



VILLAGE OF CLARENDON HILLS

MANAGER'S REPORT

February 6, 2015

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: Martin J. Bourke, Interim Village Manager

Date: February 6, 2015

1. At this past Monday's Village Board meeting, a new Village Manager was hired. Kevin Barr, currently Village Manager in Schiller Park, will be starting on March 2nd in Clarendon Hills. A press release concerning Kevin's appointment is available on the Village's website.
2. The Interim Village Manager finalized his review of the FY 16 Budget Proposal, with the exception of the Capital Plan, which will be reviewed with the Finance Director next week.
3. Budget meetings with the Village Board are scheduled for Saturday, March 21st beginning at 8:00 a.m. in the PD training room.
4. The Village Board approved the purchase of new carpeting for the lower level of Village Hall. The current carpeting had reached the end of its useful life and much of it had been torn up due to water damage which occurred during a summer storm.
5. State budget problems, as described by Governor Rauner in his address this week, have once again raised concerns for municipal officials over the fate of the municipal share of the State Income Tax, commonly referred to as the Local Government Distributive Fund, or LGDF. In Clarendon Hills, our share of the LGDF amounts to approximately \$830,000, which primarily is utilized to pay for general operations, including the salaries of police, fire and public works employees. Any loss of this revenue source, established in the 1970's, for any length of time, will cause significant budget distress for Clarendon Hills and all municipalities across the State.
6. The Village will be interviewing candidates for the Fiscal Assistant position next week.
7. The Assistant to the Village Manager lead a pre-bid meeting for a new janitorial service on Tuesday with the assistance from each department. The turnout was very positive, hopefully pointing toward a competitive bid process. The current contract expires at the end of March.
8. On Thursday, the Village Manager's Office finalized, assembled and sent out bid packets for a new landscaping contract. The new contract is expected to be awarded in March, for start in April.

9. Fundraising for the Planter's Program is starting again for this season. This year the program will be headed by Vicki Pries the new Executive Assistant. If you are interested, please see the new form on the website or contact her directly at (630) 286-5401 or at vpries@clarendonhills.us.

Village of Clarendon Hills
Department of Public Works

MEMORANDUM

DATE: February 6, 2015
TO: Martin J. Bourke, Interim Village Manager
FROM: Michael D. Millette, P.E., Director of Public Works
SUBJECT: Department Notes

1. We will continue our snow hauling efforts today. We are still hauling to Blue Lake but have permission to again use the area west of the Lions Pool parking lot should the need arise. If we do not complete all areas today, we will wait until Monday to resume our efforts.
2. Hinsdale returned the 3-ton plow truck they borrowed on Wednesday.
3. Yesterday, I attended an energy efficiency seminar sponsored by the American Public Works Association in Schaumburg. Although some of the material covered is not as applicable to us as it once had been - because we have changed our Metra lot and platform lights to LEDs and, likewise, changed the exterior lighting at Village Hall - there are energy efficiency areas we can still pursue, primarily in our heating and cooling systems at the Hall and PW. I will have further information soon.
4. I have nothing else to report other than to extend my highest commendations and praise to the employees of this Department. Their professionalism and resourcefulness has never ceased to impress me, but in a top-ten Chicagoland snow event such as experienced this past weekend, they have again exceeded my expectations!



Village of Clarendon Hills

MEMORANDUM

To: Marty Bourke, Interim Village Manager
From: Dan Ungerleider, Community Development Director
Date: February 6, 2015
Subject: Department Report

1. **Christian Church of Clarendon Hills** - On January 29, I met with Executive Minister JK Stevens and his engineering team regarding their upcoming plans for the church property. The Church will be asking the Village to annex a home along 56th Street and approve a development agreement allowing them to expand their parking lots and detention facilities. This process will require review and approval by village staff, the ZBA/PC and the Village Board. Minister Stevens also expressed interest in hosting and participating in community meetings this summer for the upcoming Southside Planning project.
2. **FY2016 Budget** - On Monday, I met with Marty Bourke, Peg Hartnett and Zach Creer to review and refine the Community Development Department's proposed budget for the next fiscal year. These items will be presented and considered by the Village Board at a workshop on March 21, 2015.
3. **227-231 Burlington Avenue Rezoning** - On Monday evening the Village Board adopted an ordinance rezoning 227, 229 and 231 Burlington Avenue from I-Industrial to B-2 General Business district as was recommended by the 2014 DTMP being that industrial uses would not be compatible with the downtown business community nor the adjacent residential neighborhoods.
4. **227-231 Burlington Avenue Downtown Design Review** - On Tuesday evening the Downtown Design Review Commission held their second meeting reviewing the self-storage warehouse building proposed for the vacant property east of the Burlington Avenue water tower. At the conclusion of the meeting the Commission unanimously approved a motion recommending Level 3 Downtown Design Review Approval subject to minor plan revisions being completed prior to Village Board review. I anticipate transmitting this case to the Village Board at their March 2, 2015 meeting.
5. **Access To Transit Improvements** - On Wednesday, I met with with RTA, Metra, BNSF and PBC to seek additional insight and support for our pending application. All-in-all the day was quite productive. All three parties (RTA, Metra, and BNSF) continue to offer their support of the Village's desire to invest in the train station and its downtown. On Friday (today) I met with CMAP to seek their assistance in preparing a successful application. Our application must be submitted to the DuPage Mayors and Managers Conference for validation by February 13, 2015, and forwarded to CMAP for final consideration by March 3, 2015. The required Phase I Engineering plans are not due until June 15, 2015.
6. **The Arts Building** - This morning I met with the new owners of the Arts Building to discuss their renovation goals for the building. This building is located across from the Clarendon Hills Bank on Burlington Avenue. I will be able to share more details as their plans become more formal.
7. **Building Permit Report** - During the month of January, the Village issued 8 permits having a reported total construction value of \$ \$62,967. The Village has issued a total of 193 building permits having a total construction value of \$11,383,729 since the beginning of this current fiscal year starting on May 1st. A copy of the January Permit report is available on the Department webpage at www.clarendonhills.us/CDForms.cfm.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT

DATE: February 6, 2015

To: Interim Village Manager Marty Bourke

From: Chief Ted Jenkins

Subject: Weekly Activity Report

1. Recent training:

- Two officers completed on-line Police Law training
- One officer attended one day of SWAT training

2. This is the last week to turn in Holiday lights for recycling. The program was very popular again this year. All of the lights collected will be recycled and earn a stipend based on the number of pounds collected. The stipend is donated to SCARCE www.scarcecoed.org a DuPage not for profit dedicated to environmental issues.

3. CHPD completed the installation of a wireless network to download videos from the squad cars. Previously, videos were stored on SD cards in the vehicles until they were full and then replaced with an empty one by the officer. This became problematic when the card ran out of space in the middle of a video. Video storage was simply a stack of SD cards. The new system includes a private wireless network in the PD parking lot. When a squad car enters the lot it is recognized by the network and all of the stored video is automatically downloaded to the system. The video is stored on a computer in the station and backed up to the main server for redundant file storage. Officers can access the video and burn it to a disc on



any computer in the PD. Videos have become fundamental evidence in many prosecutions and our new system is an easy, secure and more reliable way to process them.

4. No major issues came out of Sunday's snow storm. Calls included a few property damage only vehicle crashes and multiple vehicles off of the roadway. Response times were slower than usual, as would be expected, but the four wheel drive squads did their job and public works did a great job on the roads.
5. Village Prosecutor Linda Pieczynski has announced that she will retire in June. She intends to devote her time to teaching, writing and her grandchildren, not necessarily in that order. Her law partner, Christine Charkewycz, has expressed interest in continuing as the Village Prosecutor. She will submit her resume and proposal in the next few weeks.

Significant traffic and criminal activity during the period January 30, 2015 through February 5, 2015

1. On 1/30 at 1:24am, a 22 year old Westmont resident was stopped for driving in the oncoming lanes on EB 55th Street. Following an interaction with the officers she was arrested for DUI, driving with a blood alcohol concentration over .08 and cited for the lane violation.
2. On 1/30, a Lombard resident reported that her car was damaged while it was parked in the street on the 300 block of Ruby. Pending
3. On 1/30 at 11:15pm, a 50 year old Westmont resident was stopped for driving through the red light at Ogden and Coe. Following an interaction with the officers he was arrested for DUI, driving with a blood alcohol concentration over .08 and disobeying a red light.
4. Clarendon Hills' officers made two arrests for driving with a suspended/revoked driver's license and served one arrest warrant.

VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

DATE: February 6, 2015

TO: Martin Bourke
Interim Village Manager

FROM: Brian Leahy
Fire Chief

SUBJECT: Weekly Fire Department Report 2015-05

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 two (22) firefighters attended regular evening training. Cold weather pumping/relay drills were conducted.
3. Emergency Medical Services Report:
 - No report
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report
5. Emergency Management Report:
 - This week Deputy Chief Roger Krupp and I met with representatives of DuPage County Office of Homeland Security and Emergency Management and the Red Cross. During this meeting we reviewed our shelter locations within the village limits. The Red Cross will now be working with each of these shelters to refine procedures and list our resources.
6. Last month we were awarded an \$18,000 Illinois Office of the State Fire Marshal Grant for 10 sets of firefighter protective clothing. This gear has now been ordered and should arrive in April.
7. This week a contractor for AT&T installed rigid conduit from the outside of the building to the server room for the installation of an AT&T Fiber Optic Cable.
8. With the large snow incident over the weekend, I increased the staffing at the fire station from three (3) to five (5) Firefighters.

9. Incidents of interest:

- During the past week Hinsdale FD responded to two (2) automatic response calls in Clarendon Hills.
- During the past week Clarendon Hills FD responded to three (3) automatic response calls in Hinsdale.
- Wednesday, February 2nd at 3:31 PM. Ambulance 314 and Squad 316 responded to a vehicle accident on 55th St. near Rt. 83. Hinsdale ambulance 1015 was also called to scene to transport a 2nd patient.

10. Mutual Aid Calls:

- Monday, February 2nd at 10:12 AM. Ambulance 314 responded to assist the Westmont Fire Department with an accident with injuries on 63rd St. at Ridge Rd. in Westmont.

11. Fire/Rescue/EMS calls:

- During the past week the fire department responded to thirty three (33) 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, February 5, 2015.

| February ▾ | | 2015 ▾ | | | | |
|------------|-------------------------------------|---|--------------------------------|--|-----------|-----------|
| Sun | Mon | Tues | Wed | Thurs | Fri | Sat |
| 1 | 2 • Village Board Meeting | 3 • DTDRC | 4 | 5 - Today • Historical Society | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 • Presidents' Day | 17 • Village Board Meeting - Reschedule | 18 • Chamber Meeting | 19 • ZBA/PC Meeting | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

| Calendar Event List | |  Add All to My Calendar |
|---------------------|--|---|
| Date/Time | Event | |
| 2/2/2015 7:00 PM | (Board & Committee Meetings) Village Board Meeting Village Hall Board Room |  Add to My Calendar |
| 2/3/2015 7:00 PM | (Board & Committee Meetings) DTDRC Village Hall Board Room (continued from 1/6/2015) |  Add to My Calendar |
| 2/5/2015 7:00 PM | (Local Organizations) Historical Society Public Welcome The Birches 215 55th Street Clarendon Hills, IL |  Add to My Calendar |
| 2/16/2015 | (Holidays) Presidents' Day Village offices closed in observance of Presidents' Day. |  Add to My Calendar |
| 2/17/2015 7:00 PM | (Board & Committee Meetings) Village Board Meeting - Reschedule Village Hall Board Room, 1 N Prospect Ave Rescheduled due to Presidents' Day Holiday |  Add to My Calendar |
| 2/18/2015 9:00 AM | (Local Organizations) Chamber Meeting Village Hall Board Room, 1 N Prospect Ave |  Add to My Calendar |
| 2/19/2015 7:30 PM | (Board & Committee Meetings) ZBA/PC Meeting Village Hall Board Room, 1 N Prospect Ave. |  Add to My Calendar |



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

Today is Thursday, February 5, 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 | 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 | <i>(Board & Committee Meetings)</i> Village Board Meeting Village Hall Board Room, 1 N Prospect Ave. |  Add to My Calendar |
| 3/5/2015 7:00 PM | <i>(Local Organizations)</i> 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 | <i>(Board & Committee Meetings)</i> Village Board Meeting Village Hall Board Room, 1 N Prospect Ave. |  Add to My Calendar |
| 3/18/2015 9:00 AM | <i>(Local Organizations)</i> Chamber Meeting Village Hall Board Room, 1 N Prospect Ave. |  Add to My Calendar |
| 3/19/2015 7:30 PM | <i>(Board & Committee Meetings)</i> ZBA/PC Meeting Village Hall Board Room, 1 N Prospect Ave. |  Add to My Calendar |
| 3/21/2015 8:00 AM | <i>(Board & Committee Meetings)</i> Village Board Budget Meeting Police Department Training Room |  Add to My Calendar |