



VILLAGE OF CLARENDON HILLS

MANAGER'S REPORT

March 13, 2015

A. 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 -- No 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 13, 2015

1. As you know, the FY 2015-16 proposed budget is available and has been distributed to the Board. To date we have not received any questions or requests for additional information.
2. Congratulations to Peg Hartnett and her staff for the GFOA audit presentation award she mentions in her report. As a new Manager here it is comforting to know that financial reporting standards are being met at such a high level.
3. As previously mentioned, Peg Hartnett and I attended the IMET annual meeting on the Tuesday. A substantial report was made regarding the investment loss that I know was reported to the Board previously. Without going into detail, it appears that most, if not all, of the investment losses will be recovered as a result of the recovery effort being made by IMET. Peg or I can respond if you have further questions regarding this matter.
4. I have sent a letter to Ducomm asking for a proposal for public safety dispatch services. This is being done to provide a potential option for the Board to consider should costs associated with our current service provider escalate.
5. I will be attending the Metropolitan Managers meeting on the 19th where I will be presenting the speakers. I organized the discussion as part of my role on the board of the Metropolitan Managers group.
6. Interviews for the part-time Fiscal Assistant position start again next week. Peg Hartnett, Zach Creer, and Diana McDermott are leading those interviews.

Have a great weekend!

VILLAGE OF CLARENDON HILLS

Finance Department

MEMORANDUM

DATE: March 13, 2015

TO: Kevin Barr, Village Manager

FROM: Peg Hartnett, Finance Director/Treasurer

SUBJECT: Department Report

- We were notified this week that the Village was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada for its 2014 comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive “spirit of full disclosure” to clearly communicate the Village’s financial story and motivate potential users to read the CAFR. This is the twenty-sixth year the Village has received this award.

Village of Clarendon Hills
Department of Public Works

MEMORANDUM

DATE: March 13, 2015
TO: Kevin Barr, Village Manager
FROM: Michael D. Millette, P.E., Director of Public Works
SUBJECT: Department Notes

1. We have entered in spring cleaning mode. We have opened clogged culverts, pumped flooded ditches, trimmed trees and hauled spoils to the dump. We anticipate remaining in this mode for the next two weeks
2. Bids were opened for the 2015 Road Improvement Program on Tuesday. We received six bids with the apparent low bidder being Chicagoland Paving at \$2,199,900. This is approximately \$200,000 under our proposed budget amount. The bid award is scheduled for July 6th to accommodate the SSA public notice requirements.
3. We have completed a full round of pothole patching and also dressed-up the pavement patch over the water main repair on Golf.
4. Our final salt delivery was med yesterday. The dome and new shed are filled to capacity, representing approximately 700 tons.



Village of Clarendon Hills

MEMORANDUM

To: Kevin Barr Village Manager
From: Dan Ungerleider, Community Development Director
Date: March 13, 2015
Subject: Department Report

- 1. Preparation for 3/19/2015 ZBA/PC Meeting.** Next week, on March 19, 2015 at 7:30pm, the ZBA/PC will be reviewing four (4) cases, 2 of which will be public hearings. The ZBA/PC will first be presented the revised Village Zoning Map recently developed and reformatted using the Department's new Geographic Information System software, ArcGIS. A copy of the new map can be viewed on the Department web page. The second and third cases are requests for variations for two single family home properties. A public hearing will be conducted for each case. By ordinance, The ZBA/PC decision to approve or deny these requests is final. The last of the four cases is the formal review for the approval of the Final Planned Unit Development plans for 88 Park Avenue (fka 103 S Prospect). The ZBA/PC is required to review the Final PUD plans to confirm that they are substantially in conformance with the preliminary PUD plans previously approved by the Village Board. The ZBA/PC will forward their recommendation to the Village Board for first consideration on April 6, 2015. A copy of the ZBA/PC agenda is posted in Village Hall and on the Community Development web page at www.clarendonhills.us/zbapcagendas.cfm.
- 2. Scott's Pet Shop.** This week I had multiple phone conversations with the owner of the former Scott's Pet Shop property on Ogden Ave and perspective purchasers of the property. Several interested are considering using the property requiring Special Use approval, and another interested in a permitted retail use.
- 3. The Arts Building.** This week I had spoken with new owners of The Arts Building on Burlington Avenue. They are beginning to develop plans to renovate the building. We plan to begin meeting regularly in the near future in preparation for this project. Very exciting.
- 4. New Storm Water Ordinance.** On November 3, 2014, the Village Board adopted Ordinance 04-11-37 amending the County's Storm Water Post Construction Best Management Practices (PCBMP) requirements reducing the current threshold for requiring PCBMP storage for new impervious area from 2,500 square feet to 300 square feet. This ordinance will become effective on May 1, 2015. I have been working with the Village Engineer to develop programs to assist residents when preparing for smaller project impacted by this new regulations. More information about this topic can be found at www.clarendonhills.us/stormwater.cfm.
- 5. Permit Report.** The Department has begun to experience an increase in inquiries regarding upcoming construction projects, both commercial and residential. Although we've had a slow winter, Spring construction seems to be right around the corner. Please plan accordingly and feel free to contact the Community Development Department with any permitting or inspection questions.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT

DATE: March 13, 2015

To: Village Manager Kevin Barr

From: Chief Ted Jenkins

Subject: Weekly Activity Report

1. Sergeant Wendy Porter attended tabletop exercises at Prospect Elementary School on Monday. Exercises can be anything from parents violating orders of protection to building intrusion events. The tabletops are in addition to the lockdown drills held several times a year.
2. Officer staffing issues have put Deputy Chief Farmer on the road for the near term. One officer on light duty, one on FMLA and two in the police academy has reduced our rotation to 9 officers. Special thanks to officers who have stepped up to fill the gaps.
3. Cuddles, the Yorkshire terrier was a guest at the PD for a couple of hours on Thursday. She snuck out of her house during a realtor showing and was found by a friendly stranger. Without some help from staff at the Village Vets office to locate her owner she would have been taken to the Hinsdale Humane Society. Cuddles is now sporting new bling, a Clarendon Hills dog tag. Officers can now call her owner 24/7 and give her a lift home. Help us get your pet friends home to you by purchasing a tag. They are available in the PD lobby during business hours.



4. Thursday evening I attended the District 86 Candidate Forum at the CH Park District facility. The event, sponsored by the Clarendon Courier, was well attended and gave the candidates a chance to introduce themselves and answer questions about their platform.
5. Several complaints were filed this week by Clarendon Hills residents involving IRS tax scams. The residents received a legitimate letter from the IRS stating that their tax return had been flagged for inconsistencies with their past returns. In most cases the resident has not filed yet this year and the inconsistent return is an attempt by scammers to claim their refund. We want to remind residents to confirm the source of any correspondence they receive before discussing personal information. If you have questions or suspicions about a letter or phone call concerning your personal information contact the Clarendon Hills police.

Significant traffic and criminal activity during the period March 6, 2015 through March 12, 2014

1. On 3/7, officers were called to remove a person from the PADS site. The 52 year old male was not allowed at PADS sites due to prior issues. He initially refused to leave and then wanted an ambulance. He was transported to Good Samaritan by CHFD.
2. On 3/12, a 51 year old Clarendon Hills resident was arrested for Domestic Battery following an incident on the 100 block of Algonquin. He was charged with two counts of Domestic Battery and transported to DuPage County Jail.
3. Clarendon Hills' officers made three arrests for driving with a suspended/revoked driver's license.



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

Today is Friday, March 13, 2015.

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

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
3/2/2015 7:00 PM	(Board & Committee Meetings) Village Board Meeting Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
3/5/2015 7:00 PM	(Local Organizations) Historical Society Event 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	 Add to My Calendar
3/16/2015 7:00 PM	(Board & Committee Meetings) Village Board Meeting Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
3/18/2015 9:00 AM	(Local Organizations) Chamber Meeting Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
3/19/2015 7:30 PM	(Board & Committee Meetings) ZBA/PC Meeting Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
3/21/2015 8:00 AM	(Board & Committee Meetings) Village Board Budget Meeting Police Department Training Room	 Add to My Calendar



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

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