



**VILLAGE OF CLARENDON HILLS
MANAGER'S REPORT
January 15, 2016**

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

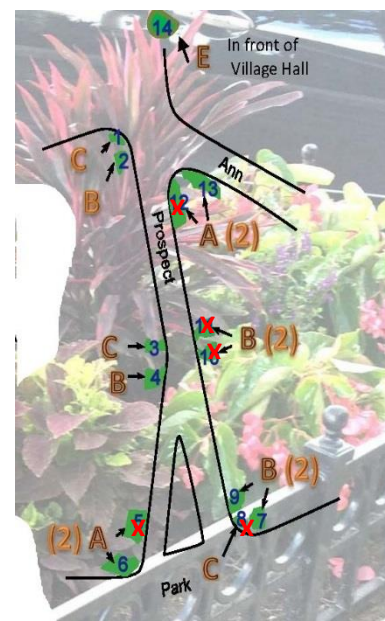
To: Village President Austin & Board of Trustees

From: Kevin Barr, Village Manager *KS*

Date: January 15, 2016

1. Peg Hartnett, Zach Creer, and I conducted departmental budget meetings this week. Our staff is doing a great job adjusting to the difficulty of budgeting for a stub year in 2017. We anticipate sticking to the budget schedule previously shared with the Board.
2. Following up on previous parking discussions, we expect to have additional information to discuss with the Board at the February 1st meeting. In the meantime, the Police Department is taking action to address concerns regarding excessive speed on Middaugh. We also intend to bring forward a clarification regarding the existing Code as it relates to Stonegate Road.
3. Dan Ungerleider and I met with the Postmaster on Wednesday to discuss parking for their vehicles and employees. She confirmed they are generally using the 318 Park lot, currently without an agreement (or payment) with the owner. She indicated the Post Office is currently contracting to plow the lot. She is gathering more information which should allow us to determine a plan of action after the lot is purchased.
4. We are pleased to advise that the Lions Club contributed \$1,000 towards the purchase of trees for Village parkways. This is in addition to a contribution towards the potential Apiary and another \$1,000 for the Library. Thank you to the Lions Club for their dedication and commitment to Clarendon Hills.
5. We are already thinking spring here at Village Hall. The Planting Partners program has already acquired 5 sponsors for the 2016 season. We have 8 more beds that need sponsoring.

Enjoy the weekend.



Village of Clarendon Hills
Department of Public Works

MEMORANDUM

DATE: January 15, 2015
TO: Kevin Barr, Village Manager
FROM: Michael D. Millette, P.E., Director of Public Works
SUBJECT: Department Notes

1. The 3-ton truck that had been out of service has been repaired and is ready for use. Its rear axle and differential required replacement. Unfortunately, the vehicle is no longer under warranty. Fortunately the repairs are under \$5,000.
2. We are prepared to spread salt, should the temperature drop faster than predicted.
3. With the expected freeze after this quick thaw, we will perform a round of pothole patching on Monday.
4. Design work remains on schedule for both the 2016 road and water main replacement programs. The bid opening for the road program is scheduled for next Tuesday and the water main replacement program's bid opening is scheduled for February 9th.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Dan Ungerleider, Community Development Director
DATE: January 15, 2016
RE: **Department Report**

1. **Annual Business License Renewal** - Businesses and Contractors operating in the Village are required to obtain a yearly Business License. Please visit the Village Business License Portal on the Village's website at www.clarendonhills.us. Please contact the Community Development Department at 630-286-5410 if you have any questions.
2. **New Village Website** - The new village website is online and open for business. The home page features a seasonal photograph taken by resident Jason Lewis. Thanks Jason. Please use the "Let Us Know" button to provide feedback about the new website or to inform the Village of any concerns.
3. **Richmond Education Garden and Apiary Update** - Great News! Through the efforts of the Garden's business partners, the Clarendon Hills Park Foundation has collected over \$10,000 for the development and operation of the proposed education garden. The total cost of the project is expected to be around \$100,000. Last Tuesday, the Department hosted a meeting with teachers from Walker School, Prospect School, Clarendon Hills Middle School and Hinsdale Central High School to begin coordination and planning of how they plan to use the garden in the schools' curriculums. More information about the garden can be found at www.clarendonhills.us/sustainability.
4. **Plumbing Code** - The Department continues to review and prepare an amendment to the Village Plumbing Code to adopt the State Plumbing Code. This week I met with the Village's plans examiner, plumbing inspector, and the fire department and public works to discuss the elimination of the village adopted amendments to past versions of the plumbing code. I anticipate adoption of the State Plumbing code to be considered by the Village Board in Late February. It should be noted that adoption of the State Plumbing Code is mandated by the State. The last update was in 2004.
5. **201-211 Burlington Ave** - On Tuesday, January 19, 2016, Mr. Pisani and his design team will again be appearing before the Downtown Design Review Commission seeking approval for a plaza, kiosk, outdoor dining area and existing exterior building renovations at the southwest corner of Burlington and Prospect Avenues. During this meeting Mr. Pisani's team will be addressing the questions and issues raised during the DTDRC meeting held on November 17, 2015. The agenda for the January 19, 2016 DTDRC meeting is posted on the village website at www.clarendonhills.us.
6. **9-23 Walker Ave Development** - On Thursday, January 21, 2016, Mr. Smith and his design team will be appearing for the 4th time before the ZBA/PC seeking approval for a comprehensive plan amendment and special use permit approval for a preliminary planned unit development for a mixed use development consisting of a single building containing first floor commercial, thirty-five (35) one and two bedroom apartments units and seven (7) "live/work"

apartment units with assigned parking. This meeting will be a continuation of a public hearing held on October 15 and December 17, 2015. On January 21, Mr. Smith will be addressing the questions and issues raised thus far and requesting the ZBA/PC forward a positive recommendation to the Village Board for consideration in February. The agenda for the January 21, 2016 ZBA/PC meeting is posted on the village website at www.clarenondonhills.us.

7. **227-231 Burlington Ave** - On Monday, January 18, Mr. John Schiess, the architect and developer representing the owner of the property, will be seeking feedback and direction from the Village Board before proceeding through the formal development review process for a private garage condominium for storage and display of classic, collector and exotic vehicles. Development approval for this project will require amendments to the comprehensive plan and zoning ordinance, and approval of a planned unit development.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT

DATE: January 15, 2016

To: Village Manager Kevin Barr

From: Chief Boyd Farmer

Subject: Weekly Activity Report

Recent events and training:

- Officer Finrock, who heads up our traffic safety unit, deployed the Police Department's new speed monitoring device on Middaugh Road. The Department now has two speed monitoring signs. The Department was awarded our first speed sign from IDOT, because of the Department's traffic safety efforts. In response to resident requests, we purchased the second sign. In addition to speed signs, the traffic safety enforcement program assigns officers to conduct traffic enforcement surveys at locations throughout Clarendon Hills.
- This past week the Police Department has been conducting in-house defensive tactics training, taught by Detective Shirley, and Taser certifications, taught by Officer Finrock.



Significant traffic and criminal activity during the period January 9, 2016 through January 15, 2016.

Jan. 11, an officer responded to a home in the 400 block of Traube Ave. for a report of identity theft. The resident reported someone unknown had altered her mailing address on numerous accounts she held. After investigation, it appeared the incident was the result of domestic issues within the family.

Jan. 14, an officer responded to the 10 block of Mohawk dr. for a report of identity theft. The resident was contacted by a collection agency regarding an unpaid balance on a credit card account she never opened. The officer gave her advice to properly address the problem.

Jan. 14, an officer was called to the parking area of 550 Chase Drive, Park Willow Condos, where a resident reported her parked car damaged by an unknown vehicle. The hit and run occurred two days prior to the report.

VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

DATE: January 15, 2016

TO: Kevin Barr
Village Manager

FROM: Brian Leahy
Fire Chief

SUBJECT: Weekly Fire Department Report 2016-01

1. Fire Prevention Bureau Activity during the past week.
 - Several Fire/Life Safety Inspections occurred this week.
 - This week the Park Willow Complex was upgraded with each building having its own radio alarm system. There are 10 buildings in this complex and 9 have now been completed. The 10th building had a severe fire in June and the alarm system at that building will be upgraded before occupancy is allowed. Previously all 10 building in this complex were linked together with an underground wire connecting the fire alarm systems to one main panel and the alarm would be sent to the fire department from there. This arrangement has proven unreliable during the last 8-10 months.
2. Training Report:
 - No report.
3. Emergency Medical Services Report:
 - Wednesday evening, twenty two (22) Firefighter EMT's and Paramedics attended monthly continuing education conducted by the Loyola EMS System representative.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - Our next project is to look at the ambulance fee billing services for both villages. More to report on this soon.
5. Emergency Management Report:
 - Early Monday morning the Fire Chiefs and Deputy Chiefs from Clarendon Hills, Hinsdale and Western Springs met to plan for the 2016 EOC table top exercise.
6. DUCOMM Transition information:
 - This week our outside contractor Jim Halik continued working on various Computer Aided Dispatch (CAD) information required for the transition to DuComm. Several documents have been transmitted to DuComm.

- Lt. Dave Godek and Lt. Jim Weil have been working on updating the business information file for entry into the DuComm CAD System.
 - The address maps have been updated and given to DuComm.
 - The mobile data computers for the fire and police vehicles have been delivered. Soon we will be activating them on the Verizon 4G network and DuComm will be onsite to load the appropriate software in them.
 - On Thursday, Lts. Godek, Weil and myself participated in the DuComm consolidation update conference call. Many topics were discussed. Everything is going as planned and we are ahead of schedule.
 - The date for the switch from SWCD to DuComm is now set as April 27, 2016 at 9:00 AM. Clarendon Hills FD & PD, Burr Ridge PD and Willowbrook PD will all switch over at the same time.
7. On Tuesday, I attended the DuComm Chiefs Sub-Committee meeting.
8. On Tuesday, I attended the monthly meeting of all DuPage County Fire Chiefs in Glendale Heights. At this meeting we had an intelligence specialist from the Department of Homeland Security brief us on Terrorism related issues and what to look for. Hinsdale Fire Chief Rick Ronovsky was elected Chairman of this important group.
9. At this time we are working on collecting all of the data and other information to complete the 2015 Clarendon Hills Fire Department Annual Report. I am hoping to have this completed by February 15th.
10. Incidents of Interest:
- Monday, January 11th at 9:21 PM. Ambulance 314 and Squad 316 responded for a vehicle accident with injuries on Rt. 83 southbound south of Ogden Ave.
 - Tuesday, January 12th at 9:09 PM. The fire department along with Hinsdale Engine 84 responded for a gas odor in the 5 story building located at 434 McDaniels. Upon arrival firefighters found high gas levels in the entire building and higher levels on the 2nd floor. All residents were evacuated to the first floor while the source of the gas was investigated. The gas problem was located inside a unit on the 2nd floor. Firefighter used large fans to remove the gas. Continued checking the gas and oxygen levels with meters until the atmosphere inside the building was safe for all of the residents to return to their units.
11. Mutual Aid Calls:
- None
12. Fire/Rescue/EMS calls:
- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills five (5) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale eight (8) times.
 - During the past week, the fire department responded to thirty four (34) emergency calls.

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

January

2016

| Su | M | Tu | W | Th | F | Sa |
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| 3 | <u>4</u> | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | <u>18</u> | <u>19</u> | <u>20</u> | <u>21</u> | 22 | 23 |
| 24 | 25 | <u>26</u> | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |

Community Events

Chamber of Commerce Meeting

January 20, 9:00 AM - 10:00 AM @ Village Hall

[More Details](#)

Meeting Calendar

Village Board Regular Scheduled Meeting

January 18, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**Downtown Design Review Commission Meeting**

January 19, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**ZBA/PC Meeting**

January 21, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)**Special Events Committee Meeting**

January 26, 7:00 PM - 8:00 PM @ Board Room

[More Details](#)

CONNECT
WITH US

February 2016

| Su | M | Tu | W | Th | F | Sa |
|----|-----------|-----------|-----------|-----------|----|----|
| 31 | <u>1</u> | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | <u>15</u> | <u>16</u> | <u>17</u> | <u>18</u> | 19 | 20 |
| 21 | 22 | <u>23</u> | 24 | 25 | 26 | 27 |
| 28 | 29 | 1 | 2 | 3 | 4 | 5 |

Community Events

Village Offices Closed due to Holiday**February 15, All Day**

Presidents Day

[More Details](#)

Chamber of Commerce Meeting**February 17, 9:00 AM - 10:00 AM @ Village Hall**[More Details](#)

Meeting Calendar

Police Pension Fund Meeting**February 1, 5:30 PM - 7:00 PM @ Village Hall Main Building**

Lower Level Conference Room

[More Details](#)

Village Board Regular Scheduled Meeting**February 1, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)

Village Board Rescheduled Meeting**February 16, 7:00 PM - 9:00 PM @ Board Room**

Rescheduled due to the Observance of Presidents Day 2/15/16

[More Details](#)

ZBA/PC Meeting**February 18, 7:30 PM - 8:30 PM @ Board Room**[More Details](#)

Special Events Committee Meeting**February 23, 7:00 PM - 8:00 PM @ Board Room**[More Details](#)
