



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

**April 21, 2017**

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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 - See weekly report**

**B. Calendar**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** April 21, 2017  
**Subject:** Weekly Report

1. **Richmond Education Gardens Event:** As a reminder, the Garden event is tomorrow, Saturday, at 10 a.m. All are invited for a live explanation of the project, balloon animals, and events covering the importance of environmental protection. We are expecting a good sized crowd, so please park in the Public Works parking lot on Park Ave.
2. **Du-Comm Board of Directors Meeting:** I attended the meeting on Tuesday morning. Now that the new facility has been approved there was limited business to discuss. We plan to discuss the existing rate structure for fire department dispatch later this summer.
3. **Meeting re: South of 55<sup>th</sup> Plan:** Teska and their team met with department heads after the staff meeting on Tuesday morning. The intent was to confirm many of the operational issues discussed previously with staff. The work is expected to be brought before the ZBA/PC and the Village Board later this year.
4. **Hinsdale Golf Club (HGC) Meeting:** I met on Tuesday afternoon with the current HGC President and the Executive Director to discuss issues of mutual concern to the HGC and the Village. Amongst other things, we discussed the HGC's tentative plans to improve landscaping along Chicago Avenue and possibly improve site lines at the corner of Chicago and Oxford. This sounds like a positive development and I indicated the Village would work with them to support these developments.
5. **Chamber Meeting:** Several staff members attended the Chamber meeting on Wednesday morning. They have continued work on the Farmer's Market (starting May 11) and Daisy Days, which are already to go. Members were also briefed regarding construction plans for the 229 Park Building which we expect to result in substantial traffic, and possibly business opportunities, this summer.
6. **Meeting re: Downtown Trees and Maintenance:** Vicki Pries and I met with Public Works staff to plan and review progress for maintenance of the downtown area. You can already see some of the work they have done – pulling out older bushes and planting new trees in the planting beds. We are working to improve the appearance of planting areas on Burlington east of Golf. We are also reviewing the

situation regarding trees planted in the grates downtown. They often die early and block the view of businesses. We want to prepare a plan to review with the Board before moving forward. Thanks to Public Works staff for the work they are doing.

7. **Metropolitan Managers Meeting:** I attended the lunch meeting for this organization on Thursday. Brad Cole, the Executive Director of the Illinois Municipal League, was the speaker. He provided an update on what is going on in Springfield (and Washington) as it affects municipalities. The report was more of the same, with little sign of progress on the State budget or other matters.
8. **Roof Update:** The Cupola will be removed on Wednesday next week, the roof will be temporarily patched while we wait for the new cupola and roof. We expect the roof to take place in approximately 8 weeks.

**Have a Nice Weekend!**



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Michael D. Millette P.E., Director of Public Works  
**Date:** April 21, 2017  
**Subject:** Department Report

1. The 2017 Water Main Improvement is entering its final stage. All main installation is complete and service transfer work is underway. All work should be completed by the end of the month just in time for the 2017 Road Improvement program which is tentatively scheduled to start on May 8<sup>th</sup>. Please take note of and follow the posted detour. The work area on Oxford is already narrow without any construction activity.
2. We resumed mowing this week and are continuing our tree trimming efforts throughout town. Our internal efforts have been concentrated in our sign shop.
3. Ditching work will commence next week first on South Prospect, then throughout town.
4. We will be continuing to improve the planter beds in the CBD-adjacent areas over the next two weeks. We have started the thrice-weekly watering program for the fabulous CBD plantings recently undertaken by The English Garden. This is the default schedule and will be adjusted as the weather pattern will determine.
5. Speaking of weather, Operations Supervisor Glen Dolgner purchased and installed a full weather station on the roof of our building. This station will provide more complete data than our old rain gauge. We are currently working with Proxit to have the station available through an internet portal such as WeatherBug.

**MEMORANDUM**

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: April 21, 2017

RE: Department Report

- 229 Park Avenue Update.** The Village will be conducted our second pre-construction meeting on Monday to ensure all parties are coordinated. Construction began on Tuesday and is expected to be completed in early spring 2018. During the Chamber of Commerce Meeting on Wednesday we talked about ways to encourage the project's large construction crew to shop at village businesses.
- Permits.** So far in April the Village has issued twelve (12) building permits in April having a total construction value of \$8,880,124. Last month's Building Permit Report is posted on the village website at [www.clarendonhills.us/bp](http://www.clarendonhills.us/bp).
- Richmond Education Gardens.**



VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT



DATE: April 21, 2017  
To: Village Manager Kevin Barr  
From: Chief Boyd Farmer  
Subject: Weekly Activity Report

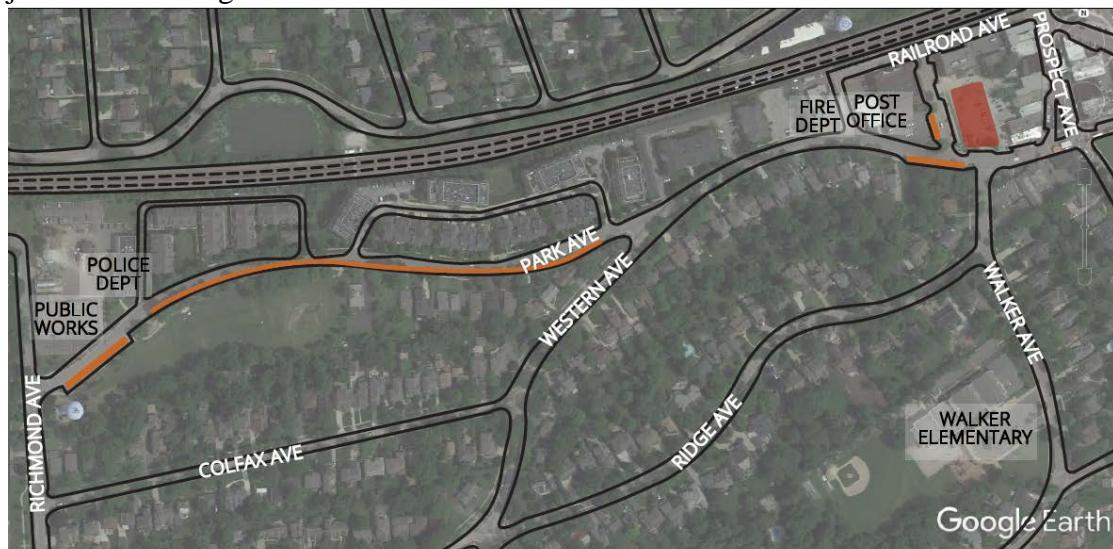
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**Recent events:**

The Police Department would like to remind our residents the 2017-2018 vehicle stickers go on sale Monday, May 1, 2017.



This week, the 229 Park Ave building project began (Park at Walker). Community Service Officer Calderon met with the project site manager and reviewed the parking plan. Workers will receive parking permits for assigned parking locations near the job site and along Park Ave.



**LEGEND**

- Construction Site (Red shaded area)
- Parking Zone (Orange line)

**Significant traffic and criminal activity during the period April 15, 2017 through April 21, 2017.**

April, 17, 2:06pm, officers responded to the 100 block of Oxford for a report of a fire burning next to a home. The Fire Department arrived and extinguished the fire. The investigation revealed ashes from a camp fire were dumped into a garbage can causing the fire. The homeowner's fence was damaged by the fire.

April 19, a resident of the 400 block of Park came into the station to file an identity theft report. The resident reported a credit card had been opened in their name. The fraudulent account was discovered and canceled before the credit card was used.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** April 21, 2017  
**Subject:** Weekly Department Report 2017-09

1. Fire Prevention Bureau Activity during the past week.
  - Five (5) Fire Prevention/Life Safety Inspections were conducted.
2. Training Report:
  - Thirty three (33) firefighters attended regular training Wednesday evening.
3. Emergency Medical Services Report:
  - Medic 86 and Medic 86r (back up ambulance) were inspected by the Illinois Department of Public Health and the Loyola EMS System on Wednesday. These annual inspections involve the vehicle itself, communications equipment, siren, lights, along with all required EMS equipment. These inspections are quite intensive because of all of the EMS equipment, medications, narcotics, etc. carried on these vehicles. The good news is that we were 100% in compliance.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - No report this week.
6. Du-Comm Report:
  - On Tuesday morning I attended the quarterly Board of Directors meeting and the monthly Executive Committee meeting. At this meeting there were some discussions regarding the progress of the new facility, the ordering of dispatch center furniture. It was also noted that the Downers Grove Fire and Police Departments will be activated at Du-Comm on Wednesday, April 26<sup>th</sup> at 9:00 AM.
  - On Thursday morning I attended the monthly meeting of the Du-Comm Fire Chiefs Sub Committee. Normal business was conducted. There was discussion regarding departments switching to wireless fire alarm systems before Du-Comm moves into the new facility in the fall of 2018. All 145 Clarendon Hills FD alarms have already been converted to wireless about five (5) years ago.

7. On Wednesday morning, Lt. Dave Godek and I attended a five (5) hour demonstration by four (4) vendors for a countywide Fire Station Alerting system. The DuPage County ETSB is soliciting bids for this project and is hoping to implement this within the next 12 months if it is affordable. Each fire department filled out evaluation forms for each vendor and these will be used in the award process.
8. The contractor for the petroleum pipeline company is working along the west side of Rt. 83 performing maintenance work on the underground fuel pipelines. This work near the pool began on Tuesday and will close our access to Hinsdale through the Lions Pool parking lots. For about 1-2 weeks.
9. On Monday morning, Lt/ Dave Godek and I attended the pre-construction meeting for the 229 Park Ave. project. Information and contact information was exchanged and various construction timelines were discussed.
10. On Monday afternoon Zach Creer and I met with Comcast service technicians at the fire station regarding the installation of a Comcast Fiber Optic cable for village internet, email and telephone service.

11. Incidents of Interest:

- Monday, April 17<sup>th</sup> at 1:02 AM. Medic 86 and Squad 86 responded to a vehicle accident with injuries at 376 Western Ave. This was a vehicle vs. Tree incident.
- Monday, April 17<sup>th</sup> at 2:08 PM. The fire department along with Hinsdale Engine 84 responded to 108 Oxford for an outside fire. Upon arrival firefighters found a large section of fence on fire in the rear of the property. The fire was extinguished quickly using the water carried on the vehicles. Damage is estimated at approximately \$1,000.

12. Mutual Aid Calls:

- Two (2) Clarendon Hills ambulance assists to the Hinsdale Fire Department.
- One (1) Hinsdale ambulance assist to Clarendon Hills

13. 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 two (2) times.
- During the past week, the fire department responded to twenty two (22) emergency calls.

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



**April 2017**

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

**Village Calendar****Special ZBA/PC Meeting**

April 27, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

**CONNECT  
WITH US**

**May 2017**

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

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

May 1, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

**Clarendon Blackhawk Mosquito Abatement District Mtg**

May 9, 2017, 7:00 PM - 8:00 PM @ Village Hall Main Building

[More Details](#)

**Chamber of Commerce Farmers Market**

May 11, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

**Village Board Regular Scheduled Meeting**

May 15, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

**Chamber of Commerce Farmers Market**

May 18, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

**ZBA/PC Meeting**

May 18, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

**Public Works and Police Department Open House**

May 19, 2017, 2:00 PM - 6:00 PM @ Public Works Facility

[More Details](#)

**Chamber of Commerce Farmers Market**

May 25, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

**Village Offices Closed due to Holiday**

May 29, 2017, All Day

[More Details](#)