

**VILLAGE OF CLARENDON HILLS
MANAGER'S REPORT
JANUARY 16, 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: Zach Creer, Assistant to the Village Manager

Date: January 16, 2015

1. Cheryl wrapped up her final day today. And while I have only had the opportunity to work with her a short while, I will certainly miss her humor and kind heart. She has been the backbone of our department for almost 20 years and the entire community has benefited immensely from her work.
2. The hiring process for the part-time Fiscal Assistant started this week. The closing period for applications ends on January 30th, so if you know anyone who would be interested, please direct them to the Village website.
3. On Thursday, Interim Village Manager Bourke signed a three month extension with Constellation for electric supply at 6.8 cents per kilowatt hour. This represents a significant savings over the ComEd rate of 7.572 cents per kilowatt hours. Residents can expect no change in service or billing as both of those items will still be handled by ComEd.

Have a great weekend!

Village of Clarendon Hills
Department of Public Works

MEMORANDUM

DATE: January 16, 2015
TO: Martin J. Bourke, Interim Village Manager
FROM: Michael D. Millette, P.E., Director of Public Works
SUBJECT: Department Notes

1. Homer Tree Care began our annual tree pruning and removal project this week. The project covers the entire Village and should be completed by the end of the month. As with all construction-related activities residents are asked to heed warning signs and obey flaggers' instructions.
2. This phase of work at the Village Hall is wrapping-up as we began the installation of new lights in the lobby yesterday. The final phase will consist of stripping wallpaper and painting the back stairwell and some amount of carpet replacement which is currently under review. We expect this work to be completed in February.
3. We will remove the holiday decorations form the CBD and hang the winter banners starting tomorrow.
4. Snow removal efforts have ceased as the January thaw approaches. In the same manner that 'April showers bring May flowers' the January thaw brings...potholes! That may not rhyme, but our road patching activities next week will be 'on time'.



Village of Clarendon Hills

MEMORANDUM

To: Marty Bourke, Interim Village Manager
From: Dan Ungerleider, Community Development Director
Date: January 16, 2015
Subject: Department Report

1. **227-231 Burlington** - The DTDRC held a meeting on January 6, 2015 to conduct a level 3 downtown design review hearing for a proposed self-warehouse facility. The development is being designed to comply with the current I-Industrial District standards and the Downtown Design Review Guidelines. A second meeting to discuss the Commission's requested revisions to the plan will be held on February 3, 2015 at 7pm in the Village Hall board room.

The village-initiated map amendment effecting this property will be presented to the Village Board on January 20, 2015. The requested map amendment will rezone the subject Burlington Avenue properties from I-Industrial to B-2 General Business district as recommended by the Downtown Master Plan and in keeping with the character of the downtown business district.

2. **Business/Contractor License Online Applications** - Application for 2015 Business, Contractor, Home Occupation or Scavenger licenses are available online at <http://www.clarendonhills.us/businesslist.cfm>. Once completed and approved, business owners will be emailed a copy of their license and will be given access to their online GoLocal directory listing and access to their online building permit files. Please call the Community Development Department at 630-286-5410 if you have any questions or need assistance completing an online license form.
3. **Stormwater Detention Program** - Late 2014 the Village Board adopted an ordinance amending the Village stormwater management standards that, come May 2015, will require projects greater than 300 square feet to include stormwater storage. This week staff began working with our consulting Village Engineer to develop a program to assist the development community with this provision. The program will ultimately include a set permit review, installation inspection and maintenance inspection process. For smaller projects between 300 square feet to 800 square feet, the program will also include "toolkits" that will provide established stormwater management systems that could be considered without having to hire a design engineer. More information about this program will be posted on the Community Development Department webpage as it is developed.
4. **GIS Mapping** - In addition to creating a new zoning map, which can be viewed on the Community Development Department webpage, the Department is creating maps illustrating the Village's ongoing street program, existing land use patterns. As they are generated, these map will be posted on the Department's webpage.
5. **Coldwell Banker Expansion** - Over the past 6-8 months, the Department has been having preliminary discussions with the owner of the building at Eastern and Prospect Avenue regarding the renovation of the his building to accommodate the expansion of the Coldwell Banker offices. As recommended by the Downtown Design Review Guidelines, the property owner is considering to renovate the façade and increasing the size of the plaza at the corner of his building. This development will require Village Board, ZBA and DTDRC commission review and approval before a building permit can be issued.
6. **Building Permit Report** - Permit requests remains slow. So far in January the Village issued 5 permits having a reported total construction value of \$ \$17,550.

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT

DATE: January 16, 2015

To: Village Manager Marty Bourke

From: Chief Ted Jenkins

Subject: Weekly Activity Report

1. Last Friday DC Farmer and I were invited to tour US Customs and Border Patrol operations at O'Hare Airport. CBP stations over 300 personnel at O'Hare and is responsible for screening an average of 15,000 international passengers and their luggage daily. Agents also screen all incoming and outgoing international mail at the O'Hare postal facility. The competent staff and state of the art equipment was very impressive.
2. The Police Department was treated to lunch by representatives of the "Mom's List" on Monday. The "Mom's List" is an email list compiled through several sources and has been a valuable communication resource to the Village on multiple occasions. The "Ladies of the List" provided lunch for the PD as a thank you and welcome back to Sergeant Paul Dalen. We are all thankful for their support and kind gesture.
3. Sergeant Dalen also received a thank you from 5 year old Lucas. Lucas and his Mom brought in chocolate chip cookies for Paul and a kind note. The cookies were good and the note was the highlight of my week as Lucas politely asks Paul to "try not for it to happen again". Lucas has a bright future in risk management.
4. Recent training:
 - Two officers completed on-line Police Law training
 - Eric Smith our new PT Police Assistant is training with FT Police Assistant Kelly Schildgen on the many administrative functions of the police department. Eric is catching on quickly and doing very well.

I thank you for
protecting us.
I hope you feel
better soon.
Try not for it
to happen again.
Love, Lucas

Significant traffic and criminal activity during the period January 9, 2015 through January 15, 2014

1. On 1/11, a resident on the 300 block of Reserve Circle reported that her front door was forced open by a male at 1:18pm. She related that approximately 10 minutes after her husband left the house she heard a loud noise. She called "Hello" downstairs and a male voice responded "Hello". She went to the top of the stairs and saw a male subject flee from the entryway. Nothing was taken from the home but the front door and frame were damaged. Pending.
2. On 1/11 at 314am a forty six year old Downers Grove resident was stopped by officers on 55th Street between Walker and Richmond. After an interaction with officers she was arrested and cited for DUI, driving with a blood alcohol concentration over .08 and failure to signal when changing lanes.
3. On 1/12 a resident on the 100 block of Norfolk reported that his 2012 Lexus was missing from his driveway. The circumstances are very similar to an incident on South Prospect last year. The car taken from Prospect Ave was recovered weeks later, inside a shipping container, in New Jersey bound for Russia. Pending
4. Clarendon Hills' officers made two arrests for driving with a suspended/revoked driver's license and served two arrest warrants.

VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

DATE: January 16, 2015

TO: Martin Bourke
Interim Village Manager

FROM: Brian Leahy
Fire Chief

SUBJECT: Weekly Fire Department Report 2015-02

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:
 - No report
3. Emergency Medical Services Report:
 - Wednesday evening, twenty one (21) Firefighter EMT-B's and Paramedics attended monthly continuing education conducted by a Loyola representative at the fire station.
 - Finance Director Peg Hartnett and I will be working with the Hinsdale Fire Chief and Hinsdale Finance Director to propose adjustments to our ambulance service fees for both villages. More to report on this in the next few weeks.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - Hinsdale Chief Ronovsky and I will be meeting with DuComm representatives today to discuss dispatching operational issues for when Hinsdale moves to DuComm in May.
5. Emergency Management Report:
 - No report.
6. Attached is a letter from D181 Superintendant Don White thanking us for the help we provided when a pipe broke at the Hinsdale Middle School last week.
7. On Thursday I attended the monthly meeting of the SWCD Executive Committee.
8. As reported last week about the bathroom sewer problems, this work started on Wednesday and the plumbing portion of the project should be completed today. Finish floor tile work should be done in 1-2 weeks.

9. This week we received the \$18,000 from the State Fire Marshal small equipment grant program for the purchase of firefighter protective clothing. We hope to have this equipment ordered next week.
10. Yesterday, I filed the paper work for grant funding from our insurance cooperative (IRMA) for our power cot and power loading system that was a part of the new ambulance. I received an email from IRMA that they will be including about \$11,500 in their 2016 budget for payment to us for this equipment. IRMA is doing this as an incentive for fire departments to purchase this type of equipment which can reduce back injuries of EMS personnel.
11. On Wednesday, I attended the monthly meeting of the MABAS Division 10 Fire Chiefs.
12. 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 four (4) automatic response calls in Hinsdale.

13. Mutual Aid Calls:

- None

14. Fire/Rescue/EMS calls:

- No significant calls of interest.
- During the past week the fire department responded to twenty six (26) emergency calls.

If you have any questions or require additional information, please contact me.



Community Consolidated School District 181

Dr. Don White, Superintendent
Administration Center
6010 S. Elm Street
Burr Ridge, IL 60527
630-961-4922 • FAX 630-655-4756

January 12, 2015

Dear Clarendon Hills Fire Department,

I am writing to share a personal thank you for your recent efforts to assist with the clean up necessary at Hinsdale Middle School when a water sprinkler released on January 8, 2015. While this type of event is not something that we can plan for, as the Superintendent, it is personally gratifying to know that we have dedicated individuals such as you when we are in need of additional assistance. Without your efforts, the school may not have been able to open. At the very least, the learning environment would have been negatively impacted and the students and staff would not have been able to access their typical teaching and learning spaces.

District 181 is so fortunate to partner with so many wonderful people who gladly go well above and beyond their typical responsibilities. It is events such as these that create opportunities for us to demonstrate why District 181 is such a special place, and how we unite to provide a high quality teaching and learning environment for all of our students and staff.

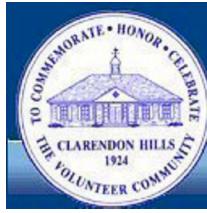
I again want to personally thank you for your daily efforts and for what you do to make District 181 such a great place, and I especially want to thank you for what you did to assist in the clean up at Hinsdale Middle School.

Thank you for making a positive difference for many!

Sincerely,

Don White

Don White, Ph.D.



Village of Clarendon Hills

One North Prospect Avenue
Clarendon Hills, Illinois 60514
(630) 286-5400



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

Today is Friday, January 16, 2015.

January  2015 						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1 • Village offices closed in observance of New Years	2	3
4	5 • Village Board Meeting	6 • Downtown Design Review Commission Meeting	7 • Special Village Board Meeting	8	9 • Firefighters' Pension Regular Board Meeting	10
11	12 • Police Pension Regular Board Meeting	13	14 • Special Village Board Meeting • Village Board Committee Meeting	15 • ZBA/PC Meeting - Cancelled	16 - Today	17
18	19 • Martin Luther King Day • Village Board Meeting - Cancelled	20 • Village Board Meeting - Rescheduled	21 • Chamber Meeting	22	23	24
25	26	27	28	29	30 • Free Secretary of State Renewal Event	31

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
1/1/2015 9:00 AM - 5:00 PM	(Holidays) Village offices closed in observance of New Years HAPPY NEW YEAR!!!!	 Add to My Calendar
1/5/2015 7:00 PM	(Board & Committee Meetings) Village Board Meeting Village Hall Board Room 1 N. Prospect Ave.	 Add to My Calendar
1/6/2015 7:00 PM	(Board & Committee Meetings) Downtown Design Review Commission Meeting Village Hall Board Room, 1 N Prospect Ave	 Add to My Calendar
1/7/2015 7:00 PM	(Board & Committee Meetings) Special Village Board Meeting Village Hall Board Room, 1 N Prospect Ave	 Add to My Calendar
1/9/2015 9:00 AM	(Board & Committee Meetings) Firefighters' Pension Regular Board Meeting Village Hall Lower Level Conference Room	 Add to My Calendar
1/12/2015 5:30 PM	(Board & Committee Meetings) Police Pension Regular Board Meeting Village Hall Lower Level Conference Room	 Add to My Calendar
1/14/2015 7:00 PM	(Board & Committee Meetings) Special Village Board Meeting Village Hall Board Room	 Add to My Calendar
1/14/2015 7:00 PM	(Board & Committee Meetings) Village Board Committee Meeting Village Hall Village Board Room	 Add to My Calendar
1/15/2015 7:30 PM	(Board & Committee Meetings) ZBA/PC Meeting - Cancelled Village Hall Board Room	 Add to My Calendar

1/19/2015	(Services) Martin Luther King Day Village Hall offices are PEN	 Add to My Calendar
1/19/2015	(Board & Committee Meetings) Village Board Meeting - Cancelled In observance of Martin Luther King Day	 Add to My Calendar
1/20/2015 7:00 PM	(Board & Committee Meetings) Village Board Meeting - Rescheduled Due to Martin Luther King Day, this meeting is rescheduled to 1/20/15 in the Village Hall Board Room	 Add to My Calendar
1/21/2015 9:00 AM	(Local Organizations) Chamber Meeting Village Hall Board Room	 Add to My Calendar
1/30/2015 10:00 AM - 12:00 PM	(Community Events) Free Secretary of State Renewal Event Held at Clarendon Hills Ban 200 W. Brilington Ave. Renew your drivers license, license plate, or state title on site with the Secretary of State. More information or further information contact 630-323-1240	 Add to My Calendar



Village of Clarendon Hills

One North Prospect Avenue
Clarendon Hills, Illinois 60514
(630) 286-5400



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

Today is Friday, January 16, 2015.



February		2015						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat		
1	2 • Village Board Meeting	3 • DTDRC	4	5	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
2/16/2015	(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