



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

May 1, 2020

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)

◀ May ▶ 2020 ▼

 Village Calendar

Su	M	Tu	W	Th	F	Sa
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	6

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[Village Calendar \(9\)](#)

Police Pension Fund Regular Meeting
May 4, 2020, 5:30 PM @ <https://lauterbachamen.zoom.us/j/83884147354?pwd=dEp5OWpiZEZvY3ZkeXY3REZaUTJlQT09>
[More Details](#)

Village Board Special Meeting
May 4, 2020, 6:30 PM @ Board Room
This meeting is a virtual meeting check agenda for sign in information.
[More Details](#)

Village Board Regular Meeting - CANCELLED
May 4, 2020, 7:00 PM @ Board Room
[More Details](#)

Clarendon Blackhawk Mosquito Abatement Dist. Meeting - Cancelled
May 12, 2020, 7:00 PM @ Village Hall Main Building
[More Details](#)

Village Board Regular Meeting
May 18, 2020, All Day @ Board Room
[More Details](#)

Chamber of Commerce Meeting
May 20, 2020, 9:00 AM @ Board Room
[More Details](#)

Zoning Board of Appeals and Planning Commission (ZBA/PC) Meeting
May 21, 2020, 7:30 PM @ Board Room
[More Details](#)

Village Offices Closed - Memorial Day
May 25, 2020, All Day
[More Details](#)

Cancelled - Clarendon Hills Recycling Extravaganza
May 30, 2020, 9:00 AM - 11:30 AM @ Walker Elementary School
See flyer for details. This event was rescheduled from April 25th due to Covid 19.
[More Details](#)

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager
Date: May 1, 2020
Subject: Weekly Report

- **Donation for PADS** – As reported before, Christopher B. Burke Engineering donated meals to Village employees working during the Pandemic. This donation, purchased from Country House, was redistributed to the PADS group to be used by people in need. Pictured is Officer Calderon delivering the contribution to PADS.
- **Staff Response to Coronavirus Pandemic:** - Staff is continuing to respond to the Pandemic to the best of our ability. Given the extension of the stay-at-home order announced by the Governor, we are extending the existing facility closures and staff arrangements. This continues to work well with no known limitation on Village operations.
- **Coronavirus Update** – Members of Village staff continue to participate in numerous virtual meetings regarding this issue. I participated in meetings with DMMC Manager's (2/week), the DuPage County Health Department, the Governor's office and Chicago Mayor Lightfoot. We are also holding weekly virtual department head staff meetings.
- **Extension of Stay-at-Home Order** – The Governors extension order through the end of May goes into effect today, with several new provisions taking effect. Included is allowing golf play (affecting the Hinsdale Golf Club), increased delivery and pick-up at retail establishments and the requirements that face coverings be worn in groups or inside retail establishments such as grocery stores. This is theoretically to be enforced by local police departments. It is our expectation that we would continue to recommend the use but are not anxious to take an active enforcement role.
- **Chestnut Alley Work** – As you can see, the Chestnut Alley project has been proceeding with great speed. In order to keep it moving ahead we have authorized work to continue tomorrow (Saturday).
- **Fire Study Update** – This project continues to move ahead. I held a conference call with Managers from Hinsdale and Westmont to confirm their support in answering questions. We are also in the process of setting up additional meetings with Village Trustees.
- **Meeting re Status of TIF Project** – Earlier today Community Development Director Ungerleider, Finance Director Potempa and I met via Zoom with Attorney Bayer to discuss the status of the downtown TIF and how it might be affected by the COVID-19 crisis. Though there is still a chance for financial impact, we now believe any potential project could still work using the TIF, even if values otherwise are depressed.
- **Clarendon Hills ranked #7 Green Power Partner Community by EPA** - The U.S. Environmental Protection Agency announced its Spring 2020 rankings on April 27th. The Village of Clarendon Hills has lined up as #7 on the list of Green Power Partner communities in terms of percentage Green Power versus total power consumed. The full press release is attached.



As a reminder, a page has been set up on our website to provide information and updates for public consumption. This includes links to agencies such as the Health Department that have the most up-to-date information.

Enjoy the upcoming weekend and stay safe!





Village of Clarendon Hills Ranked #7 in the USA by the EPA

The U.S. Environmental Protection Agency announced its Spring 2020 [rankings](#) on April 27. The Village of Clarendon Hills has lined up as #7 on the list of Green Power Partner communities in terms of percentage Green Power versus total power consumed.

The EPA designation is in recognition of the Village's dedication to using 100% Renewable Energy for its Residential and Small Business Electric Aggregation program. 68.1% of the Village's entire electrical consumption is derived from Renewable Energy Certificates from Midwest wind generation.

Participating residents pay exactly the ComEd supply rate with zero premium for the Green Energy.

In more good news, the new annualized ComEd supply rate was announced yesterday. The ComEd base rate will decline from its current 7.175¢ per kWh to 6.842¢ beginning June 1, 2020.

The high EPA ranking combined with lower power costs are all good news for Village residents. View this 4-minute video which shows how Renewable Energy works: www.tinyurl.com/GreenEPA.

"We're happy about supporting clean energy generation," said Clarendon Hills Assistant to the Village Manager Zachery Creer. "It's a smart thing for the environment, and we were pleased to negotiate a contract to bring Green Energy to Clarendon Hills for no additional cost to our residents."

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: May 1, 2020
Subject: Department Report

Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing.

(Note: The Mail slot at Village Hall has been moved to a temporary Mailbox located along Prospect Avenue, this is temporary during the Front Porch replacement project.)

- **Online Payments**
 - www.clarendonhills.us/388/Online-Bill-Pay
 1. Pay by Credit/Debit Card (All major credit cards accept with no addition fees)
 2. Sign up for Auto Debit (ACH – auto draft a checking or savings account)
- **Pay In Person/Drive Up Drop box**
 - The Village Hall is temporarily closed due to the Covid19 social distancing recommendation from the Governor's office. There is a temporary Mailbox set up along Prospect Ave. This will be checked daily M-F for water bill payments.
 - Clarendon Hills Bank has Drive-up Drop box 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



MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: May 1, 2020
Subject: Weekly Report

1. At Chestnut Alley, A. Lamp installed the geomat and stone on the west end of the alley. The east end was excavated. Rain has delayed some work on Thursday and Friday. Crews will be working Saturday after 8:00 A.M. Next week, the plan is to remove the existing well and pump station and install the new well and a temporary pump system. At the end of the week, the contractor anticipates they will start on the concrete edges.
2. Due to the never-ending rain on Wednesday into Thursday, crews pumped down the alley on three separate occasions. Between the new holding capacity on the west and the excavated area on the east side, there was sufficient volume to hold the rain with very little backing up into the yards.
3. Grading and ditching efforts were started in a few different areas to address drainage issues.
4. Storm sewer was installed and backfilled at Richmond Gardens.
5. During the rain, we took the opportunity to paint a couple of offices.
6. A round of lawn mowing was completed.
7. A number of water inspections were completed.
8. Monthly meter reading occurred on Friday.
9. As we do as a normal course of business, we continue to monitor both water towers and check on the water supply intake locations daily. A number of JULIE locates were performed.
10. In an effort to “stop the spread,” Public Works continued to follow a minimum staffing plan this week and when crews are in they are maintaining social distance from each other. Next week we will return to a fully staffed operation with staggered start and break times.

MEMORANDUM

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: May 1, 2020

RE: Department Report

1. Downtown Revitalization Project

- a. **Train Station Improvements.** Despite the rain, as we all experienced – a lot of rain, we were able to begin construction of the decorative concrete retaining wall foundation. Completion of the concrete wall construction is expected in June.
- b. **RR Crossing Improvements.** We have an agreement with ICC and BNSF regarding the relocation of the railroad bungalow, installation of new crossing gates at Prospect Avenue, and Village Cost. Originally the Village has received a grant from the State requiring the Village to only be responsible for 10% of a \$1.3 million improvement. The State has agreed to cover 100% of the costs associated with the Gate improvements. The Village will only be responsible for the cost of required fencing and flatwork adjacent to the new gate system. Once the new agreement is approved and signed by all parties, the Village will be able to proceed with the permit process for the outbound shelter and related streetscape improvements (aka Streetscape Improvements - Phase II).
- c. **Streetscape Improvements.** As reported last week, Phase I of the streetscape improvements scheduled to begin on May 4, with completion anticipated by July 4. Some may have witnessed the delivery of the project's new stormwater piping to the area and pavement saw-cutting front of Village Hall earlier this week. Please note, that during the duration of this project, the front door and mail slot of the Village Hall will remain inaccessible. Please use the temporary mailbox behind Village Hall at Prospect Avenue.



- 2. **Chamber of Commerce.** On April 22, the Chamber of Commerce held its fifth virtual video conference [workshop](#). This week's workshop provided in-depth instruction on marketing with social media (Google, Facebook, Twitter, Instagram, and myspace (just kidding)). A recording of the workshop will be posted on the Chamber's YouTube Channel [[here](#)].
- 3. **Building Permits.** In April the Village issued twelve (12) permits, including one (1) new home, having a total reported construction value of \$1,196,012. The April Monthly Permit Report will be posted next week at clarendonhills.us/bp.

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: May 1, 2020
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Governor's Pritzker's COVID-19 Executive Order:

- **The Executive Order will be extended until the end of May. Starting today, certain guidelines of the Order have changed while some guidelines remain the same.**
- Those who are using shared space must maintain a 6ft distance.
- Those who can not maintain a 6ft distance in public must wear a face-covering.
- Face-coverings are required in public indoor spaces, such as stores.
- You can only leave your house for essential jobs, business, activities for health and safety or to get necessary supplies and services.
- Non-essential businesses can re-open for phone-in orders and curbside pick-up.
- Public parks can be used, but playground use is prohibited.
- Fishing, boating and golf are permitted only when social distancing can be achieved

Residents, who are looking to support our local restaurants, please consider donating restaurant gift cards to DuPage Pads www.dupagepads.org.

Training and Events:

- Luis Calderon is back on patrol with the Department. His start date was April 29th.
- Officers completed Court Smart online training.

Events this past week:

On April 24, 8:46am, officers responded to the Clarendon Arms Apartments for a burglary to motor vehicle complaint. The victim had items stolen from her unlocked car.

On April 24, 6:52pm, officer spoke with a Westmont resident, who had his blk Trek bicycle stolen from the Jewel. The offender was a male, with dark complexion, driving a gold/tan four-door sedan.

On April 27, 11:39am, officers responded to an apartment at 284 Woodstock for a suicidal subject holding a knife to his throat begging officers to kill him. Officers were able to deescalate the situation and have the subject transported for evaluation.

On April 28, 9:02pm, officers responded to the 400 block of Commons for a residential burglary. The offender may be known to the victim. Pending.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: May 1, 2020
Subject: Weekly Department Report 2020-10

1. Fire Prevention Bureau Activity during the past week.
 - No Activity this week because of COVID-19
2. Training Report:
 - All face to face training has been cancelled because of COVID-19. All firefighters continue to use the Target Solutions on line training.
3. Emergency Medical Services Report:
 - Over the past 13-14 weeks we have been getting many messages from the IDPH and Loyola regarding the Coronavirus. Paramedics and EMT's have special precautions to take to determine if someone might have this and also how to protect themselves and others. Du-Comm also has procedures in place regarding this. Special questions are asked when taking 911 calls. Also if Coronavirus is suspected, Du-Comm has a system in place to warn first responders.
 - The MABAS Division 10 Fire Chiefs continue to share information electronically and are keeping our Incident Action Plan up to date. We are all meeting remotely on a weekly basis.
 - We continue to work with the DuPage County Office of Emergency Management, DuPage County Health Department, Loyola EMS System and area fire departments to share information. We also participate in weekly conference calls with them also.
 - Lt. Dave Godek continues to be busy acquiring protective clothing and supplies for infection control for now and into the future. All of this information has been passed on to all department EMT-B's and Paramedics. Additional equipment has been placed on all responding vehicles. Additional decontamination procedures are also now in place.
 - Lt. Dave Godek continues to search for sources of certain EMS Protective and cleaning equipment. This is very difficult because of the shortages. So far Lt. Godek has been able to acquire additional N-95 masks, Tychem Suits for paramedics, Tyvek suits, additional surgical gowns, Exam gloves, CBRN Filters and Hazmat boots. Our PPE inventory is in good shape.
 - We have been in contact with the Birches to discuss their contingency plan and the precautions they have in place on site there. Recently we transported an ill resident from that location with possible COVID-19 symptoms to an area hospital. The results for that patient came back negative. At this time the Birches has no confirmed cases.
 - Firefighters and Paramedics continually train using the specialized PPE provided.
 - All on duty personnel are having their temperatures taken at the beginning of their shifts.
 - We are preparing the fire department so that we can continue these procedures and practices for extended period of time, possibly 4-6 months or more if needed.
 - A fire department succession plan is in place in case the management of the fire department is comprised by this virus.
 - The fire station is locked down and no visitors are allowed inside the fire station at any time.

- During the past week Firefighters and Paramedics have responded to four (4) suspected COVID -19 cases with Medic 86. So far all of them have tested negative.
- At this time there are twenty five (25) confirmed COVID-19 Clarendon Hills residents. Two (2) residents have died from the COVID-19 Virus. The amount of confirmed cases in Clarendon Hills have seemed to level out at this time.
- This week we did eight (8) "Drive By" Birthday Parties for children. Ladder 86 and Medic 86 arrived with their lights and sirens going and the kids were very excited. (Parents too!)

4. Clarendon Hills/Hinsdale FD sharing of services report:

- No report.

5. Emergency Management Report:

- All Emergency Proclamations have been given to the DuPage County Office of Homeland Security and Emergency Management.
- Deputy Chief Roger Krupp is taking the lead on two (2) IEMA/FEMA grant programs related to COVID-19. We are tracking and will be submitting any expenses for PPE, sanitizing materials and employee time for these functions. We are also looking for future PPE for first responders and patients along with sanitizing systems that are grant eligible. This is very time consuming to prepare these grant requests. Thanks to Deputy Chief Krupp for taking the lead on this.

6. Du-Comm Report:

- Du-Comm is also prepared for the current events regarding Coronavirus. They are asking additional information when taking 9-1-1 calls. Also additional information as appropriate will be sent to Firefighter, Paramedics and Police Officers responding to medical calls. Du-Comm is no longer accepting tours or sit-a-longs in the dispatch center. Access to the Communications center has been very limited to only persons who need to be in there.
- All Du-Comm meetings will be virtual until further notice.

7. Vehicle maintenance:

- Medic 86 (2014 Freightliner) was taken out of service on Friday, April 17th because of an air leak, leaking shock absorbers and a minor fuel leak. Annual preventive maintenance is also being conducted. Medic 86r (2007 International), our reserve/backup ambulance will be placed into service while Medic 86 is out for repairs. We hope to have the vehicle back to us and in service tomorrow May 1st.

8. Incidents of Interest:

- Firefighters and Paramedics have responded to four (4) incidents involving patients suspected of having the COVID-19 virus.

9. Mutual Aid Calls:

- None

10. Fire/Rescue/EMS calls:

- The Hinsdale 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 fire department responded to fourteen (14) emergency calls in the past 7 days.

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

