



# **VILLAGE OF CLARENDON HILLS**

## **MANAGER'S REPORT**

**October 23, 2015**

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### **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 -- No weekly report**
- 6. Fire Department -- No 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 23, 2015

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1. Per the attached, Comcast is planning to change out many “set top boxes” early next year. Comcast plans to notify their customers directly in the next few weeks. This is provided for your information.
2. According to a recent web site article (see attached), Clarendon Hills was ranked the 6<sup>th</sup> best community to live in Illinois. Ahead of us were a couple of North Shore communities and Hinsdale. I think we should have been higher, but it is nevertheless a sign of how well regarded our community is.
3. Reminder – the Blackhawk Height’s neighborhood will be holding their 50<sup>th</sup> Annual Halloween Parade this Sunday, at 3 pm starting at Hiawatha and Algonquin. Looks like they will have a sunny dry day for the event.
4. The Chamber is holding its Halloween themed events this week. The annual Halloween Window Painting is taking place on Tuesday the 27<sup>th</sup> in the afternoon. The annual Family Trick-or-Treat event is on Saturday, October 31<sup>st</sup> at noon and end at 2 p.m. If we finish our Goal Setting Session on time we can all take part!
5. Halloween trick-or-treat hours have been set for 2 p.m. to 7:30 p.m. by the Police Department. Let’s hope for good weather.
6. Trustee Flood and I attended the DMMC meeting on Wednesday night. The primary topic of conversation was the State’s legislation regarding body cameras for police officers. The legislation does not require use of cameras but does strictly regulate their use if purchased. The bottom line recommendation is to wait until the County and other agencies work out the details before considering further. Provided for your information.
7. The annual Joint Review Board meeting for the Ogden Avenue TIF took place on Monday afternoon. This meeting is a routine part of the reporting process. Representatives from several government bodies were present. No questions or concerns were raised.
8. As a reminder, the Special Board Meeting for the Goal Setting Session is scheduled for Saturday, October 31 at 9 a.m. at the Police Department. Please advise if you have any questions in advance.

Enjoy the weekend!



October 15, 2015

Mr. Kevin Barr  
Village Manager  
Village of Clarendon Hills  
One North Prospect Ave.  
Clarendon Hills, IL 60514

RE: Important Information about Customer Set Top Boxes

Dear Mr. Barr:

As part of our continuing effort to keep you informed, I wanted to let you know about an upcoming change affecting Comcast's set top boxes. Beginning February 2, 2016, customers in the Elmhurst area, including the Village of Clarendon Hills, will be asked to upgrade their set top boxes to take advantage of our HD Enhanced Program. With this upgrade, customers will enjoy improved HD picture quality and be able to record and store more shows on their DVR.

To continue to view all of their current favorite HD channels and take advantage of our new HD Enhanced Program, customers will need to upgrade their set top boxes. We have included instructions for upgrading their cable boxes in our notification to customers. These instructions are:

- Tune to channel 1995 on each of your TVs and follow the onscreen instructions to see if the set top box needs to be replaced.
- If the set top box needs to be replaced, customers can order a Self Installation Kit from the TV, order online or visit an XFINITY retail store or service center. Customers can also schedule a professional in-home installation for a one-time fee by calling 1-800-XFINITY.

While we recognize this change may be an inconvenience to customers in your community, this change will pave the way for more HD options and faster Internet speeds.

We are informing our customers of this upcoming change through letters to their homes and set top box messaging. A sample notification letter is attached for your reference. We will continue to notify customers on an ongoing basis about this change, including any deadlines for action, and will keep you informed as well.

Please let me know if you have any questions; I can be reached at (224) 229-6135.

Sincerely,

Anthony Signorella  
Government Affairs Manager

Encl.



<Sam A Sample>  
<123 Main Street>  
<XXXXX>  
<Anytown, US 12345-6789>



Sam Sample,  
Your cable box needs  
to be upgraded.

Dear Sam Sample,

Good news! As part of our *HD Enhanced Program*, we're improving the way we deliver HD channels and paving the way for more HD options, faster Internet speeds and Cloud TV. How will we make these changes happen? For starters, we'll have to replace some digital converters (cable boxes) with models that are compatible with our new enhanced HD.

Our records show that one or more of your cable boxes may need to be replaced. To check which ones, just tune to **channel 1995** on each of your TVs and follow the on-screen instructions. If your cable box needs to be replaced, you can order a new one right from your TV. We'll send a Self Installation Kit to your home with instructions for returning your current box.

You can also order a Self Installation Kit online by visiting **comcast.com/HDenhanced** or exchange your existing cable box by bringing it to an XFINITY® retail store or service center. Professional installation is available for a one-time fee of **\$XX.XX**. Just call **1-800-XFINITY** and follow the *HD Enhanced* menu options to schedule your appointment or to ask any questions.

Remember, to make sure your service isn't disrupted, **you must respond quickly** to replace your XFINITY cable box. For more details, visit **comcast.com/HDenhanced** or call **1-800-XFINITY** and select **HD Enhanced** today.

Sincerely,

Name  
Title  
Comcast

P.S. Have questions? Turn over for important answers about our *HD Enhanced Program*.

**Go to channel 1995 to upgrade your existing cable box  
for our more advanced technology.  
Or visit [comcast.com/HDenhanced](http://comcast.com/HDenhanced) to learn more.**



## Frequently Asked Questions about the *HD Enhanced Program*.

### 1 Why am I being asked to replace my cable box?

We're upgrading the way we deliver HD channels. This improvement will pave the way for additional HD channels, faster Internet speeds and Cloud TV. Once that upgrade occurs, you will not be able to view a number of your HD channels unless you have upgraded your devices. Our records show that one or more of your current cable boxes will not be able to display some HD channels after the upgrade.

### 2 What happens if I don't switch my cable box?

You will lose access to some HD channels on TVs with older cable boxes.

### 3 How do I know if my cable box needs replacing?

Just tune the digital converter on each of your TVs to **channel 1995**. It will display if your cable box is compatible with the upcoming changes or not.

### 4 How do I get a new cable box?

Once you've determined that your cable box needs to be replaced, you can order your new one right from **channel 1995** on your TV. Simply follow the on-screen instructions and we'll ship a replacement to your home. You can also order a replacement cable box online at [comcast.com/HDenhanced](http://comcast.com/HDenhanced). If you prefer, you can pick one up at an XFINITY® retail store or service center, or schedule a professional installation for a one-time fee of **\$XX.XX**.

### 5 Can I upgrade to XFINITY on the X1 Entertainment Operating System®?

**Yes!** In fact, as part of the *HD Enhanced Program*, you have the option to step up to X1. Just call **1-800-XFINITY** for more details.

### 6 How do I return my existing cable box?

- If you receive your new cable box in the mail, follow the instructions enclosed in your Self Installation Kit for returning your device.
- If you pick up your new cable box at an XFINITY retail store or service center, you can return your existing cable box there.
- If your new cable box is professionally installed, your technician will take your existing equipment.

**Don't let your HD channels slip away.**  
**Go to channel 1995 to upgrade your cable box.**  
**Or visit [comcast.com/HDenhanced](http://comcast.com/HDenhanced) to learn more.**



# 150 Best Illinois Towns to Call Home: Hinsdale is No. 5

*Clarendon Hills comes in right behind Hinsdale at No. 6.*

[Hinsdale-Clarendon Hills, IL](#)

By **MORGAN SEARLES** (Patch Staff) October 20, 2015

Where are the best places to live in Illinois? No one will be surprised the top of the list is packed with North Shore and west suburban communities, towns with gorgeous housing, quality schools and residents with flush bank accounts.

Hinsdale comes in at No. 5 on the list, with Clarendon Hills following close behind in sixth place. That's no surprise considering the area's great schools, low crime and high incomes.

[RoadSnacks.net](#), in analyzing 342 of the state's most populous cities, recently ranked the best and worst places to live in Illinois using [FBI crime data](#), [the government census](#), [Labor Bureau statistics](#) and [Sperling's Best Places](#).

The website's rankings are based on unemployment, housing, median income, education, crime and population density. Many of these communities perennially rank high on annual Time, Money and Business Week lists of the Best Places to Live.

Here is what [RoadSnacks has to say about its Top 6:](#)

- **Wilmette:** "The Village of Wilmette has it made. ... It's by far the best place to live in the state of Illinois. The unemployment rate is the 8th lowest in the state at 5%, and residents make a pretty penny. Average home incomes are \$130,000, and the average cost of a home is \$545,000. Which is an indication that lots of people want to live here."

- **Buffalo Grove:** “The Village of Buffalo Grove, another affluent Chicago suburb, also has great schools, low crime and a low unemployment rate. There are only five other school districts that spend more per student than the schools in Buffalo Grove.”
- **Highland Park:** “There isn’t a city in the state of Illinois that has a lower unemployment rate—4.6%—than Highland Park. And they are solid paying jobs as well. Households here bring in about \$115,000 a year in combined income.”
- **Deerfield:** “Deerfield High School is always atop the state rankings when it comes to academics, and Deerfield is home to several leading technology and medical companies. The crime rate is actually a lot lower in Deerfield than it is in Highland Park. Statistically, Deerfield is the 21st safest place you can live in Illinois.”
- **Hinsdale:** “Crime is something that doesn’t happen very often in the Village of Hinsdale. Statistically the 30th safest place in the state, there were only two violent crimes in the entire city in 2013. ... It’s really beautiful in Hinsdale, and new homes continue to replace older homes. Resident earn \$165,000 a year, and homes are valued at more than \$700,000.”
- **Clarendon Hills:** Crime is even lower in the Village of Clarendon Hills, a tiny little spot right next door to Hinsdale. There was not a single violent crime here in all of 2013. Unbelievably, it’s only the 8th-safest place you can live in Illinois. The only real downside is affordability. Because the real estate prices are going through the roof, and the cost of living is 40% higher than the rest of the nation, it can be hard for a younger family to afford to live in Clarendon Hills.

*Check the full list of Best Towns and offer your views in the comments.*

<http://www.homesnacks.net/best-places-to-live-in-illinois-122250/>

# **VILLAGE OF CLARENDON HILLS**

## **Finance Department**

### **MEMORANDUM**

DATE: October 23, 2015

TO: Kevin Barr, Village Manager

FROM: Peg Hartnett, Finance Director/Treasurer

SUBJECT: Department Report

- The Ogden Avenue TIF Joint Review Board held their annual meeting on Monday, October 19. The status of the TIF was reviewed as well as the annual financial report. A copy of this report may be found on the Village's website.
- The Clarendon Hills Police Pension Board of Trustees held their quarterly meeting on Monday evening as well. The Board reviewed the actuarial valuation provided by actuary Tim Sharpe, and have recommended a tax levy to the Village Board of Trustees. A copy of the actuarial valuation, as well as the actuarial valuation for the Fire Pension Fund, may be found on the Village's website.
- Work has begun in earnest this week on the stub year 2016 and calendar year 2017 budgets. I met with Police Chief Farmer and Assistant to the Police Chief Green today to provide some guidance on the preparation of the Police Department budget.
- As mentioned at the Board meeting on Monday evening, Accountant Diana McDermott has accepted a position with the Village of Carol Stream. Her last day with the Village of Clarendon Hills will be Friday, October 30. We wish Diana much success in her career. She will be missed!



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

**MEMORANDUM**

**DATE:** October 23, 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 still meeting their revised schedule for concrete work, storm sewer work and asphalt placement. The progress on landscaping is still lagging, but has improved since last week. Placement of the asphalt surface is complete on Middaugh, Blodgett and McIntosh. Surface paving is tentatively scheduled for next Tuesday on Norfolk, Golf and Gilbert. Pavement Grinding and binder placement is scheduled for Monday and Wednesday next week for Waverly and Chestnut, east of Rose. The only areas remaining for concrete shoulder are the north side of Chestnut and the west side of Rose. These areas will be completed after the work on Waverly progresses enough to allow Chestnut and Rose residents to park on Waverly – possibly next Friday, more likely Monday, November 2<sup>nd</sup>. 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, the 27<sup>th</sup>. Areas and roads to be sealed this year include: Blackhawk Heights; Burlington, east of Prospect; Grant, Churchill and adjacent Hudson; and South Prospect.
3. Fall tree planting is also scheduled to begin on the 27<sup>th</sup> and is expected to take a week to complete.
4. Street sign replacement has been delayed to focus efforts on tree planting. The new stop sign on Indian at Burlington will be installed early next week.



# Village of Clarendon Hills

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## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Dan Ungerleider, Community Development Director  
**Date:** October 23, 2015  
**Subject:** Department Report

1. **9-27 Walker Av.** The ZBA/PC conducted a public hearing for the proposed development on the vacant property at the northeast corner of Park and Walker Avenues on October 15, 2015. There were over twenty (20) residents and business owners in attendance. The meeting ran almost four (4) hours long. The ZBA/PC continued the case to their November 19, 2015 meeting to allow the petitioner time to address a few questions and concerns expressed during the hearing.

This development will be appearing before the Downtown Design Review Commission for its third time on October 27, 2015 at 7:00pm. The recommendations from both the ZBA/PC and the DTDRC, when complete, will be forwarded to the Village Board as a single package.

2. **Little Creperie.** As previously reported, the Department is working with several potential businesses interested in subleasing the former Juicy Lucy's space and the candy production-side of the Vintage Confections. On Thursday the Village issued a sign permit for Little Creperie, a new business at 102 S Prospect Avenue (former Juicy Lucy space.) The owner plans to have *Little Creperie* open for business in November.
3. **Permit Report.** So far in October the Village has issued twenty-six (26) permits, including three (3) new homes, having a total reported value of \$2,342,670. The Monthly Permit Report for September is posted at [www.clarendonhills.us/cdforms.cfm](http://www.clarendonhills.us/cdforms.cfm).







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

Today is Friday, October 23, 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 • 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 - Today	24
25	26	27 • Downtown Design Review Commission Mtg	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>
10/27/2015 7:00 PM	(Board & Committee Meetings) <b>Downtown Design Review Commission Mtg</b> Village Hall Board Room 1 N Prospect Ave	 <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 Friday, October 23, 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>