



# **VILLAGE OF CLARENDON HILLS**

## **MANAGER'S REPORT**

**March 6, 2015**

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### **A. 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 -- See weekly report**
- 6. Fire Department -- See weekly report**

### **B. Calendar**



## **Village of Clarendon Hills Village Manager's Report**

To: Village President Karaba & Board of Trustees

From: Kevin Barr, Village Manager

Date: March 6, 2015

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1. I have had a very busy first week meeting everyone and getting up to speed on all of the ongoing issues in the Village. Thank you to everyone who stopped by to meet me!
2. Last week, Interim Manager Bourke, and Assistant to the Village Manager Creer met with the Cable Franchise Cooperative and Comcast representatives to negotiate the cable franchise agreement.
3. Last Thursday and Friday, I attended the ILCMA winter conference with Zach Creer and Marty Bourke. Topics included management techniques, State lobbying and finance updates, and other general management tools.
4. The FY 2015-16 proposed budget is available in your boxes downstairs at the Village Hall. The proposed schedule has been distributed to Trustees by separate e-mail.
5. I attended the DMMC Manager's Committee meeting on Thursday. Amongst other things, we discussed the LGDF issue and potential intergovernmental road salt purchase methods to reduce costs.
6. Peg Hartnett and I are planning to attend the IMET annual meeting on the 10<sup>th</sup>. We will advise if anything of interest comes up as a result of that meeting.
7. I am continuing my previous involvement on the negotiating committee for the Nicor Franchise Consortium of which Clarendon Hills is a member. We are hopeful that a satisfactory result will be reached in the next few weeks.

Have a great weekend!

**Village of Clarendon Hills**  
**Department of Public Works**

**MEMORANDUM**

**DATE:** March 6, 2015  
**TO:** Kevin Barr, Village Manager  
**FROM:** Michael D. Millette, P.E., Director of Public Works  
**SUBJECT:** Department Notes

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1. The Village Hall external sump pump replacements were completed Tuesday. The carpet replacement is, tentatively, scheduled for the end of this month. We are discussing a permanent fix for the ice problem which exists over the back door. We intend to install the fix over the summer.
2. Today, we are preparing replacement street signs for the Stonegate subdivision and other streets which were part of last year's road program. These will be installed as the ground thaws. We are also catching-up on street light maintenance.
3. With some level of hope, we will be removing the salt spreaders from two trucks next week and prepare for ditch maintenance. We will also be prepared to address spot flooding which may occur depending upon how slow or fast the snow melts. Two trucks will remain fitted for snow operations through next week.
4. We will resume pothole patching next week.
5. Specifications for the 2015 Road Improvement Program are available now. The bid opening is scheduled for next Tuesday, March 10<sup>th</sup>.
6. We are participating in a joint bid for storm sewer cleaning and televising services being led by the Village of Lombard. As our annual quantities for this type of work are rather small, we believe that pooling together with other communities will lead to reduced prices.



## MEMORANDUM

**To:** Kevin Barr Village Manager  
**From:** Dan Ungerleider, Community Development Director  
**Date:** March 6, 2015  
**Subject:** Department Report

1. **Access To Transit Improvements** - On Monday, March 2, 2015, the Village Board approved a resolution supporting the application for reviewed the Village's most recent grant applications for CMAQ (Congestion Mitigation Air Quality program) and TAP (Transportation Alternatives Program) funding. The purpose of these funds is to support local government projects that improve air quality, mitigate congestion and support non-motorized transportation. The Village is proposing application envisions improvements adjacent to the Village's commuter train station that will improve pedestrian, bicycle and vehicle safety, and traffic flow, while optimizing access to the METRA Train Station. In addition to the aforementioned resolution, this week the Village received letters of support from METRA and BNSF railroad. Copies of the Village's applications for CMAQ and TAP funding are available on the Village's project webpage at [www.clarendonhills.us/2015CMAQgrant.cfm](http://www.clarendonhills.us/2015CMAQgrant.cfm).

Later this spring, the Village will host a public open house to share the design of the proposed improvements with the community.

2. **Eagle Scout Projects** - On Saturday, February 21<sup>st</sup> I was honored to attend and participate in the Alex Sivak's Eagle Court of Honor ceremony at Notre Dame Church. During the ceremony I was given an Eagle Scout Mentor pin for assisting Alex with his Eagle Scout project. Last year Alex organized, coordinated, promoted and managed the Village's rain barrel sales and painting contest. I am very proud of his work and his commitment to the Clarendon Hills' community.

Over the past several weeks I have been approached and met with several Eagle Scout candidates interested in a village-based project. Although I have some ideas, I am certainly open to suggestions. Please call or email me at [dungerleider@clarendonhills.us](mailto:dungerleider@clarendonhills.us) with potential Eagle Scout project ideas.

3. **Richmond Education Garden and Apiary** - Former Trustee Mary Williams has graciously volunteered to assist me with the development of the proposed education garden and apiary. She is currently looking for volunteers who are interested in seeking support and funding for this exciting project. More information about the Garden can be found on the Community Development Department's sustainability page at [www.clarendonhills.us/sustainability.cfm](http://www.clarendonhills.us/sustainability.cfm).
4. **ZBA/PC Meeting** - The Zoning Board of Appeals/Plan Commission will be meeting on March 19, 2015. During the meeting they will be conducting public hearings for two single family home variation requests and reviewing the newly formatted zoning map.
5. **Building Permit Report** - The monthly permit report for February can be viewed on the Community Development web page at [www.clarendonhills.us/cdforms.cfm](http://www.clarendonhills.us/cdforms.cfm).

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT

DATE: March 6, 2015

To: Village Manager Kevin Barr

From: Deputy Chief Boyd Farmer

Subject: Weekly Activity Report

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1. March 2, Detective Shirley attended the bimonthly FIAT training.
2. March 4, Officer Finrock (school resource team) and myself, met with the principle, assist. principle and staff from CHMS for the annual table top exercise. The Police Department and CHMS staff worked together and discussed safety scenarios during the meeting.
3. March 5, Chief Jenkins, and myself attended a seminar entitled: "Police Deadly Force Events: How Municipal Officials Should Respond". It was sponsored by the Illinois Municipal League, The Illinois Chiefs of Police and Ancel Glink.

**Significant traffic and criminal activity during the period Feb. 21, 2015 through March 6, 2015**

1. 2/23, a resident of the 100 block of Juliet Ave. filed a deceptive practice report at the station. The unknown offender e-mailed the resident and attempted to hire her services as a tutor. They agreed on a fee, but the situation soon became suspicious, when the offender wanted her to accept a check for more than that amount and return the remainder to the offender via cash cards. No loss was incurred.
2. 2/25, an officer took a station report from a resident of the 10 block of Arthur, who was a victim identity theft.
3. 3/2, an officer was dispatched to the Burlington permit lot, and met a resident of the 400 block of Traube, who reported her vehicle damaged. The vehicle was keyed on the hood and side fender.
4. 3/3, an officer stopped a vehicle driven by a 21 year old Hinsdale man on Chicago Ave. near Oxford Ave for speeding. Further investigation followed, and he was arrested for DUI.

5. 3/3, an officer responded to the home of a resident of the 5600 block of Western Ave., who reported they were a victim of identity theft. It appeared an unknown offender used his personal information and filed a federal tax return.
6. 3/4, an officer responded to the station for a report of identity theft. A resident from the 200 block of Powell, also had a federal tax return filed using their personal information by an unknown offender.
7. 3/4, an officer took a identity theft report from a resident from the 10 block of Naperville Rd., who received a fraudulent letter from the IRS claiming there was a problem with his 2014 return. He also received a \$11,000.00 check as part of the scam. Before the scam went further, the victim called and reported it to the IRS and to the police department.
8. Clarendon Hills made five arrests for driving with a suspended or revoked driver's license.

# VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

**DATE:** March 6, 2015

**TO:** Kevin Barr  
Village Manager

**FROM:** Brian Leahy  
Fire Chief

**SUBJECT:** Weekly Fire Department Report 2015-06

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1. Fire Prevention Bureau Activity during the past week.
  - Work continues on the computerized pre plan project.
  - 2015 Fire Prevention/Life Safety inspections have begun.
2. Training Report:
  - Wednesday evening, twenty nine (29) firefighters attended regular evening training. Pre-Plan visits were conducted at several buildings in Clarendon Hills and Hinsdale.
3. Emergency Medical Services Report:
  - Last week all village owned AED's and cardiac monitors were inspected, tested and re-certified by a 3<sup>rd</sup> party contractor. This is done annually.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report
5. Emergency Management Report:
  - No report
6. A few weeks ago we filed a training grant reimbursement with the Illinois State Fire Marshal in the amount of \$19,496.96. In past years we have received about 20-25% of this amount. With the current situations in the State of Illinois I am not able to determine how much we will receive if anything.
7. Last week AT&T finished the installation of a direct Fiber Optic Cable connection to AT&T. When activated this will be used for the village IP telephone system and also faster internet service.
8. Probationary Firefighters Matt Ladniak and Jim Schlicher have completed all of their recruit training and firefighter certification training. They are now certified as firefighters from the Illinois State Fire Marshal. Both of them are now in the Loyola EMT-B class.

9. On February 23<sup>rd</sup>, Foster Coach drivers picked up the new ambulance and brought it back to Foster Coach for warranty repairs. On February 27<sup>th</sup> the vehicle was transported by them to the Horton Ambulance factory for the repairs to the cracked walls in the vehicle. We expect to receive the vehicle back around April 1<sup>st</sup>.
10. Currently we are collecting data and records for an Insurance Services Office (ISO) visit on March 26<sup>th</sup> to determine our fire insurance class rating for Clarendon Hills. We are currently rated as a four (4) on a 1-10 scale. 1 being the best and 10 being the worst. The last on site ISO visit was in 1994.
11. Lieutenant Dave Godek and members of the police department have been conducting table top exercises with school district 181 to exercise their crisis plans.
12. Incidents of interest:
  - During the past week Hinsdale FD responded to six (6) automatic response calls in Clarendon Hills.
  - During the past week Clarendon Hills FD responded to three (3) automatic response calls in Hinsdale.
  - No significant calls of interest occurred during the past week.
13. Mutual Aid Calls:
  - None
14. Fire/Rescue/EMS calls:
  - During the past week the fire department responded to twenty one (21) emergency calls.

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





## Welcome to the Village of Clarendon Hills, IL, Community Calendar

Today is Friday, March 6, 2015.

March ▼		2015 ▼					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat	
<b>1</b>	<b>2</b> • Village Board Meeting	<b>3</b>	<b>4</b>	<b>5</b> • Historical Society Event	<b>6 - Today</b>	<b>7</b>	
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	
<b>15</b>	<b>16</b> • Village Board Meeting	<b>17</b>	<b>18</b> • Chamber Meeting	<b>19</b> • ZBA/PC Meeting	<b>20</b>	<b>21</b> • Village Board Budget Meeting	
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	
<b>29</b>	<b>30</b>	<b>31</b>					



Calendar Event List		 <a href="#">Add All to My Calendar</a>
Date/Time	Event	
3/2/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
3/5/2015 7:00 PM	(Local Organizations) <b>Historical Society Event</b> Public Welcome (\$5 for non-members) Cole Porter Program Come hear the story and music of COLE PORTER By John Boda, singer/ guitarist, in a multi-media presentation Village Hall Board Room 1 N. Prospect Avenue	 <a href="#">Add to My Calendar</a>
3/16/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
3/18/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
3/19/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
3/21/2015 8:00 AM	(Board & Committee Meetings) <b>Village Board Budget Meeting</b> Police Department Training Room	 <a href="#">Add to My Calendar</a>



## Welcome to the Village of Clarendon Hills, IL, Community Calendar

Today is Friday, March 6, 2015.

April ▼	2015 ▼					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6 • Village Board Meeting	7 • Consolidated Election Day	8	9	10	11
12	13 • Police Pension Regular Board Meeting	14 • Clarendon Blackhawk Mosquito Abatement District	15 • Chamber Meeting	16 • ZBA/PC Meeting	17	18
19	20 • Village Board Meeting	21	22	23	24	25
26	27	28	29	30		

Calendar Event List		 <a href="#">Add All to My Calendar</a>
Date/Time	Event	
4/6/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/7/2015	<b>Consolidated Election Day</b>	 <a href="#">Add to My Calendar</a>
4/13/2015 5:30 PM	(Board & Committee Meetings) <b>Police Pension Regular Board Meeting</b> Village Hall Lower Level Conference Room	 <a href="#">Add to My Calendar</a>
4/14/2015 7:00 PM	(Local Organizations) <b>Clarendon Blackhawk Mosquito Abatement District</b> Village Hall Lower level conference room	 <a href="#">Add to My Calendar</a>
4/15/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/16/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/20/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>