

**VILLAGE OF CLARENDON HILLS
MANAGER'S REPORT
DECEMBER 6, 2013**

A. Policy Feedback –

B. Management Reports

1. **Manager's Notes -- See weekly report**
2. **Finance Department -- No weekly report**
3. **Public Works Department -- See weekly report**
4. **Community Development Department -- See weekly report**
5. **Police Department -- No weekly report**
6. **Fire Department -- No weekly report**

C. Calendar



Village of Clarendon Hills Manager's Report

To: Village President & Board of Trustees

From: Randall Recklaus, Village Manager

Date: December 6, 2013

1. It will be cold, but the annual Christmas Walk and Village Christmas Tree lighting will begin at 6pm tonight. Be sure to stop by Village Hall for some hot cocoa and cookies!
2. Staff is still waiting on a response from the owner of the property at 9 to 23 Walker on the possibility of an ice rink at that location. Until we get permission from the property owner to proceed, further planning is obviously on hold.
3. This morning, we were able to reach a tentative agreement on terms with AT & T on a new cell antenna lease for the Burlington Water tower. We have been in discussions with AT & T since last spring. The lease will mean better coverage for AT & T users and \$45,000 in new lease revenue each year. 12 new antenna will be installed. Currently cell tower lease revenue is split between the capital and water funds, though Staff is contemplating recommending a change to that split beginning next year. The lease agreement will be brought before the Board for approval at the December 16th Village Board meeting
4. Meade Electric made modifications yesterday to the traffic signal at Chicago and Middaugh. A joint press release from the Village and the School District will go out later today. Now, when the walk button is pressed, vehicular traffic from all three directions will see a red light for the duration of the walk signal. Staff is working with the School District on a potential safe routes to school grant to cover other possible improvements to that intersection as well.
5. Staff is beginning work on the FY 14/15 Budget. Each department is in the process of developing their annual budget requests to be presented to Peg and I.
6. Lastly, the Village was "liked" by its 400th Facebook user this week. We have seen a large uptick in Facebook activity recently, with some of our posts being viewed by as many as 1,500 users (posts can be shared and reposted to people who haven't "liked" us). The site can be an excellent way to reach a large group of people in a short period of time.

Hope to see you all tonight at the Christmas Walk tonight!

Village of Clarendon Hills
Department of Public Works

MEMORANDUM

DATE: December 6, 2013
TO: Randy Recklaus, Village Manager
FROM: Mike Millette, Director of Public Works
SUBJECT: Department Notes

1. The road project has wrapped for the year. The landscaping and striping is complete. All access has been fully restored but there are some substandard asphalt drives which will be replaced in the spring as will a few areas of concrete.
2. Repairs to the west side, mid-block seat wall on Prospect were completed last Friday. We have noticed that the remaining seat walls require tuck pointing and will include this in the upcoming budget cycle.
3. The re-programming of the Chicago & Middaugh traffic signal was completed yesterday. Pushing any of the pedestrian call buttons will place a call to the signal controller which will change all signal heads to red and all pedestrian signals to the walk symbol. We will monitor this change, both for the enhanced pedestrian safety and to ensure that vehicular traffic is not unduly delayed (to the point of inciting driver misbehavior).
4. We have been completing decoration installation and general clean-up in and around downtown in anticipation for the Christmas Walk tonight. We will be working up to, and through, the event.



MEMORANDUM

To: Randy Recklaus, Village Manager
From: Dan Ungerleider, Community Development Director
Date: December 6, 2013
Subject: Department Report

1. **227-213 Burlington Avenue** - Before and after the Thanksgiving holiday weekend, the Village completed the site restoration work on this property. Although new property maintenance issues may arise in the spring, the work approved by the Courts has been completed. This code enforcement case, originally identified well over three years ago, is closed.
2. **Business License Renewal** - Notices were mailed to all 500+ 2013 business, home occupation, scavenger and contractor license holders indicating that license renewal applications are now being accepted for the 2014 calendar year. Applications and current license holder lists are published on the Community Development Department web page at <http://www.clarendonhills.us/BusinessList.cfm>.
3. **DCEO Grant Extension** - In 2011 the Village received a \$250,000 from the Department of Commerce and Economic Opportunity for costs associated with the engineering and design associated with the potential redevelopment of the Village's commuter train station and parking lot. This project was delayed as a result of changing economic conditions and the community needs for the property and the downtown. This week we requested that the terms of the grant be extended through 2015 to allow the community to finish its comprehensive planning activities (Downtown Master Plan Update). The revised DTMP will better address future and long-term development needs for its downtown, including its commuter station property.
4. **Restaurant Summit** - Invitations to the Village's first Restaurant Summit were mailed to all restaurants within the Village of Clarendon Hills. The Summit, being held on December 16, 2013 will give restaurant owners and managers an opportunity to meet with representatives from the Village of Clarendon Hills, the DuPage County Health Department, and the Flagg Creek Water Reclamation District. The purpose of the event is to maintain communication channels between Clarendon Hill's restaurant community and the Village, Flagg Creek and the County.
5. **Permits Issued** - The Village issued 29 permits, including 4 new homes, during the month of November. The total construction value for work permitted in November is \$3,181,765. A copy of the monthly permit report is published on the Community Development Department web page at <http://www.clarendonhills.us/CDForms.cfm>.

~ December 2013 ~							Jan 2014 ▶
◀ Nov 2013	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1		2 7 p.m. – Village Board Mtg.	3	4	5	6 6 p.m. – tree lighting ceremony / Christmas Walk	7
8		9	10 7 p.m. – Special Events Comm. Mtg. – Board Room 7 p.m. – DTMP – Design Comm. – conference room	11	12	13	14
15		16 1 p.m. – Restaurant Summit – Board Room 7 p.m. – Village Bd. Mtg.	17	18 9 a.m. Chamber	19 7:30 p.m. – ZBA	20	21
22		23	24 Village Offices Closed	25 Christmas – Village offices closed	26	27	28
29		30	31	Notes:			

~ January 2014 ~							Feb 2014 ▶
◀ Dec 2013	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 New Year's Day VILLAGE OFFICES CLOSED	2	3	4
5		6 7 pm - Village Board Mtg.	7	8	9	10	11
12		13	14	15 9 am - Chamber Mtg.	16 7:30 p.m. - ZBA	17	18
19		20 7 pm. - Village Board Mtg.	21	22	23	24	25
26		27	28	29	30	31	Notes: