



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

June 3, 2016

A. Management Reports

- 1. Manager's Notes -- See weekly report**
- 2. Finance Department -- See weekly report**
- 3. Public Works Department -- No weekly report**
- 4. Community Development Department -- See weekly report**
- 5. Police Department -- No weekly report**
- 6. Fire Department -- See weekly report**

B. Calendar

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager *KS*
Date: June 3, 2016
Subject: Weekly Report

1. Rubbish Removal in Construction Zone – We reported last week on the problems insuring garbage and recycling pick-up in the construction zones. We are still struggling with this, but will continue working on it in the coming weeks. We expect the problem to be relieved once all the driveways are opened. We are meeting with Republic next week to discuss this and other issues and will continue to monitor the situation.
2. County Sponsored CAD/RMS System – I attended the DMMC Manager's Committee meeting on Thursday. The primary topic of conversation was the DuPage County initiative to build a county-wide system for record management and computer aided dispatch. We are tentatively planning to bring a letter of intent supporting this initiative to the Board at the June 20 meeting. The system would be a benefit, but there are significant long-term costs to be considered.
3. Street Program – One-Way Streets – In order to improve traffic flow and safety, and as we discussed earlier in planning for the project, we are implementing one-way traffic in the construction area for the following streets:

Ruby Street from Walker Avenue to Western Avenue is one way west bound only.

Hudson Avenue from Richmond Avenue to Western Avenue is one way east bound only.

Harris Avenue from Western Avenue to Walker Avenue is one way east bound only.

Ridge Avenue from Western Avenue to Richmond Avenue is one way west bound only.

This was implemented effective Friday, 6/3/16.

Enjoy the weekend.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: June 3, 2016
Subject: Department Report

1. On Tuesday, May 31, 2016, I have taken over as the Finance Director. I worked briefly with Interim Finance Director Rich Hentschel to assist in the transition.
2. I along with the with help from the Police and Firefighters' pension boards have reviewed proposals and selected an actuarial firm to do the annual plan valuations for both pension funds. Nyhart Actuary & Employee Benefits was selected to be presented to the Board of Trustees on Monday, June 6 for final approval.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Dan Ungerleider, Community Development Director
DATE: June 3, 2016
RE: Department Report

1. **Permits.** In May the Village issued twenty-nine (29) building permits, including one (1) home, having a total reported construction value of \$718,857. A permit report for May will be posted on the Village website early next week. So far in June the Village has issued five (5) building permits having a total reported construction value of \$83,920.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: June 3, 2016
Subject: Weekly Department Report 2016-12 ★

1. Fire Prevention Bureau Activity during the past week.
 - Seven (7) Fire and Life safety Inspections were conducted
 - Five (5) Pre-plans were entered into our electronic data base
2. Training Report:
 - Wednesday evening, twenty five (25) firefighters attended weekly training. Firefighters worked with extrication tools provided by Genesis and Hurst for evaluation purposes. We have three (3) junk cars available for this evaluation.
3. Emergency Medical Services Report:
 - No report.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - This week we were working together to maximize our response/sharing guidelines with Du-Comm.
 - We are also working on a joint procedure for the activation of severe weather outdoor warning sirens.
5. Emergency Management Report:
 - No report.
6. This week Interim Finance Director Rich Hentschel, Finance Director Maureen Potempa, myself and Office Rick Talerico met to discuss Actuary proposals and interviewed 2 firms. Today the Fire Pension Board will meet to discuss and vote on a recommended firm.
7. This week a new copier was installed in the fire station and on Thursday training was conducted.
8. Police Chief Farmer and I have received quite a bit of information regarding the DuPage Countywide Computer Aided Dispatch and Records Management system. We are both evaluating this information and hope to bring this to the June 20th Board meeting for discussion and possible approval of a resolution and Letter of Intent.

9. Incidents of Interest:

- Friday, May 27th at 6:49 PM. Clarendon Hills Ladder 86, Engine 86, Squad 86, Medic 86, Chief 86, Hinsdale Engine 84, Westmont Engine 1831, Westmont Medic 1834, Tri State Tower 529 Western Springs Engine 1711 and Western Springs Deputy Chief 1702 responded for a fire in the laundry room at the Park Willow Condos at 5725 Holmes Ave. Upon arrival firefighters found the building evacuated and a moderate amount of smoke showing. Firefighters entered the building wearing SCBA and with a charged fire hose line and quickly extinguished the fire. After that was completed firefighters were used to set up many fans to remove the large amounts of smoke throughout the building. The damaged was confined to the laundry room area which caused about \$2,500 in damage. Upon investigation it was determined that fire was of a suspicious origin and intentionally set. A fire investigator from the Hinsdale FD investigated the fire and turned over this information to the police department for further investigation.
- Wednesday, June 1st at 6:08 PM. Clarendon Hills Medic 86 and Squad 86 responded for a vehicle accident with injuries on Rt. 83 southbound south of Ogden Ave. One (1) injured person transported to a local hospital.

10. Mutual Aid Calls:

- Sunday, May 29th at 7:35 AM. Chief 86 was called to assist the Oak Brook Fire Department with a dive Rescue at 121 Briarwood in Oak Brook. Chief 86 assisted by providing safety to the area while divers rescued one (1) person from a deep pond.

11. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale three (3) times.
- 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.



June 2016

Su	M	Tu	W	Th	F	Sa
29	30	31	1	2	<u>3</u>	4
5	<u>6</u>	7	8	9	10	11
12	<u>13</u>	<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****Firefighters' Pension Special Board Meeting - Time Changed****June 3, 9:00 AM - 10:00 AM @ Village Hall Main Building**[More Details](#)**Police and Fire Commissioners Meeting****June 6, 5:00 PM - 6:00 PM @ Police Department Training Room**[More Details](#)**Police Pension Regular Board Meeting****June 6, 5:30 PM - 6:30 PM @ Board Room**[More Details](#)**Village Board Regular Scheduled Meeting****June 6, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)

Police and Fire Commissioners Meeting

June 13, 5:00 PM - 6:00 PM @ Police Department Training 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](#)

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July 2016

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

Community Events

Village Offices Closed due to Holiday

July 4, All Day

Independence Day

[More Details](#)

Dancin' in the Street Concert Series

**July 6, 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

**July 13, 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](#)

Chamber of Commerce Meeting

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

[More Details](#)

Dancin' in the Street Concert Series

**July 20, 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

**July 27, 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

Canceled Village Board Rescheduled Meeting

July 5, 7:00 PM -9:00 PM @ Board Room

Rescheduled due to the observance of Independence Day 7/4/16

[More Details](#)

Village Board Regular Scheduled Meeting

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

[More Details](#)

ZBA/PC Meeting

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

[More Details](#)

Special Events Committee Meeting

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

[More Details](#)

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