyed seeing these reinvented friendly faces.



***Have a great weekend!***



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** November 1, 2019  
**Subject:** Department Report

1. I would like to give a shout out to our newest Part-time Staff Accountant “Melissa Chandler” as she concludes her first week at the Village. What a first week...Halloween, Spooktacular festivities, and of course the snow. Welcome to the Village Melissa!
2. The Finance Department released the draft version of the Proposed CY2020 Budget, copies have been posted in the lobby of Village Hall, the Library, and on the Village Website at [www.clarendonhills.us/budget](http://www.clarendonhills.us/budget).
3. The Finance Department also has begun the process for the proposed bond issue to support the financing of the Train Station Project, an authorizing ordinance will be brought forward this coming Monday at the board meeting.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** November 1, 2019  
**Subject:** Weekly Report

1. Early snows had us out on Wednesday morning to address streets and the train station. We were out again to salt the train platform on Thursday morning and then salted the streets in the late afternoon and again in the evening as temperatures dropped.
2. The heavy snow on Wednesday morning caused many limbs to fall. On Wednesday the priority was to get limbs off the streets and driveways. Overnight, in an effort to get sidewalks open for trick or treaters, Police Officers moved smaller limbs from sidewalks and made a list of the larger limbs to have Public Works cut up and get them off the sidewalk on Thursday. All sidewalks were open by Thursday afternoon.
3. Crews began a sweep of the town for all parkway limbs that came down on Friday. Based on the amount of storm damage, we estimate that we can get it all collected by the end of next week.
4. The Burlington Water Tower painting job is now complete. Water samples were taken on two consecutive days and sent to the lab for testing. Both samples passed and the tank was placed in service.
5. Saturday night we had crews come in to pump down Chestnut alley, clear off some catch basins and barricade a few street locations due to standing water. Sunday morning, we pumped down water in the alley that accumulated after midnight on Saturday. Thursday morning had us pump it down on more time and the pump was relocated to the public works garage due to the cold weather. It is prepped and ready to go if needed.
6. 45 shut off notices were distributed on Monday 44 paid and one customer was shutoff.
7. Our first salt order was placed on Monday.
8. Monthly meter reading occurred on Thursday.
9. A streetlight was knocked down by a delivery truck at 211 Burlington on Monday. A new pole is on order. It will take eight weeks for delivery.



Picture courtesy of Resident Mary Brown



## MEMORANDUM

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: November 1, 2019  
RE: Department Report

1. **Chamber of Commerce Special Committee** - There is no doubt the [Chamber](#) puts on excellent events all year long (ie Daisy Days, Halloween Walk, Christmas Walk, Farmers Market, and Business Afterhours). For the past two weeks I participated in a special committee, lead by Mike McCurry. The sole purpose of the Committee is to review and discover services to better assist chamber business members in this quickly evolving business environment. Some of the topics under review include group marketing, training and advanced networking. The Committee hopes to present recommendations to the Chamber in November or December. Reminder Christmas Walk is December 6, 2019.
2. **Downtown Revitalization Project – Train Station and Streetscape Improvements** – Preconstruction meetings for the Train Station and Streetscape Improvements will be conducted during the next two weeks. Project updates will be posted at [www.clarendonhills.us](http://www.clarendonhills.us). Demolition and Construction at the Village's Commuter Parking Lot and Train Station will begin in Late November 2019.

### NOTICE FOR SOUTH-LOT PERMIT HOLDERS

While this project is underway, a large portion of the South-Lot Parking Lot will not be available for commuter parking. South-Lot Parking Permit Holders are encouraged to park in commuter designated parking spaces along Burlington Avenue, Railroad Avenue and the north side of Ann Street adjacent to the South-Lot Parking Lot as shown on the map below. Visit [www.clarendonhills.us/altparking](http://www.clarendonhills.us/altparking) for more information.

### NOTICE FOR BLUE DOT PERMIT HOLDERS

While this project is underway, a large portion of the South-Lot will be unavailable for commuter parking. During construction the Village is assigning some Blue-Dot parking spaces for commuter parking. Additional Blue-Dot parking spaces will be provided on Walker Avenue, Park Avenue and South Prospect Avenue as shown on the map below. Visit [www.clarendonhills.us/altparking](http://www.clarendonhills.us/altparking) for more information.

3. **Richmond Education Gardens & Apiary – Brick Paver Installation.** This year we were able to harvest 70 lbs of honey at the Gardens apiary thanks to our team of bee keepers. Now bottled, we have begun to sell 3 oz jars (\$6) and 8 oz jars (\$16) of home grown honey. Our supply of local honey is sure to go fast! You can buy yours at the Village Hall.

Brick installation has been postponed to later this month. There is still time to order your personalized bricks. Please support the Richmond Education Gardens and Apiary by purchasing [online](#) a custom engraved brick in honor of a family member, friend, business or organization.

4. **Permits.** In October the Village issued twenty-four (24) building permits having a total reported construction value of \$496,093. The monthly permit report for October will be posted at [www.clarendonhills.us/bp](http://www.clarendonhills.us/bp) later next week.



## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: November 1, 2019

To: Village Manager Kevin Barr

From: Chief P. Dalen

Subject: Weekly Activity Report

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**Although cold and snowy, Halloween went off without incident! Officers did a great job keeping the ghouls and goblins safe and the trick-or-treaters, who weathered the blustery day, will have a great story to tell when they get older.**



### **Training and Events:**

- Sergeant Finrock and Assistant Kelly Green attended training on the DuPage County database system.
- Officers received roll call training on bicycle safety.
- Officers completed on-line Police Law training.

### **Significant traffic and criminal activity during the past week.**

Detective Robak continues to investigate the Rte. 83 fatal crash that occurred almost two weeks ago. Multiple interviews were conducted and several additional search warrants were executed.

On October 25, 3:01pm, officers had contact with two juveniles, who were in possession of cannabis and THC vape cartridges. Officer are working with the parents and will refer the juveniles to Peer Jury.

On October 29, 8:34pm, officers responded to the 10 block of Arthur for a crisis intervention.

On October 31, 8:03pm, officers responded to a disturbance between neighbors in the 5700 block of Holmes. Officers quelled the situation.

## November

2019

Su	M	Tu	W	Th	F	Sa
27	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

## Village Calendar

**Village Board Rescheduled Regular Scheduled Meeting****November 4, 2019, 5:30 PM - 9:00 PM @ Board Room**[More Details](#)**Village Offices Closed for Veterans Day****November 11, 2019, All Day**[More Details](#)**Village Board Regular Scheduled Meeting****November 18, 2019, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)**Chamber of Commerce Meeting****November 20, 2019, 9:00 AM @ Board Room**[More Details](#)**Zoning Board of Appeals and Planning Commission (ZBA/PC) Meeting****November 21, 2019, 7:30 PM @ Board Room**[More Details](#)**Village Offices Closed for Thanksgiving****November 28, 2019 - November 29, 2019**[More Details](#)

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