



**VILLAGE OF CLARENDON HILLS  
MANAGER'S REPORT  
January 29, 2016**

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**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 -- 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 *KSB*

Date: January 29, 2016

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1. Stub Year 2016, Calendar Year 2017 Budget Preparation. Work on the budgets is continuing. As a reminder to the Board, the Budget Workshop is scheduled for Saturday, March 19 in the morning. Please include this on your schedules.
2. Annual CPI Report. We have received the annual report regarding the CPI which came in at 0.7%. This is the number that will be available under the Tax Cap legislation for the 2016 tax levy, which applies to the 2017 budget. This assumes the State does not pass property tax freeze legislation, as has been discussed. For your information.
3. 318 Park Purchase. The Village completed the purchase process for the 318 Park property. As reported previously, we will present recommendations for a parking policy at an upcoming meeting. The purchase is accounted for in the Economic Development Fund (Fund 23, often referred to as the Parking Fund) with a “loan” from the Capital Projects Fund to cover the unavailable difference. This “loan” will be paid back when additional funds are available. This is the same procedure used in the Ogden Avenue TIF Fund.
4. Special Events Committee Meeting. The Special Events Committee held its first meeting of the year on Wednesday night. There were some questions and concerns raised in regards to the sponsorship included in the 318 Park property sale agreement. The Committee was assured that the transaction would not affect the ability to provide concert services in 2016.
5. Du-Comm Budget Letter. Attached is a copy of the Du-Comm budget letter for the upcoming year. I thought you might be interested as it specifically mentions Clarendon Hills joining and the (positive) impact this had on the overall budget. It shows the benefit to Clarendon Hills, and the region generally, of working together in a cooperative manner. Let me know if you are interested in seeing the entire Du-Comm budget. For your information.

*Enjoy the weekend.*



# DU-COMM

## DuPage Public Safety Communications

**Brian Tegtmeier, ENP**  
Executive Director  
600 Wall Street  
Glendale Heights, IL 60139  
(630) 260-7500 Main  
(630) 924-9280 Fax  
[www.ducomm.org](http://www.ducomm.org)

January 27, 2016

DU-COMM Member Agency,

On January 19, the DU-COMM Board of Directors unanimously approved the DU-COMM FYE17 Budget. This budget includes four (4) new agencies (Burr Ridge PD, Clarendon Hills FD, Clarendon Hills PD, and Willowbrook PD). The budget increased over 6.63% with the related increase to staff, but the average impact to our members was an average decrease of -2.08%, and no current member has a cost increase from the 2016 budget.

Pursuant to the DU-COMM Bylaws, attached is a copy of the DU-COMM FYE17 budget (May 1, 2016 - April 30, 2017).

Your agency's obligation through April 30, 2017 is listed on page 5. Invoices will be issued quarterly starting May 1, 2016. As noted in the summary, cost for the second facility are not included in this budget.

Also attached is a copy of our current bylaws for your files.

Sincerely,



Brian Tegtmeier, ENP  
Executive Director

Attachments: DU-COMM FYE17 Budget  
DU-COMM Bylaws - amended June 9, 2015

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

**MEMORANDUM**

**DATE:** January 29, 2015  
**TO:** Kevin Barr, Village Manager  
**FROM:** Michael D. Millette, P.E., Director of Public Works  
**SUBJECT:** Department Notes

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1. Installation of the replacement heating unit at Heritage Hall is generally complete. The "B" vent which extends through the roof, may require replacement. If so, we would contract that work out to a HVAC contractor.
2. We performed more pothole patching this week as Hinsdale has requested to borrow our hot patching trailer next week instead of this week as previously discussed.
3. This morning, we discovered our third frozen water service by way of a massive amount of ice build-up on the public sidewalk. The last two frozen services were both in unoccupied houses. If any staff notice unusual ice build-up adjacent to houses either in the process of sale or look about to be torn-down, please let us know and we will follow-up w/ Community Development as necessary.
4. The president of the company which currently up-fits our heavy trucks visited this week to follow-up on our concerns with reliability of the International chassis (which they somewhat share) and with issues related to their work, i.e. the hydraulics for the dump bodies and the plow hoists. In the proposed budget we are recommending to purchase a Peterbilt chassis for the Unit #5 replacement. We will be sticking to this recommendation, but advised the company that we would entertain their bid on our medium truck replacement (Unit #4).
5. Design work remains on schedule for the 2016 water main replacement program. A bid opening is scheduled for February 9<sup>th</sup>.
6. I attended the Illinois Terrorism Task Force meeting this past Wednesday which was held at the DuPage County Homeland Security facility which was linked to the Springfield center. No new threats were mentioned. The development of a public safety broadband network (Firstnet) is just getting underway with the issuance of an RFP by the Federal government. Full deployment is scheduled to take five years. More information can be obtained on the Department of Homeland Security website.

## MEMORANDUM

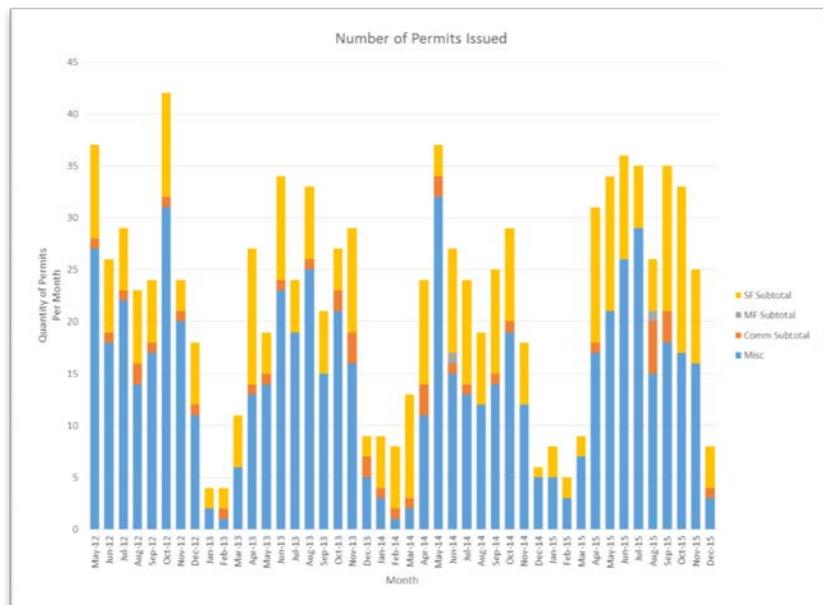
TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: January 29, 2016

RE: **Department Report**

- 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](http://www.clarendonhills.us). Please contact the Community Development Department at 630-286-5410 if you have any questions.
- 227-231 Burlington Ave** - On Thursday, January 28, President Austin, Village Manager Barr and I met with Mr. Kevin Anetsberger, the owner of the property at 227-231 Burlington Ave. This property had been the subject of a concept proposal presented to the Village Board on January 18 by Mr. Anetsberger's architect, Mr. John Schiess. He had presented a revised concept plan for the development of a private garage condominium for storage and display of classic, collector and exotic vehicles. The overall concept received mixed reviews by the Village Board. Mr. Anetsberger had requested a follow up meeting to review the results of the Village Board meeting and to review his options for next steps: develop as was previously approved, or proceed through the development review process. I will provide an update once Mr. Anetsberger and his development teams makes a decision.
- Permit Report.** As is commonly experienced, January is a slow construction month. So far this month the Village has issued seven (7) building permits having a total reported construction value of \$807,318. The graph below illustrates the number of permits issued per month over the past several years.



**VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT**

DATE: January 29, 2016

To: Village Manager Kevin Barr

From: Chief Boyd Farmer

Subject: Weekly Activity Report

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**Recent events and training:**

- January 27, I attended the Police Operations Subcommittee meeting at DuPage Public Safety Communications (Du-Comm).
- January 28, Admin. Sergeant Paul Dalen and I attended the monthly DuPage County Police Chiefs meeting.
- January 28, Admin. Sergeant Dalen, Assistant to the Chief Green and I attended the bimonthly Du-Comm S/E consolidation meeting. The transition to Du-Comm dispatch is progressing well.
- January 25-27, Sgt. Porter attended a “Training Management Specialist” class sponsored by NEMERT.
- January 27, Officer Talerico went to a digital evidence procedures class hosted by DuPage County Sheriff’s Department.
- January 28, The Police Department’s surplus 2011 ford squad car was sold for \$4,250.00. The vehicle was sold on EBAY.

**Significant traffic and criminal activity during the period August 29, 2015 through September 4, 2015.**

1. January 23, a resident of the 100 block of Ogden Ave. came into the station to report he was a victim of identity theft. The victim discovered, through a credit check, that someone had charged \$2,500.00 to a debit card account set up in his name.
2. January 25, 1:49 am, an officer stopped a vehicle traveling W/B 55<sup>th</sup> Street near Western Ave. for speeding 59mph in a 35mph zone. After investigation, the 51 year old female from Bolingbrook was arrested for DUI.

3. January 27, an officer stopped a vehicle traveling in the 200 block of Ann Street. The vehicle's registration was expired in 2011, however, there was a 2016 registration sticker on the registration plate. Investigation revealed the 65 year old Clarendon Hills man had stolen a registration sticker from his neighbor's vehicle. He was charged with no valid registration and display of a stolen registration sticker.
4. January 28, an officer was called to Christ Lutheran Church, 60 55<sup>th</sup> Street, for a burglary from motor vehicle. An employee of the pre-school found her vehicle's driver side front window shattered and purse stolen. The crime occurred sometime between 11:30 am – 3:45 pm.

**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](#)

**March 2016**

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

**Community Events****Chamber of Commerce Meeting**

**March 16, 9:00 AM - 10:00 AM @ Village Hall**

[More Details](#)

**Meeting Calendar****Village Board Regular Scheduled Meeting**

**March 7, 7:00 PM - 9:00 PM @ Board Room**

[More Details](#)

**ZBA/PC Meeting**

**March 17, 7:30 PM - 8:30 PM @ Board Room**

[More Details](#)

**Village Board Budget Workshop**

**March 19, 8:30 AM - 12:30 PM @ Police Station**

Village Board working on upcoming Budgets

[More Details](#)

**Village Board Regular Scheduled Meeting**

**March 21, 7:00 PM - 9:00 PM @ Board Room**

[More Details](#)

**Special Events Committee Meeting**

**March 22, 7:00 PM - 8:00 PM @ Board Room**

[More Details](#)