



# **VILLAGE OF CLARENDON HILLS**

## **MANAGER'S REPORT**

**April 24, 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 -- 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: April 24, 2015

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1. The DuPage Mayors and Managers Conference (DMMC) is continuing to work on the issue of potential cuts to the LGDF (income tax distribution). I am planning to attend a press conference on Monday morning to provide support for the DMMC efforts.
2. On Tuesday night, the Special Event's Committee met to organize the upcoming Dancin' in the Street concerts. The schedule and sponsors have been announced. I am excited to get to attend this year. Thanks goes out to our excellent volunteer committee for their hard work pulling it together this year.
3. On May 8<sup>th</sup> and May 9<sup>th</sup>, IRMA will be performing its IMAP certification for the Village. The last time the Village was audited onsite was 2009. Full compliance allows for lower insurance rates and hopefully lower liability losses. The Safety Committee is meeting again next week to prepare for the audit.

Have a great weekend!

# **VILLAGE OF CLARENDON HILLS**

## **Finance Department**

### **MEMORANDUM**

DATE: April 24, 2015

TO: Kevin Barr, Village Manager

FROM: Peg Hartnett, Finance Director/Treasurer

SUBJECT: Department Report

- The Village received a second distribution from the Illinois Municipal Investment Fund (IMET) Liquidating Trust in the amount of \$8,500. Thus far, the Village has recovered 5% of its investment loss.
- The Village's auditors, Sikich LLP will be onsite Thursday and Friday, April 30 and May 1, to perform preliminary fieldwork in preparation for the fiscal year 2014-15 audit. The auditors will conduct interviews with key Village staff at that time while Board Trustees can expect to receive the required interview form in the mail in the near future.
- I will be out of the office from Friday, May 1 through Monday, May 11, 2015. If you need immediate assistance, please contact Diana McDermott at 630.286.5417.

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

**MEMORANDUM**

**DATE:** April 24, 2015  
**TO:** Kevin Barr, Village Manager  
**FROM:** Michael D. Millette, P.E., Director of Public Works  
**SUBJECT:** Department Notes

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1. Today, we planted a Tulip tree near Burlington and Arthur in commemoration of Arbor Day.
2. We are still working on a complete update of the Village's tree inventory, but we have pulled numbers for Ash trees as requested. Prior to the Emerald Ash Borer infestation, the Village had 850 Green and White Ash trees. After this year's removals, we are down to 416. Approximately  $\frac{1}{4}$  of those have been treated thus far this spring with the Bayer chemical drenching process and the remaining  $\frac{3}{4}$  will be completed by mid-May.
3. We are continuing with our preparations for our IRMA IMAP visit scheduled for May 6 & 7. This has included updating all our safety data sheets and equipment. Chris Boone and Glen Dolgner are spearheading this task.
4. Punch-list work for the 2014 Road Improvement program is underway with sod restoration in the Stonegate Subdivision.
5. Plans for the 2015 Water Main Replacement program are out to bid. The bid opening is scheduled for May 7<sup>th</sup> and award of contract is tentatively scheduled for the May 18<sup>th</sup> Village Board meeting.



# Village of Clarendon Hills

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## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Dan Ungerleider, Community Development Director  
**Date:** April 24, 2015  
**Subject:** Department Report

1. **National Planning Conference.** Last weekend, from April 17-20, I attended the American Planning Association's National Planning Conference in Seattle. During the conference I participated in sessions covering the following topics: Using GIS to Harness Citizen Engagement and Participation; Method of Sharing Information using GIS; Future of Land Use Regulations; Incorporating Green Stormwater Management in Our Streets; Methods for Communicating Complex Issues in a Politically Polarized Setting; Creating a Walkable Sculpture Park; and Creating Urban Gardens, to name a few. Ironically, the weather I experienced in Seattle was warmer and dryer than here in northeastern Illinois.
2. **Zoning Board of Appeals/Plan Commission.** On April 23<sup>rd</sup> the ZBA/PC held a short meeting to approve the minutes from their last meeting held on March 19<sup>th</sup>. During this meeting members of the ZBA/PC thanked Chairman Greg Jordan and Len Austin for their many years of service in the ZBA/PC. On May 18<sup>th</sup>, Mr. Austin and Mr. Jordan will be sworn in as two of the four new members of the Village Board. As a result, there are now two vacancies on the ZBA/PC. Please contact me, Manager Barr, or incoming Village President Austin if you are interested in volunteering for one of these positions.
3. **The Reserves of Clarendon Hills.** On Friday, April 24<sup>th</sup> I conducted a pre-application meeting with representatives of the Reserve of Clarendon Hills. The Reserves Homeowners Association is planning to reconstruct their private road system later this spring or in the summer.
4. **Southside Water System Capacity Analysis.** Earlier this spring, the Village hired Ciorba Group to conduct a water system capacity analysis for the Village's water distribution facilities south of 55<sup>th</sup> Street. On schedule, the Ciorba Group provided Public Works Department and the Community Development Department a draft of their report. Their report analyzes water capacity and provides recommended alternative methods for serving the incorporated and unincorporated portion of the Clarendon Hills community south of 55<sup>th</sup> Street. On Wednesday, Public Works Director Mike Millette and I met with Ciorba to review the document and to provide direction for creating the final report. This report will be an important resource for the Village's upcoming Southside Planning Study, scheduled to begin later this year.
5. **Stormwater Harvesting.** On Wednesday, Public Works Director Mike Millette and I met with a representative of Wahaso Water Harvesting Solutions to discuss potential public and private stormwater management improvements that might be considered by Clarendon Hills. Wahaso was part of the consultant team responsible for the rain garden systems installed in the Woodlands subdivision in Hinsdale. Topics covered during our meeting included: the proposed Richmond Garden design; the use of bio swales as an alternative to stormwater ditches; and stormwater storage and harvesting in alleys, landscape islands and private property.

**Note** - November 3, 2014 Ordinance requiring onsite stormwater storage for new impervious surfaces greater than 300 square feet becomes effective on May 1, 2015 (visit [www.clarendonhills.us/stormwater.cfm](http://www.clarendonhills.us/stormwater.cfm) for more information).

6. **Permit Report.** The Village issued nineteen (19) permits, including two (2) homes, so far this month having a total value of \$950,695.

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT

DATE: April 24, 2015

To: Village Manager Kevin Barr

From: Deputy Chief Boyd Farmer

Subject: Weekly Activity Report

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1. Recent training

- 4/21, Det. Aaron Shirley, attended FIAT SWAT training.
2. April is "Distracted Driving Month". This weekend, officers from the police department will be conducting a distracted driving campaign. Enforcement activities will target unlawful use of a cell phone and failure to wear a safety belt violations.
3. Myself and Police Assistant Kelly Green attended the DuPage County Chiefs of Police Association Administrative Professionals Day luncheon.

**Significant traffic and criminal activity during the period April 18, 2015 through April 24, 2015.**

1. 4/18, a 21 year old male driver from Woodridge was stopped for disobeying a traffic control device on 55<sup>th</sup> street near Ill Rt. 83. After an investigation by the officer, the subject was arrested for DUI.
2. 4/22, a 28 year old male driver from Westmont was stopped for improper lane usage while traveling W/B 55<sup>th</sup> Street near Alabama. After an investigation by the officer, the subject was arrested for DUI.
3. 4/22, a resident in the 100 block of Hiawatha Drive reported she was a victim of identity theft. Someone unknown had opened multiple credit card accounts using her deceased husband's social security number.
4. 4/17, DuPage County FIAT SWAT Team responded to Wood Dale for a barricaded burglary suspect, who was reported to be armed. The subject was taken into custody. Clarendon Hills Police Det. Shirley and Officer Johnson responded to the activation.

5. 4/23, officers responded to Jewel Food Store, 303 Holmes, for a report of retail theft. A Jewel employee reported seeing an unknown subject exit the store quickly, while pushing a cart and basket containing bottles of alcohol. It was reported the subject got into a black vehicle driven by another, and exited the area. The police were called after the incident took place.

# VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

**DATE:** April 22, 2015

**TO:** Kevin Barr  
Village Manager

**FROM:** Brian Leahy  
Fire Chief

**SUBJECT:** Weekly Fire Department Report 2015-11

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1. Fire Prevention Bureau Activity during the past week.
  - Seven (7) Fire Prevention/Life Safety inspections have begun.
  - Lt. Dave Godek has been working with several property owners regarding repairs to their fire alarm systems.
2. Training Report:
  - Wednesday evening, the Clarendon Hills and Hinsdale Fire Departments performed joint training doing relays and truck company operations.
3. Emergency Medical Services Report:
  - The new ambulance (2015 Freightliner/Horton) has been back in full service for the last few weeks and is working well. It is scheduled to back to the Freightliner Dealer next week for some minor warranty/recall work.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - Training officers from Clarendon Hills, Hinsdale and Western Springs are working on an intense vehicle operations/extrication class involving about 12 firefighters from each department. This should begin in June or July.
5. Emergency Management Report:
  - No report
6. On Saturday, April 18<sup>th</sup> Aerial Ladder Truck 319 responded to a call and while at the scene the engine shut off and we were unable to re-start it on the scene. The vehicle was pulled back to the station. On Monday morning, a mechanic from Wirfs Industries arrived and determined the problem to be an oil leak on the engine causing oil to leak into the electronic controls of the engine. The Wirfs mechanic cleaned up all of the oil in the connectors so that the vehicle could be transported to a Caterpillar dealer for repairs. On Tuesday afternoon the vehicle was transported to Patten Industries (Caterpillar service center) in Elmhurst to have the repairs performed. Truck 319 was built in 2002 and is now thirteen (13) years old. As this vehicle gets older repairs of this nature will be needed from time to time. They believe it could take up to one (1) week to complete the repairs. While our Aerial Ladder Truck 319 is out of service, Hinsdale Ladder



Truck 1019 will be responding to all automatic aid calls in Clarendon Hills and Clarendon Hills Engine 311 will respond to automatic aid calls in Hinsdale.

7. Incidents of interest:

- Friday, March 10<sup>th</sup> at 4:26 PM. The fire department along with Hinsdale Engine 1012 responded to a fire alarm and a report of smoke coming from the multi-tenant building located at 219 55<sup>th</sup> St. Upon arrival first arriving crews experiences heavy smoke conditions and located a large fire in the electrical room in the lower level of the building. Additional fire departments from Westmont, Oak Brook, Tri State and Downers Grove were called to assist. The fire involving the main electrical panels for the building was partially extinguished but could not be totally extinguished because we had to wait for over 90 minutes for the arrival of Com Ed to shut the electrical power off to the building from the outside. When Com Ed finally shut the power off the fire was completely extinguished. Smoke was then removed from the building. Most damage to the building was contained to the electrical room and main electrical panels, although there was other electrical damage to many other components of the building including the HVAC units. At this time a firm damage amount is not known, but will probably exceed \$60,000. The owner's insurance company is working with Com Ed to determine the cause of the electrical surge.
- Tuesday, April 14<sup>th</sup> at 2:45 PM. The fire responded for a person trapped in a stuck elevator at 446 McDaniels Circle. Occupants freed from elevator by firefighters.
- Friday, April 17<sup>th</sup> at 11:49 AM Ambulance 314 and Squad 316 responded for an accident with injuries on Ogden Ave. at Stonegate Rd. One (1) injured patient transported to a local hospital.
- Saturday, April 18<sup>th</sup> at 12:55 PM. Ambulance 314 and Truck 319 responded for a vehicle accident with the vehicle into a building at 30 S. Prospect. One (1) injured patient transported to a local hospital for evaluation.
- Sunday, April 19<sup>th</sup> at 2:17 PM. Ambulance 314 and Squad 316 responded for a vehicle accident with injuries on 55<sup>th</sup> St. at Western Ave. One (1) injured patient transported to a local hospital.

8. Mutual Aid Calls:

- Monday, April 13<sup>th</sup> at 10:23 AM. Ambulance 314 responded to assist the Westmont Fire Department at 720 Fairmount in Westmont for an ill patient. One (1) patient transported to a local hospital.
- Saturday, April 18<sup>th</sup> at 12:23 AM. Ambulance 314 responded to assist the Westmont Fire Department with a battery victim at 26 N. Wilmette St. in Westmont. One (1) injured patient transported to a local hospital.

9. Fire/Rescue/EMS calls: (Last 12 days)

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills six (6) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale seven (7) times.
- During the past 12 days, the fire department responded to thirty eight (38) 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, April 24, 2015.

April ▼	2015 ▼					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> • Village Board Meeting - Public Budget Hearing	<b>7</b> • Consolidated Election Day	<b>8</b>	<b>9</b> • <a href="#">Richmond Education Garden &amp; Apiary Volunteer Mtg</a>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b> • Police Pension Regular Board Meeting	<b>14</b> • <a href="#">Clarendon Blackhawk Mosquito Abatement District</a>	<b>15</b> • <a href="#">Chamber Meeting</a>	<b>16</b> • <a href="#">Historical Society</a>	<b>17</b> • Fire Pension Rescheduled Board Meeting	<b>18</b>
<b>19</b>	<b>20</b> • Local Liquor Commission Meeting • Village Board Meeting	<b>21</b> • Special Events Committee Meeting	<b>22</b>	<b>23</b> • ZBA/PC Rescheduled Meeting	<b>24 - Today</b> • <a href="#">Arbor Day!</a>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		

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 - Public Budget Hearing</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>
4/9/2015 4:00 PM	(Community Events) <a href="#">Richmond Education Garden &amp; Apiary Volunteer Mtg</a> Village Hall Board Room 1 N. Prospect Ave.	 <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) <a href="#">Clarendon Blackhawk Mosquito Abatement District</a> Village Hall Lower level conference room	 <a href="#">Add to My Calendar</a>
4/15/2015 9:00 AM	(Local Organizations) <a href="#">Chamber Meeting</a> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/16/2015 2:00 PM	(Local Organizations) <a href="#">Historical Society</a> A Tea to Remember At the Birches	 <a href="#">Add to My Calendar</a>
4/17/2015 9:00 AM	(Board & Committee Meetings) <b>Fire Pension Rescheduled Board Meeting</b> Village Hall Lower Level Conference Room	 <a href="#">Add to My Calendar</a>

4/20/2015 6:30 PM	(Board & Committee Meetings) <b>Local Liquor Commission Meeting</b> Village Hall 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>
4/21/2015 7:00 PM	(Board & Committee Meetings) <b>Special Events Committee Meeting</b> Village Hall Board Room 1 N. Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/23/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Rescheduled Meeting</b> Rescheduled from 4/16/15 Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
4/24/2015	(Holidays) <b>Arbor Day!</b>	 <a href="#">Add to My Calendar</a>



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

Today is Friday, April 24, 2015.

May ▼	2015 ▼					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
					1	2
3	4 • Village Board Meeting	5	6	7 • Historical Society Bronswood Plant Sale	8	9
10	11	12 • Clarendon Blackhawk Mosquito Abatement District	13	14	15	16
17	18 • Village Board Meeting	19	20 • Chamber Meeting	21 • ZBA/PC Meeting	22	23
24	25 • Village offices closed	26	27	28	29	30
31						

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
5/4/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
5/7/2015 9:30 AM - 3:30 PM	(Local Organizations) <b>Historical Society Bronswood Plant Sale</b> 9:30 AM to 4 PM 20% of sales benefit the Historical Society Bronswood Nursery 3805 Madison Street Hinsdale, IL	 Add to My Calendar
5/12/2015 7:00 AM	(Local Organizations) <b>Clarendon Blackhawk Mosquito Abatement District</b> Village Hall Lower level conference room	 Add to My Calendar
5/18/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
5/20/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
5/21/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 Add to My Calendar
5/25/2015	(Holidays) <b>Village offices closed</b> in observance of Memorial Day!	 Add to My Calendar