



**MINUTES OF A SPECIAL
VILLAGE BOARD MEETING OF
THE VILLAGE OF CLARENDON HILLS
PRESIDENT AND BOARD OF TRUSTEES**

**Village of Clarendon Hills
One North Prospect Avenue, Clarendon Hills, Illinois**

February 1, 2021

President Austin called the meeting to order at 6:34 p.m.

1. ROLL CALL

Present at Roll Call: President Austin

Present at Roll Call (Electronically): Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Absent: Trustee Jorissen

Also Present: Village Manager Barr

Also Present (Electronically): Assistant Village Manager Creer, Community Development Director Ungerleider, Finance Director Potempa, Fire Chief Leahy, Police Chief Dalen, Public Works Director McLaughlin, and Clerk Tandle

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

3.1 COVID-19 Update: Village Manager Barr reported that trends in the area and in the State continue to head in a positive direction. The number of COVID cases, hospitalizations, and deaths are down across the County and the Country. Vaccines are slowly becoming available, with an average of 14,000 doses being distributed to the County each week. The State remains in Phase 1B of the vaccination plan. At the current pace, it could take 10-12 weeks to complete vaccinations for that phase. The Health Department's plan at the moment is to rely on local distribution (hospitals, doctors' offices, pharmacies, etc.) as the primary way to distribute the vaccine. School District 86 has offered the use of Hinsdale Central High School as the vaccination site for all area school personnel and essential workers, which could possibly extend to municipal employees.

3.2. Trustee Jordan moved concurrence with President Austin's appointment of Peter Jablonski to the Zoning Board of Appeals/Plan Commission (term expires May 31, 2025). Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

- 3.3. Trustee Jordan moved concurrence with President Austin’s appointment of Kirk Admire to the Downtown Design Review Commission (term expires May 31, 2025). Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

4. ADDRESSES FROM THE AUDIENCE – NON-AGENDA ITEMS

President Austin received an email message from resident Brian O’Donnell thanking the Public Works Department staff for doing a great job to quickly and efficiently clear Village streets during the weekend’s significant snowfall.

5. RECESS TO STANDING COMMITTEE MEETINGS

Trustee Jordan moved to recess to the Administrative and Legislative, Community and Intergovernmental Affairs, Finance, Land Use, and Public Services Committee at 6:47 p.m. Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

Administrative and Legislative

5.1. Staff requested guidance from the Board with respect to outdoor operations as warmer weather approaches, including the use of public property for outdoor seating and dining. Community Development Director Ungerleider stated that the use of concrete barriers which allowed for additional seating on segments of streets in the central business district last year were well received by business owners. He noted that the current budget contains limited funds to design formal plans for safe and more attractive outdoor seating options rather than continuing to use the concrete barriers. If the Board supports this concept, Director Ungerleider recommended that “parklets” should be sturdy enough to remain stable and secure during the warmer months and easily removable for storage during the winter months. It was the consensus of the Board that local businesses should be supported and allowed to install seasonal outdoor seating after their plans are approved by staff and permits are issued. However, the Board requested that staff contact other business owners to determine their willingness to potentially lose parking spaces during the summer months.

5.2. During the January 19 Village Board meeting, the Board adopted a Resolution approving a refuse contract with Lakeshore Recycling Systems (“LRS”) but requested that staff provide additional information regarding the possibility of including a curbside electronic waste (“e-waste”) pick-up option. Trustee Knoll stated that the e-waste option would include two

curbside e-waste pick-up dates per year, most likely in the spring and fall. All residents would be billed an additional \$0.40 per month for this service. He noted the large list of acceptable electronic items and stated that there would be a limit of seven items per pick up. It was the consensus of the Board that this service is worth the nominal price increase and will be a benefit to the community. Therefore, the Board requested that LRS's proposal be amended to include the e-waste pick-up service for implementation commencing in the first year.

Community and Intergovernmental Affairs

5.3. The Board and staff had a lengthy discussion regarding future planning for the *Dancin' in the Street* summer concert series. Trustee Hall outlined several suggestions to streamline the event and achieve greater involvement from the community and local businesses. Trustee Hall stated that the special events working group currently consists of three to four volunteer members. He believes there should be a minimum of six members to operate this event, but ten to twelve members would be optimal. He recommended getting the Chamber of Commerce, local organizations, local businesses, and residents more involved. He noted that Derek Berg, President of the Chamber of Commerce, has offered to assume the responsibility of providing recommendations for bands. Trustee Hall suggested that Village staff might also continue to be of assistance by reaching out to local businesses or managing some of the negotiations.

Trustee Jordan stated that attendance at this year's concerts may be poor due to ongoing COVID-19 concerns. He also does not support intense participation by Village staff. Trustee Knoll expressed his support for summertime activities that bring the community together but is also uncertain about the amount of community participation this year. He asked if there is a contingency plan to host other staged events in the event the concerts are postponed this summer. He suggested that residents be encouraged to become members of the special events working group and volunteer for other community events rather than relying on Village staff. It was the general consensus of the Board that efforts should move forward with the summer concert series. Village Manager Barr suggested that the concert series should be possible this year given the amount of outdoor space in the central business district but recommended that Federal and State guidelines be monitored and observed.

Finance

5.4. Finance Director Potempa presented the 4th Quarter Treasurer's Report for calendar year 2020 for the period of October 1, 2020 through December 31, 2020. She stated that, at this point, the Village has received the majority of budgeted revenues. She noted that the Treasurer's Report numbers are pre-audit and that audit adjustments will be made to account for revenues not yet received and expenditures not yet paid. The annual audit is expected to take place in mid-March and final details are anticipated to be presented to the Board in June 2021.

Land Use

5.5. As discussed during the calendar year 2021 budget process, the Tracy's Tavern property has been on the market for over a year. Several brokers and potential commercial developers have approached the Village to develop the property but have chosen not to because there is no traffic

signal at the intersection of 55th Street and Western Avenue. \$35,000 is included in the calendar 2021 budget to conduct a traffic signal warrant study at that intersection. Staff has received a proposal to conduct the study from Village Engineer, Christopher B. Burke Engineering, Ltd., for an amount not to exceed \$25,000. While it has been staff's intention to share the cost of the study with a potential developer, it was noted that the owners of Tracy's Tavern have yet to agree to sales terms that are acceptable to the development community. Trustee Freve stated that he believes \$25,000 is too much to spend on a traffic signal warrant study at this point. He suggested that it would be easier and far less expensive to approve a preliminary feasibility analysis using traffic data collected from 55th Street and Clarendon Hills Road. He also recommended meeting with representatives of the DuPage County Division of Transportation to discuss the County's requirements regarding this matter. After discussion, the Board agreed with Trustee Freve's recommendations. Community Development Director Ungerleider stated that he will work with the Village Engineer to develop a more preliminary study proposal.

Public Services

5.6. Due to ongoing problems with overflowing garbage in the central business district, especially during the warmer months, the Village has implemented a Bigbelly compacting garbage can program which includes a dual refuse and recycling compacting station in front of Starbucks. Because overflow continues despite the efforts of the Village's refuse provider and the Public Works Department to empty the cans, staff recommended adding two additional dual compacting stations, one in front of Domino's Pizza and one in front of The Daily Scoop. The total monthly cost for two dual compacting stations plus an additional attachment for pizza boxes in front of Domino's Pizza is \$628.10.

Staff recommended paying the first year's fees out of the Downtown TIF funds and paying for future years through the Village's refuse contract. Trustee DeDobbelaere questioned whether it is appropriate to use TIF funds for this type of expense. Village Manager Barr and Community Development Director Ungerleider explained why this would be a TIF-eligible expense and noted that the additional cans will benefit the entire downtown business district. President Austin expressed concern that the recycling cans are not being used appropriately and that people continue to throw contaminated items into them. He suggested installing refuse-only cans rather than dual refuse and recycling cans. After discussion, the Board agreed to table this matter until staff has had an opportunity to contact the Village's refuse provider for additional information and alternate pricing for a single refuse can in front of The Daily Scoop and a single refuse can plus pizza box attachment in front of Domino's Pizza.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Jordan moved to reconvene the Village Board meeting at 8:35 p.m. Trustee Freve seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

7. ADDRESSES FROM THE AUDIENCE – AGENDA ITEMS – There were none.

8. CONSENT AGENDA/OMNIBUS VOTE

Consent Agenda Item 8.5. was tabled. Trustee Jordan moved to approve the Consent Agenda as amended and then itemized by President Austin. Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

8.1. Approval of the Rescheduled Special Village Board Meeting Minutes of January 19, 2021 – OMNIBUS VOTE

8.2. Approval of Claims No. 21-02-01M in the amount of \$199,955 – OMNIBUS VOTE

8.3. Approval of Claims No. 21-02-01 in the amount of \$170,147.94 – OMNIBUS VOTE

8.4. Acceptance of the Treasurer’s Report for the period of October 1, 2020 through December 31, 2020 – OMNIBUS VOTE

8.5. Adoption of “A Resolution Authorizing the Leasing of Additional Bigbelly Stations between the Village of Clarendon Hills, Illinois and Connect by Bigbelly” (Resolution No.R-21-07) – [TABLED]

9. NON-CONSENT AGENDA ITEMS – There were none.

10. REPORTS OF OFFICERS

- Village Manager Barr announced that the next Village Board meeting is scheduled for February 16 due to the Presidents’ Day holiday on February 15. He stated that the biennial strategic planning meeting will be scheduled after the three new Trustees are seated following the April 6, 2021 Consolidated Election. He welcomed outgoing Trustees to participate in the public meeting. He also thanked the Public Works Department staff for their reliable efforts to clear Village streets during this past weekend’s significant snow event.
- Police Chief Dalen reminded residents to continue to lock up their belongings, houses, and cars. He noted that there has been a significant increase in the number of carjackings in Chicago and the Chicagoland suburbs. He requested that residents remain vigilant and aware of their surroundings and the people around them at all times while driving or parking their cars. He also provided information regarding methods to increase situational awareness. Chief Dalen noted that parking is prohibited on Village streets during snowfall events of two inches or more and for twelve hours following a snowfall event to allow snowplows to clear streets without obstruction.

- Public Works Director McLaughlin extended his appreciation to Public Works Department crews who worked all weekend to plow Village streets.
- Community Development Director Ungerleider reported that he met last week with Tim French, the owner and developer of Mycroft Row. Mr. French indicated that he is in full agreement with the conditions set forth in the original redevelopment agreement for tax increment financing for the project. Director Ungerleider anticipates presenting the final redevelopment agreement for discussion and first consideration at the February 16 Village Board meeting. He provided a brief update regarding the status of the Downtown Revitalization Project. He also noted that a kickoff meeting was held last week regarding the Burlington Plaza/Alley Project. He anticipates that the Downtown Design Review Commission will begin the design process in the near future so that the project can begin in late spring or early summer.

11. OTHER BUSINESS – There was none.

12. EXECUTIVE SESSION – There was none.

13. ADJOURNMENT

There being no further business to come before the Board, Trustee Jordan moved to adjourn the meeting at 8:50 p.m. Trustee Freve seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, and Knoll

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

Dawn M. Tandle
Village Clerk