



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

April 28, 2017

A. Management Reports

- 1. Manager's Notes - See weekly report**
- 2. Finance Department - See 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 *ksb*
Date: April 28, 2017
Subject: Weekly Report

- Meeting re: Du-Comm Rates:** I have continued meetings with other communities regarding the possibility of changing the Du-Comm funding formula for fire department dispatch. Then current formula adversely impact communities like Clarendon Hills with a relatively large equalized assessed value. This will be an on-going process.
- UIC Budget Presentation:** Finance Director Potempa and I attended a presentation on Tuesday night from UIC graduate students regarding the status of the Clarendon Hills budget. It was an excellent and helpful review. Maureen provides more information regarding the results in her report.
- Transportation Policy Committee:** I attended this meeting on Thursday morning. This is a DMMC group responsible for Surface Transportation Fund (STP) distribution. The topic was the criteria used to distribute federal highway dollars used for local projects. In short, the existing formula is not advantageous for smaller communities like Clarendon Hills with limited traffic on eligible streets (such as Burlington Avenue and Middaugh Road). As it stands now it does not appear we will ever receive a share of the funding. Communities such as Itasca and Wood Dale have similar concerns. It appears some changes may be made, but it less clear that they will result in funding for Clarendon Hills.
- Arbor Day Tree Planting:** The Public Works Department planted a tree for Arbor Day on Friday in front of Vintage Charm and Domino's store. This and other work in the downtown area has improved the look for spring. I appreciate the effort the PW Department has put into this.
- May 1, 2017 Board Meeting Agenda Update:** You may have noticed that ZBA/PC items were on the agenda posted Thursday but the materials were not attached. This was because the ZBA/PC meeting was on Thursday night and we did not want to presume too much regarding the results. The ZBA/PC recommended approval of both items last night and we have therefore amended the packet to include these items. We decided not to hold it off for another meeting so that the businesses involved could move forward.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: April 28, 2017
Subject: Department Report

Back in December I volunteered to participate in a project with Master of Public Administration Program at the University of Illinois at Chicago. Students who take this course must evaluate a local government's budgeting process and document according to the GFOA budget award criteria and recommended budgeting practices. Participating governments were comprised of municipalities that have not received the GFOA budget award yet, but wish to apply in the near future.

Students gave their presentations on the governments that participated in the UIC budgeting project on Tuesday, April 25 on campus at UIC, Kevin and I both attended. The group of students that presented the budget evaluation for the Village of Clarendon Hills reviewed the SY2016/CY2017 Budget for their project. They walked through the specific criteria needed to achieve the award and listed specifics as to where our budget met or did not the criteria. Each budget document submitted to the program is evaluated separately by three reviewers. Each reviewer rates a given budget document as being either *not proficient*, *proficient*, or *outstanding* in regard to 27 specific criteria, grouped into four basic categories. The reviewer also provides an overall rating for each of the basic categories. To receive the award, a budget document must be rated either *proficient* or *outstanding* by at least two of the three reviewers for all four basic categories, as well as for 14 of the 27 specific criteria identified as mandatory. While it was identified that our budget would meet the minimal requirements to win the award, the students gave suggestions of items and areas we can improve on. I can expect to receive their full report and PowerPoint presentation sometime the week of May 15 or sooner. It is the goal of the Finance Department to incorporate these suggestions into the CY2018 budget, I also intend on submitting the budget to GFOA for the Budget award.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Dan Ungerleider, Community Development Director
DATE: April 28, 2017
RE: Department Report

1. **Zoning Board of Appeals/Plan Commission.** The ZBA/PC held a special meeting on 4/27/2017 to conduct required public hearings for two special use requests: 1) The Pilates Core at 4 Walker Avenue; and 2) Barre3 at 158 Burlington Avenue. Both business are required to seek a special use permit for a physical fitness facility. The ZBA/PC unanimously recommended approval of both requests and have forwarded their recommendation to the Village Board for consideration and approval on May 1, 2017. Barre3 is planning to open by early June and The Pilates Core is planning to open in mid-summer.
2. **Dr. Maduzia Optometry.** During the April 17th Village Board meeting a gentleman asked the Board to support his proposal to purchase Dr. Maduzia's optometry practice at 203 Railroad Avenue. Specifically he was interested to see if the Village would allow the expansion of Dr. Maduzia's offices with the addition of eyewear sales at this location. The Board directed him to work with the Community Development Department. He has since been informed by the Community Development Department that his business and the expansion of Dr. Maduzia's offices would require the Village to change the village zoning ordinance. As a result of these discussions and a story printed in the Courier, Dr. Maduzia's customers are speculating that he will be closing his practice - **this is not the case. Dr. Maduzia's 30-year practice is "alive a well"**.
3. **Richmond Education Gardens.** Last Saturday's Groundbreaking Celebration was a success! A big thank you to our Garden Partners who participated, informed, donated and made it fun for our guests: The English Garden, SCARCE, Cook DuPage Beekeepers Association, DuPage Monarch Project, The Birches Assisted Living, Marsha Bergstrom Georgiopoulos - "I See Something Green!", Christy Webber Landscapes, Starbucks, Clarendon Hills Library, The Clarendon Hills Park Foundation, Village of Westmont Environmental Improvement Commission, Conservation Design Forum, and Seton Montessori School. More events and ways to get involved will be announced soon. Check out the Gardens new website at www.richmondgardens.org, developed by village resident and business person - Jody Jean, Suburban Web Design.
4. **Permits.** So far in April the Village has issued twenty-five (25) building permits in April having a total construction value of \$10,329,192. The monthly permit report for April will be posted early next week.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Michael D. Millette P.E., Director of Public Works
Date: April 28, 2017
Subject: Department Report

1. Work on the 2017 Water Main Improvement is substantially complete. A small amount of clean-up is underway today and all contractor's equipment will be moved by Monday.
2. Should the Board approve the 2017 Road Improvement program on Monday night, Orange Crush's subcontractor is prepared to begin culvert replacement work on Tuesday. We will be issuing conditional notices to the potentially affected residents. Given this as a starting point, the culvert and storm sewer work will require two to three weeks resulting in the concrete shoulder work commencing the Tuesday after Memorial Day.
3. Today is Arbor Day. To commemorate the occasion, Village Forester Joe Ferrel and his crew planted two trees in the center of the downtown business district. We are also holding an all-staff barbeque at Public Works. Installing these trees also serves as milepost along our journey to revitalize the CBD flora in concert with the Downtown Planting Partners. Planting beds were mulched this week and we planted a dozen boxwoods in various areas. We are working on a draft plan for the open tree vaults and planter beds with a goal to present it in memo form by the end of May.



4. Ditch work has resumed this week with South Prospect being our first effort. We have been slightly impeded by our ability to obtain topsoil owing to the damp spring. We are, however, soldiering on with the intent to complete all outstanding work by June.



VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: April 28, 2017

To: Village Manager Kevin Barr

From: Chief Boyd Farmer

Subject: Weekly Activity Report

Recent events and training:

- Sergeant Porter attended a 3 day seminar sponsored by the Illinois Training and Standards Board / Executive Institute. The program, “Violence Against Women” reviewed current issues regarding domestic violence, sexual assault, and stalking crimes.
- The DuPage County Chiefs celebrated “Administrative Assistant Day” at the monthly meeting. The Department honored Assistant to the Chief Kelly Green and Police Assistant’s Kelly Proctor and Natalie Mazingo. Their hard work is greatly appreciated by the Police Department.
- The annual DuPage FIAT meeting was held this week, which was attended by Admin. Sergeant Dalen and myself.
- Police Assistant Kelly Proctor brought her daughter to the Police Department for National Bring Your Child to Work Day.



Significant traffic and criminal activity during the period April 22, 2017 through April 28, 2017.

April 23, 3:50am, officers were called to the area of Norfolk and Chicago for a suspicious person who was yelling. Officers found a 38 year old male from Chicago, who was highly intoxicated and combative, lying on the ground. He was transported to Hinsdale Hospital because of his intoxicated state.

April 24, 11:18am, the CHMS principal called and requested to speak with a school resource officer regarding a juvenile matter. Officer Finfrock is currently working with the school to resolve the problem.

April 24, 8:28pm, an officer was called to Prospect Park for a disturbance. The officer found the intoxicated male talking to a little league outfielder as a game was being played. (The officer discovered it was the same subject who was intoxicated at Norfolk / Chicago a day earlier). The officer, assisted by some parents, restrained the combative subject. The 38 year old homeless man was returned to the hospital.

April 25, 10:03am, officers were called to an apartment in the 200 block of N. Richmond for a domestic battery. A 21 year old Clarendon Hills man had choked his mother. The 21 year old son was located walking in the downtown area and taken into custody. He was charged with domestic battery and transported to DuPage County Jail.

May 2017

Su	M	Tu	W	Th	F	Sa
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

Village Calendar

Police Pension Regular Board Meeting

May 1, 2017, 5:30 PM - 6:30 PM @ Clarendon Hills Police Department

[More Details](#)

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](#)

June 2017

Su	M	Tu	W	Th	F	Sa
28	29	30	31	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	1

Village Calendar

Chamber of Commerce Farmers Market

June 1, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

Village Board Regular Scheduled Meeting

June 5, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

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

[More Details](#)

Clarendon Blackhawk Mosquito Abatement District Mtg

June 13, 2017, 7:00 PM - 8:00 PM @ Village Hall Main Building

[More Details](#)

Chamber of Commerce Farmers Market

June 15, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

ZBA/PC Meeting

June 15, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

Chamber of Commerce Daisy Days

June 16, 2017, 6:00 PM - 10:00 PM @ Downtown Clarendon Hills

[More Details](#)

Chamber of Commerce Daisy Days

June 17, 2017, 10:00 AM - 10:00 PM @ Downtown Clarendon Hills

[More Details](#)

Village Board Regular Scheduled Meeting

June 19, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Dancin in the Street Summer Concert

June 21, 2017, 7:00 PM - 9:00 PM @ Downtown Prospect Ave.

Family Event - Bring your own seating

[More Details](#)

Chamber of Commerce Farmers Market

June 22, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

Dancin in the Street Summer Concert

June 28, 2017, 7:00 PM - 9:00 PM @ Downtown Prospect Ave.

Family Event - Bring your own seating

[More Details](#)

Chamber of Commerce Farmers Market

June 29, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

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