



## **VILLAGE OF CLARENDON HILLS MANAGER'S REPORT**

**May 6, 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 -- No weekly report**

**B. Calendar**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *KBB*  
**Date:** May 6, 2016  
**Subject:** Weekly Report

1. IRMA Contractual Risk Training. Vicki Pries and Chris Boone attended training on Wednesday to review how best to “transfer” risk in contractual arrangements. Because it is through IRMA and it is without cost and is valuable in confirming the sound management of contracts.
2. South Holmes Street Concerns. Following up on the tree that was discussed by a resident at the May 2<sup>nd</sup> Board Meeting, Public Works reports that we expect to have the tree removed in the next few weeks. We have received several calls from the resident in question since the meeting on Monday. In regards to the issues raised regarding the “pool house” in this area, we have found no reasons to be concerned about the use of this building.
3. Village Hall Cupola Update. It has been awhile since we discussed this issue with the Board. We presented options and received direction to proceed with repairs. This process has been delayed due to non-response from the originally identified vendors. We are working with the architect (FGM) on how to move forward with this and will have an update when available.
4. Public Works Department. We are happy to announce that the full time Maintenance Worker position was filled by our part-time staff member Roger Heidenreich. We will seek to fill the part-time position that is now available.

***Enjoy the weekend.***

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Michael D. Millette P.E., Director of Public Works  
**Date:** May 6, 2016  
**Subject:** Department Report

1. All pipe installation and testing is complete for the 2016 Water Main Replacement Program. Water service transfers are nearly complete on Colfax and will move to Ruby next week. Storm sewer work is underway. The project is on schedule.
2. Construction work for the 2016 Road Improvement Program is scheduled to begin the week of May 16<sup>th</sup> on Harris, Hudson Ridge and Ruby. A newsletter is in preparation and will be delivered to all affected residents and posted on the Village website next week containing more details.
3. Village-wide tree planting will begin next week. 85 trees are scheduled for installation. After this work is completed, we will be able to address the Conestoga Sugar Maple on Holmes Avenue that was mentioned at the last Board meeting.
4. Spring ditching is complete excepting restoration which is currently underway.
5. Our annual Public Works Week Open House will be held at our facility on Friday, May 20<sup>th</sup> from 2 to 6 p.m.

**MEMORANDUM**

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: May 6, 2016  
RE: Department Report

1. **Sue's Cakery, 29 S Prospect.** On Monday the Village issued Sue's Cakery a Certificate of Occupancy. Later that evening Sue appeared before the Village Board to report that our new bakery would be opening next week with a grand opening on Friday! Welcome Sue!
2. **Richmond Education Gardens & Apiary.** Thanks to Aguamiel Restaurante and everyone who participated in the Village's first Earth Day Fiesta. It was a successful event, and more importantly a lot of fun. This week Kevin Barr and I met with Westmont's Village Manager to continue coordinating next steps needed for developing this co-community project.
3. **55<sup>th</sup> Street Sub Area Plan.** The Village received 5 excellent proposals from consultants interested in assisting the Village with the development of the proposed 55<sup>th</sup> Street Sub-Area Plan; all of which came in under budget. Staff will present its choice of proposal to the Village Board at an upcoming Village Board meeting. More information about the study is posted on the Village's website at [www.clarendonhills.us/55Streetplan](http://www.clarendonhills.us/55Streetplan).
4. **Economic Development Commission.** The EDC held its first meeting last week. In addition to introductions, the Commission was presented a report regarding the Ogden TIF District and potential economic market opportunities and real estate economics of the properties between Oxford and Richmond Avenues. The draft minutes and agenda packet for that evening are posted on the Village website. More information about the EDC can be found at [www.clarendonhills.us/edc](http://www.clarendonhills.us/edc). The Commission's next meeting will be on May 24<sup>th</sup> at 7:00 pm.
5. **Permits.** In April the Village issued twenty (21) building permits, including one (1) home, having a total reported construction value of \$524,404. So far in May the Village has issued seven (7) permits having a total reported construction value of \$63,932.00.
6. **Upcoming Meetings:**
  - a. **5/19/2016 at 7:30 pm**                      **Zoning Board of Appeals/Plan Commission**
  - b. **5/24/2016 at 7:30 pm**                      **Economic Development Commission**

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT

DATE: May 6, 2016

To: Village Manager Kevin Barr

From: Chief Boyd Farmer

Subject: Weekly Activity Report

---

**Recent events and training:**

- May 3, Detective Shaw and Officers Katsaros and Robak attended a FIAT sponsored hand gun and rifle tactical shooting class. Instructing the class was Detective Shirley.
- May 3-4, Sergeant Porter attended a NEMERT sponsored training class: “Gypsy Crimes Against the Elderly” and Officer Finrock attended a “Juvenile Investigations” class.
- May 2, the 2016-2017 Village vehicle licenses are on sale at the Police Station, Village Hall or online via the Village web site. The new sticker incorporates the new Village Logo. The color of the boarder will change yearly to match the current Illinois registration sticker. This allows officers to verify if the Village sticker is current.



**Significant traffic and criminal activity during the period April 27, 2016 through May 6, 2016.**

April 27, 11:52pm, an officer responded to the 200 block of S. Prospect Ave for a report of a missing juvenile. At 3:45am, the juvenile was located in Darien.

April 29, a resident near the area of 5625 Western Ave called and reported an unknown vehicle had driven off the roadway causing damage to the parkway, culvert pipe, and mailbox post. The damage occurred sometime after midnight into the early morning hours. The color of the offending vehicle is black, because broken vehicle parts were recovered from the scene.

**May 2016**

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

**Community Events**

---

**Blackhawk Mosquito Abatement District Mtg****May 10, 7:00 PM - 8:00 PM @ Village Hall Main Building**

Lower Level Conference Room

[More Details](#)

---

**Chamber of Commerce Meeting****May 18, 9:00 AM - 10:00 AM @ Village Hall**[More Details](#)

---

**Public Works Open House****May 20, 2:00 PM - 6:00 PM @ Public Works Facility 452 Park Avenue**

Sit on the big trucks, have a snack, enjoy a hot dog and speak to our Public Works staff!

[More Details](#)

---

**Village Offices Closed due to Holiday****May 30, All Day**

Memorial Day

[More Details](#)

---

**Meeting Calendar**

---

**Village Board Regular Scheduled Meeting****May 16, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)

---

**ZBA/PC Meeting****May 19, 7:30 PM - 8:30 PM @ Board Room**[More Details](#)

---

**Special Events Committee Meeting****May 24, 7:00 PM - 8:00 PM @ Board Room**[More Details](#)

---

**June 2016**

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

**Community Events**

---

**Blackhawk Mosquito Abatement District Mtg**

**June 14, 7:00 PM -8:00 PM @ Village Hall Main Building**

Lower Level Conference Room

[More Details](#)

---

**Chamber of Commerce Meeting**

**June 15, 9:00 AM -10:00 AM @ Village Hall**

[More Details](#)

---

**Daisy Days - presented by Chamber of Commerce**

**June 17 -June 18 @ Downtown Clarendon Hills**

[More Details](#)

---

**Dancin' in the Street Concert Series**

**June 22, 6:30 PM -9:00 PM @ Prospect Ave  
Downtown Clarendon Hills**

Fun for the whole family, bring your chairs and listen to good bands, purchase food from our local vendors, Beer tent available with wine.

[More Details](#)

---

**Dancin' in the Street Concert Series**

**June 29, 6:30 PM -9:00 PM @ Prospect Ave  
Downtown Clarendon Hills**

Fun for the whole family, bring your chairs and listen to good bands, purchase food from our local vendors, Beer tent available with wine.

[More Details](#)

---

**Meeting Calendar**

---

**Village Board Regular Scheduled Meeting**

**June 6, 7:00 PM -9:00 PM @ Board Room**

[More Details](#)

---

**ZBA/PC Meeting**

**June 16, 7:30 PM -8:30 PM @ Board Room**

[More Details](#)

---

**Village Board Regular Scheduled Meeting**

**June 20, 7:00 PM -9:00 PM @ Board Room**

[More Details](#)

---



**Special Events Committee Meeting**  
**June 28, 7:00 PM -8:00 PM @ Board Room**  
**[More Details](#)**

---

**CONNECT  
WITH US**