



# **VILLAGE OF CLARENDON HILLS**

## **MANAGER'S REPORT**

**October 16, 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 – No 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 Austin & Board of Trustees

From: Kevin Barr, Village Manager

Date: October 16, 2015

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1. Per the attached, IRMA (the Village's property, liability and worker's compensation insurance carrier) is planning a vote of the IRMA Board of Directors to extend its "term" by 12 years. The attachment is the required notice. No action by the Village Board is required. This is provided for your information.
2. Assistant to the Village Manager Zach Creer and Executive Assistant Vicki Pries attended Communications Strategy training on Wednesday morning, topics included emergency communications, communication plans and communication tools. Based on what I heard, it sounded like very informative training.
3. I attended the Metropolitan Managers meeting on Thursday at which the Director of the Illinois Municipal League spoke. As you might imagine, the primary topic of conversation was the continued State budget impasse and the potential impact on municipalities. There is no pending action by the State expected.
4. The annual Joint Review Board meeting for the Ogden Avenue TIF is taking place on Monday afternoon. This meeting is a routing part of the reporting process.
5. The iPad conversion process is underway, each department head and trustee should have been contacted with next steps. Given this, paper versions will still be available for the October 19 meeting for those who have not completed the training.

Enjoy the weekend!



October 14, 2015

Kevin Barr  
Village of Clarendon Hills  
1 North Prospect Avenue  
Clarendon Hills IL 60514

Dear Kevin:

The Illinois statutes (745 ILCS 10/9-107) provide that local public entities may enter into intergovernmental contracts to jointly self-insure with a term not to exceed 12 years. Pursuant to this provision of the statute, IRMA's current charter expires on December 31, 2015. In order to re-charter and extend the term of IRMA, the Board of Directors must vote to approve a re-charter by a two-thirds (2/3) affirmative vote.

The IRMA Contract and By-laws provide that the term of IRMA shall be determined by the Board of Directors in accordance with the applicable law. Staff recommends that the term of IRMA be extended for an additional 12 years to December 31, 2027, and has prepared a resolution for the Board to that effect. That resolution is attached for review.

The By-laws also require that notice of a re-charter be given to the Chief Executive Officer and the Delegate of each Member at least 10 days prior to the meeting at which the matter will be addressed. Enclosed you will find the official notice that states that the re-charter of IRMA will be brought to the October 28, 2015 Board of Directors meeting for approval.

Sincerely,

A handwritten signature in black ink, appearing to be "Margo Ely". The signature is fluid and cursive, with a large loop at the end.

Margo Ely  
Executive Director

ME/mh  
Attachments

## **NOTICE OF PROPOSAL TO RECHARTER**

Pursuant to section 2.03 (c) of the IRMA Contract & Bylaws, notice is hereby provided as follows:

The Illinois statutes, 745 ILCS 10/9-107, provides that a local public entity may enter into an intergovernmental contract with a term not to exceed 12 years for the provision of joint self-insurance. Pursuant to that section of the Illinois statutes, the current IRMA charter will expire on December 31, 2015.

Section 4.05 (a) of the Contract and Bylaws provides that the term of IRMA shall be as determined by the Board of Directors in accordance with applicable law.

The Recharter of IRMA requires a modification to the Bylaws to extend the term of IRMA for an additional 12 years to December 31, 2027. The resolution to extend the term of IRMA requires a 2/3 vote by the Board of Directors.

The resolution to extend the term of IRMA will be presented to the Board of Directors at the October 28, 2015 Board of Directors meeting.

# **RESOLUTION OF THE BOARD OF DIRECTORS THE INTERGOVERNMENTAL RISK MANAGEMENT AGENCY**

**WHEREAS**, the Illinois Compiled Statutes, chapter 745, section 10/9-107, provide that a local public entity may enter into an intergovernmental contract with a term not to exceed 12 years for the provision of joint self-insurance; and

**WHEREAS**, the local public entities who make up the Membership of the Intergovernmental Risk Management have, by ordinance duly enacted, have agreed to the Contract and By-laws of the Intergovernmental Risk Management Agency ("IRMA"), as amended or amended in the future in accordance with the terms of the Contract and By-laws; and

**WHEREAS**, as an intergovernmental organization, IRMA is not-for-profit and members have received more almost \$50,000,000 in interest income since the last re-charter; and

**WHEREAS**, the IRMA contribution rate has decreased each year for the past five years; and

**WHEREAS**, for more than 35 years, IRMA's financial stability, effective risk prevention programs, training and excellent claims management services have translated into lower rates and increased return on investment for members; and

**WHEREAS**, the current charter of IRMA expires on December 31, 2015; and

**WHEREAS**, Section 4.05(A) of the IRMA Contract and By-laws provides that the term of IRMA shall be as determined by the Board of Directors in accordance with applicable law; and

**WHEREAS**, the Members of IRMA by and through the Board of Directors has determined that it is in the best interest of the Membership to re-charter IRMA for an additional term of 12 years.

**NOW THEREFORE**, the Board of Directors of the Intergovernmental Risk Management Agency by the affirmative vote of two-thirds (2/3) (or more) of the entire Board of Directors resolve as follows:

1. That the Intergovernmental Risk Management Agency is hereby re-chartered and its term extended to December 31, 2027.
2. That the Contract and By-laws of the Intergovernmental Risk Management agency are hereby modified to reflect the re-charter and the extended term.
3. The Chair of the Board of Directors of the Intergovernmental Risk Management Agency is authorized to execute this resolution to re-charter on behalf of the agency.

This Resolution passed by the Board of Directors of the Intergovernmental Risk Management Agency this 28<sup>th</sup> day of October, 2015.

\_\_\_\_\_  
Chair  
IRMA Board of Directors

Attest: \_\_\_\_\_  
Executive Director, IRMA

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

**MEMORANDUM**

**DATE:** October 16, 2015  
**TO:** Kevin Barr, Village Manager  
**FROM:** Michael D. Millette, P.E., Director of Public Works  
**SUBJECT:** Department Notes

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1. 2015 Road Program: Chicagoland Paving is meeting their revised schedule for concrete work, storm sewer work and asphalt placement. The progress on landscaping is still lagging. Consequently, they have fired their current subcontractor and hired a larger one. They assure us that the new company is large enough to place multiple crews on the project and catch-up to the revised schedule within two weeks. Placement of the asphalt binder is complete on Golf and Norfolk. Concrete shoulder is complete on the south side of Waverly, North side of Waverly (east of Rose) and is currently underway on the Chestnut (east of Rose and McIntosh (just south of Chicago). This leaves just Rose and Chestnut (west of Rose) which will be completed within two weeks. Before being removed from the project, the landscaper did manage to place sod on parts of Norfolk and McIntosh. The new subcontractor is scheduled to complete Middaugh first, then the streets west of Prospect. The project is on track to meet the revised completion date of November 14<sup>th</sup>.
2. Crack sealing work will begin next Tuesday. Areas and roads to be sealed this year include: Blackhawk Heights; Burlington, east of Prospect; Grant, Churchill and adjacent Hudson; and South Prospect.
3. Just a few tree removals remain. We have caught-up with our stump filling efforts.
4. The holiday lights in Sloan Triangle have been repaired or replaced. We will be inspecting the lighted wreaths next week and making any necessary repairs.
5. Street sign replacement is underway. Most of last year's road program is complete and we intend to follow along the current road program on Middaugh as weather permits.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT

DATE: October 16, 2015

To: Village Manager Kevin Barr

From: Chief Boyd Farmer

Subject: Weekly Activity Report

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### Recent events and training:

- Last week, the Department joined forces with other law enforcement agencies along Illinois Route 83 corridor throughout DuPage and Cook County in a special traffic safety campaign Friday, October 9, 2015. The following police agencies participated in the campaign: Clarendon Hills, Westmont, Palos Park, Palos Heights, Elk Grove Village, Oak Brook, Bensenville, Hinsdale, Villa Park, Illinois State Police, Wood Dale, Oakbrook Terrace, Elmhurst, and Buffalo Grove. The safety campaign resulted in 303 traffic stops, with 242 citations issued: 84 speeding, 45 cell phone use, 22 seatbelt, 3 Scott's law and 61 other violations. In addition, 10 arrests were made, 3 being for DUI. Officer Zach Finrock and Detective James Shaw did a great job organizing and coordinating with the numerous agencies.
- October 13, Detective Shirley attended FIAT SWAT training. In addition, with his team, he was called out to assist Downers Grove Police, and Lombard Police multiple times through the week for felony investigations.

### **Significant traffic and criminal activity during the period October 9, 2015 through October 16, 2015.**

October 9, a 48 year old Hinsdale woman was arrested for DUI. The officer stopped her vehicle S/B Ill. Rt. 83 south of 55<sup>th</sup> Street for speeding 76 mph in a 55 mph zone. After investigation, the officer arrested her for DUI.

October 10, a Clarendon Hills woman came into the station to make a fraud report. She was alerted by her bank of a suspicious check. The check contained her personal account information, but was made out to someone else. The check was for \$1,400.35. The officer called the bank and determined the check did not clear and there was no dollar loss.

October 11, a resident of the 10 block of Mohawk Dr. came into the station to file a theft over \$300 report. It was reported that at approximately 4:00 pm, his 15 year old daughter had left her iPhone on the trunk of the family car. She later discovered it gone.

October 12, officers responded to the 100 block of Mohawk Dr. for domestic trouble. Officers resolved the situation, parties were separated for the night.

October 14, an officer responded to the 100 block of Oxford Ave. for a report of identity theft. The resident was informed by his accountant that his son's social security number had been used to file a 2014 tax return. The officer gave the resident information and instructions to clear this with the Social Security Administration and credit agencies.

October 15, 10:02 pm, while patrolling the Jewel food Store parking lot, an officer observed a suspicious vehicle, occupied by two males, parked on the north side of the lot. The officer approached the vehicle and smelled a strong odor of cannabis coming from the open window. After investigation, officers arrested the 20 year old driver from Clarendon Hills and the 19 year old passenger from Lombard, both for possession of cannabis under 30 grams.



# VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

**DATE:** October 16, 2015

**TO:** Kevin Barr  
Village Manager

**FROM:** Brian Leahy  
Fire Chief

**SUBJECT:** Weekly Fire Department Report 2015-28

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1. Fire Prevention Bureau Activity during the past week.
  - No inspections were conducted during the past week because of fire prevention week activities.
  - Several station tours were conducted for pre-schools and scouts.
  - Several Public Education sessions were conducted this week at our schools.
  - Fire evacuation drills were conducted at schools this week.
  - On Saturday, Squad 316 with four (4) firefighters attended the Hinsdale FD Open House.
2. Training Report:
  - Captain Mark Rediehs is updating NIMS compliance for the village.
3. Emergency Medical Services Report:
  - Twenty one (21) Firefighters attended monthly EMS continuing education on Wednesday evening.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - The Hinsdale Fire Chief and I are starting the process to update ambulance service fees in both villages.
5. Emergency Management Report:
  - The Table Top Disaster Exercise with Western Springs, Hinsdale and Clarendon Hills has been confirmed for October 28<sup>th</sup>. Invitations have been sent to participants.
  - On Thursday, a planning meeting was held at our police department for the October 28<sup>th</sup> EOC tabletop exercise.
6. On Wednesday morning, I attended the monthly meeting of the DuPage County Fire Chiefs in Glendale Heights. Normal business was conducted along with a presentation regarding the new 9-1-1 legislation.

7. On Tuesday and Wednesday of this week I will attended the National Fire Protection Association (NFPA) Sprinkler Summit meeting in Phoenix, Arizona. On Tuesday evening, I was presented with the NFPA 2015 "Bringing Safety Home Award" for all of our work regarding sprinklers in single family homes over the past 15 years. I also attended a live side by side fire demonstration hosted by the Phoenix and Scottsdale Fire Departments.
8. On Thursday, Chief Farmer and I attended the monthly meeting of the SWCD Executive Committee. Three major discussions occurred at this meeting.
  - The departure of Clarendon Hills, Willow Brook, and Burr Ridge on April 30, 2016 and the departure of Hinsdale in April 2015 has created a more than \$1,000,000 loss in revenue for SWCD. Out of twenty five (25) agencies invited for membership at SWCD, only one (1) has shown any interest at this time.
  - The committee discussed the proposed addition to SWCD. The Director explained that he still wants to move forward with the planning for the addition.
  - The purchase of a replacement CAD system was also discussed.
9. Engine 311 (2002 Pierce Dash Pumper) will be taken out of service on Sunday evening and transported to Wirfs Industries in McHenry early on Monday morning for repairs to the generator and also annual preventive maintenance and minor repairs. It is unknown how lone this vehicle will be out of service.
10. Incidents of Interest:
  - Friday, October 9<sup>th</sup> at 6:17 PM. Ambulance 314 and Squad 316 responded for a vehicle accident with injuries on Rt. 83 southbound over the BNSF RR tracks. One (1) patient transported to a local hospital.
  - Saturday, October 10<sup>th</sup> at 11:53 AM. Ambulance 314 and Squad 316 responded for a vehicle accident with injuries on 55<sup>th</sup> St. at Prospect Ave.
  - Monday, October 12<sup>th</sup> at 9:27 PM. Ambulance 314 responded to 106 Mohawk for a battery victim. One (1) patient transported to a local hospital.
  - Wednesday, October 14<sup>th</sup> at 3:22 PM. The fire department responded to investigate a natural gas odor in the area of Eastern and Harris.
11. Mutual Aid Calls:
  - None
12. Fire/Rescue/EMS calls:
  - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills four (4) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale five (5) times.
  - During the past week, the fire department responded to twenty three (23) 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 Thursday, October 15, 2015.

October ▼ 2015 ▼						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1	2	3 • Fire Department Open House
4	5 • Police Pension Regular Board Meeting - CANCELLED • Village Board Meeting	6	7	8	9	10
11	12	13	14	15 - Today • ZBA/PC Meeting	16	17
18	19 • Ogden Avenue TIF Annual JRB Mtg • Police Pension Rescheduled Regular Board Meeting • Village Board Meeting	20	21 • Chamber Meeting	22	23	24
25	26	27	28	29	30	31 • Special Village Board Meeting • Trick or Treating

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
10/3/2015 11:00 AM - 2:00 PM	(Community Events) <b>Fire Department Open House</b> 11 AM until 2 PM 316 Park Avenue Clarendon Hills, IL 60514	 Add to My Calendar
10/5/2015 5:30 PM	(Board & Committee Meetings) <b>Police Pension Regular Board Meeting - CANCELLED</b> Village Hall Lower level conference room Rescheduled for October 19, 2015	 Add to My Calendar
10/5/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
10/15/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room	 Add to My Calendar
10/19/2015 4:00 PM	(Board & Committee Meetings) <b>Ogden Avenue TIF Annual JRB Mtg</b> Village Hall Board Room 1 N. Prospect Ave.	 Add to My Calendar
10/19/2015 5:30 PM	(Board & Committee Meetings) <b>Police Pension Rescheduled Regular Board Meeting</b> Rescheduled from October 5, 2015 Village Hall Lower Level Conference Room 1 N. Prospect Ave.	 Add to My Calendar
10/19/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar









10/21/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room	 <a href="#">Add to My Calendar</a>
10/31/2015 9:00 AM	(Board & Committee Meetings) <b>Special Village Board Meeting</b> Village Hall Board Room 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
10/31/2015 2:00 PM	(Community Events) <b>Trick or Treating</b> 2 PM to 7:30 PM are the Clarendon Hills approved Trick or Treating hours for 2015.	 <a href="#">Add to My Calendar</a>



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

Today is Thursday, October 15, 2015.

November ▾ 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>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> • Village offices closed	<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>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> • Village Offices Closed	<b>27</b> • Village Offices Closed	<b>28</b>
<b>29</b>	<b>30</b>					

Calendar Event List		 <a href="#">Add All to My Calendar</a>
Date/Time	Event	
11/2/2015 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>
11/11/2015	(Holidays) <b>Village offices closed</b> Due to Veterans Day	 <a href="#">Add to My Calendar</a>
11/16/2015 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>
11/18/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room 1 N. Prospect Ave.	 <a href="#">Add to My Calendar</a>
11/19/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room	 <a href="#">Add to My Calendar</a>
11/26/2015	(Holidays) <b>Village Offices Closed</b> Due to Thanksgiving Holiday	 <a href="#">Add to My Calendar</a>
11/27/2015	(Holidays) <b>Village Offices Closed</b> Due to Thanksgiving Holiday	 <a href="#">Add to My Calendar</a>