



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

May 22, 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 ▼

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

Village Calendar

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](#)

Jump To:

Village Calendar (2)

June						
2020						
Su	M	Tu	W	Th	F	Sa
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	1	2	3	4

Jump To:

 Village Calendar (9)



Village Calendar

Village Board Regular Meeting

June 1, 2020, 7:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

June 4, 2020, 7:00 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

Clarendon Blackhawk Mosquito Abatement Dist. Meeting

June 9, 2020, 7:00 PM @ Village Hall Main Building

[More Details](#)

Chamber of Commerce Farmers Market

June 11, 2020, 7:00 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

Village Board Regular Meeting

June 15, 2020, 7:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Meeting

June 17, 2020, 9:00 AM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

June 18, 2020, 7:00 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

Zoning Board of Appeals and Planning Commission Meeting

June 18, 2020, 7:30 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

June 25, 2020, 7:00 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager
Date: May 22, 2020
Subject: Weekly Report

- **Staff Response to Coronavirus Pandemic:** - This was discussed with the Village Board on Monday night. Based on the status of the State rules, and the reality of the Village Hall front door being impassable, we are planning to remain closed to the public through the end of June. We expect the project to be completed by July 4th. We will probably allow limited access to the Police Department, in part to accommodate vehicle and pet sticker purchases.
- **State “Re-Opening” Plan** – This week the State announced an amendment to the guidelines for “Phase III” re-opening. The most notable change is that it will allow for “outdoor” dining for restaurants. We ASSUME that this will go into effect at the end of the current period (May 29). As a result, all communities are scrambling to figure out how this can be implemented. We have already assumed that the Village would be flexible in helping restaurants do this, but the devil is in the details. There are/will be requests to close streets and/or use public funds for these purposes. Once we have a concept, I plan to review this with the Board. This may require an Executive Order to be in place in time. Like all of this, we expect this to be a work in process.
- **COVID 19 Funding** – As you may know, both the State (about \$3 billion) and DuPage County (about \$160 million) received direct funding from the Federal Government as part of the first “CARES” Bill. It was always unclear how, if at all, this would be shared with municipalities (Chicago also received direct funding). We are now “stuck” in that State legislation is proposing some sharing, but only to communities outside of the five (5) counties that received direct funding. This is a problem, which we are hoping will be sorted out in a fair manner. If not, communities like ours will be severely hurt. We will keep you informed.
- **Summer/Community Events** – On Monday night the Village Board confirmed that the traditional Dancin’ in the Street series would NOT take place this year. Staff is working with Trustee Hall and the Chamber to consider potential alternatives.
- **Fire Study Update** – Interviews with all Village Trustees have now been completed. We will provide an update when available.
- **DuPage Medical Drive-By** – Thanks to Chief Leahy and personnel in Fire, Police and Public Works departments for taking part on a drive-by honoring health care workers this week. I am told it was greatly appreciated.

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 holiday weekend and stay safe! ***Offices (virtual too) are closed Monday for the holiday.***

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: May 22, 2020
Subject: Department Report

1. May 1st marked the beginning of Vehicle Sticker Sales. Applications were sent to each home on May 14th. All sales are currently taking place online or by mail. Online purchases can be made by visiting the Village Website and clicking "Online Bill Pay" www.clarendonhills.us/388/Online-Bill-Pay. Prices are as follows:

- Passenger Car- \$40
- Motorcycle- \$30
- Seniors (62+) are eligible for a 50% discount

In previous years to purchase a sticker at the "Senior Rate" Seniors were required to come in and show proof of age. While the "Stay at Home" order is in effect Senior's will be able to purchase their Stickers at the "Senior Rate" online or by mail without having to physically come in and show proof.

Village of Clarendon Hills residents have the option to purchase a special vehicle sticker showing their support for Dancin' in the Street Summer Concert Series. By donating a minimum \$10.00 (plus regular sticker price). In the event the Concert Series is cancelled due to COVID-19, your donation will be repurposed for an even better concert next year.

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 next year.

2. Pet License Tag's will go on Sale June 1st, more details to follow.
3. 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: Joe Ferrel, Operations Superintendent
Date: May 22, 2020
Subject: Weekly Report

1. At Chestnut Alley, A. Lamp finished the concrete ribbons and private reimbursable parking lots. The permeable brick pavers will be installed next week.
2. The Village experienced extended rainfall on Saturday night until late Sunday night. Up until the extremely heavy rainfall between 6:15 PM and 7:15 PM when an additional inch of rain was added to the 2.7 inches that already fell, the storm system was keeping up. When the additional inch of rain was added, the storm sewers and ditches could not take on that amount of rain. The outfall at Blue Lake and at Five Corners exceeded capacity forcing storm sewers to surcharge. There were additional surcharges to a number of sanitary sewers as well. Crews were called in to close a number of streets due to flooding and to pump down Chestnut Alley.
3. Public Works responded to a number of follow up requests throughout the week related to Sunday's storm.
4. Hydrant flushing occurred on the north side of the village. The private utility serving some areas south of 55th Street was also flushing water mains in that area. Monthly water testing was also accomplished this week.
5. Crews worked on a variety of projects including ditch repairs, street signs, and lawn mowing.
6. The banners in the business district were changed over in time for the holiday weekend.
7. Crews planted flowers and other plantings in the business district and other locations throughout town. All the planter beds, recently landscaped parkways and these new flowers are all being watered three times a week or as needed.
8. IDOT will begin a maintenance project on the Chicago Avenue Bridge starting on Tuesday. The bridge will be closed during the construction.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Dan Ungerleider, Community Development Director
DATE: May 22, 2020
RE: Department Report

1. **Preparing to Reopen.** During the last five days I have been meeting with local businesses and the Chamber in preparation of a partial opening in June. Plans are in the works to allow for outdoor dining, alternate delivery of services, and coordination of marketing efforts. More to come next week.
2. **Downtown Revitalization Project**
 - a. **Train Station Improvements.** With the last bout of rain behind us, we have continued to pour sections of the wall. We are on track for installation of underground utilities and shelter foundations in early June.
 - b. **Streetscape Improvements.** Decorative lighting was removed for protection during the project. The photograph to the right shows pavement removed, leaving a shorter pedestrian crossing at Prospect and Burlington. We are still on track to complete this portion of the project by July 4.
3. **Building Permits.** So far in May, the Village has issued eleven (11) permits, having a total reported construction value of \$215,571.



VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: May 22, 2020
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Residents, please remember to lock your vehicles and homes. The Department responded to several car burglaries this past week.

Please wear a face mask and remember the 6ft rule when going out and about.

Vehicle stickers are now on sale. Please purchase them on the Village website or drop a completed application, with payment, in our foyer mailbox.

Training and Events:

- The Department participated in a drive-by parade for health care workers in Hinsdale.
- I participated in the weekly teleconference conducted by ISP Director Kelly. The steps to opening Illinois during this COVID-19 epidemic were discussed.
- Officers have been completing Court Smart on-line training.

Events this past week:

On May 16, 6:47pm, officers responded to an apartment at 285 N. Richmond for a domestic battery complaint. Once on scene, officers discovered that the offender had fled the area. The victim was transported to the hospital. Officers obtained an arrest warrant for the offender.

On May 19, 6:50am, officers responded to the 10 block of Gilbert for a burglary to motor vehicle report. The victim reported that his security camera captured video of two subjects stealing items from his unlocked vehicle that was parked in the driveway.

On May 19, 11:37am, officers responded to the 200 block of Coe for a burglary report. The resident advised that unknown subjects entered her open garage and stole items from her unlocked vehicles.

On May 20, 2:07pm, officers responded to the 400 block of McDaniels Circle for a crisis intervention situation. Officers offered guidance to resident.

On May 20, 4:05pm, officers responded to an apartment at 285 N. Richmond for a domestic trouble complaint. Officers spoke with the parties involved and determined that a verbal argument took place.

On May 21, 1:47pm, a resident from the 400 block of Hudson called to report an identity theft. It was reported that unknown persons used the resident's credentials to purchase \$20,000 worth of items via PayPal. Pending

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: May 22, 2020
Subject: Weekly Department Report 2020-13

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 16-17 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.
 - This week I participated in several conference calls related to the COVID 19 emergency:
 - DuPage County Health Department
 - DuPage County Office of Homeland Security and Emergency Management
 - Amita Health (Hinsdale and Lagrange Hospitals)
 - MABAS Division 10 Fire Chiefs
 - Du-Comm
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. The proclamations will be active for the immediate future.
 - Deputy Chief Roger Krupp submitted a FEMA grant application for the reimbursement of \$26,549.84 for PPE costs incurred to date. We are also working on other grant funding from the Cares Act, IEMA, FEMA and DuPage County. More information on those will be reported to you in the weeks to come.
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.

- Du-Comm has reported that one (1) of their employees is ill and has tested positive for COVID 19.
 - I Thursday I attended the monthly meeting of the Du-Comm Fire Chiefs on Zoom.
7. On Thursday, Captain Rediehs and I attended the Village Safety Committee meeting on Microsoft Teams.
 8. On Tuesday at noon, the Clarendon Hills and Hinsdale Fire Departments along with the Clarendon Hills Police and Public Works Departments did a drive by parade at the DuPage Medical Group Medical Center complex at 40 S. Clay St. in Hinsdale to honor and thank all of the health care workers there for their work on the front line. Many doctors and Nurses were outside waving and others were also inside waving through the windows.
 9. Nine (9) Birthday party drive-by's were conducted during the last week.
 10. Vehicle Maintenance:
 - Medic 86 should be back today from service and repairs in Woodstock.
 - Captain Bonser replaced a fan motor in Ladder 86 in house this week.
 11. Incidents of Interest:
 - Firefighters and Paramedics have responded to two (2) incidents involving patients suspected of having the COVID-19 virus.
 12. Mutual Aid Calls:
 - Hinsdale Medic 84 responded to one (1) EMS call in Clarendon Hills because of multiple calls.
 13. Fire/Rescue/EMS calls:
 - The Hinsdale 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 Fire department responded to twenty-one (21) emergency calls in the past 7 days.

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

