



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

August 25, 2017

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 –No 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: August 25, 2017
Subject: Weekly Report

1. **Vehicle Sticker Letter:** The attached letter was sent out on Thursday to more than 800 homes in town that we have identified as not purchasing any vehicle stickers. It is of course possible, as noted in the letter, that our information is incorrect in individual cases. Given the large number we felt this is a worthy effort and could result in substantial revenue. It is also a matter of evenhandedness since it is not fair to the majority of residents who purchase stickers if others are allowed not to. Please let us know if you have any questions regarding this program.
2. **Police Pension Meeting:** Finance Director Potempa and I attended the Police Pension Board meeting on Monday night. The primary topic of discussion was a proposal by a consultant to provide administrative and finance services for the pension fund. The Pension Board is considering the proposal which could provide more detailed services, but of course at a cost.
3. **Downtown Information Sign:** Director Ungerleider, Assistant to the Village Manager Creer, our IT consultant, Colin Franco and Joe Coons from Public Works met with a sign vender on Friday to finalize the details for the proposed digital sign. The proposal should be ready for the second meeting in September for Board review.
4. **Next Board Meeting:** As a reminder, the next Board meeting is scheduled for Tuesday, September 5th due to the Labor Day holiday. See you then.

Have a Great Weekend!



448 Park Avenue
Clarendon Hills, Illinois 60514
630.286.5460

August 23, 2017

«CUSTOMER_NAME_____CU»
«SERVICE_ADDRESS»
CLARENDON HILLS, IL 60514

Dear «CUSTOMER_NAME_____CU»,

The Village has recently conducted an audit of our records regarding vehicle stickers purchased by address. This review indicated that no stickers were purchased for your address. Per Section 43.2 of the Clarendon Hills Municipal Code, every owner of a motor vehicle who resides in or keeps a vehicle in the Village is required to purchase a sticker for that vehicle. Stickers were required to be purchased for the 2017/18 period by July 31, 2017. We believe it is unusual for a residence in Clarendon Hills not to have a vehicle, which is why you are receiving this letter.

We ask that you take one of the following actions:

1. If you purchased a sticker or stickers and our records are in error, or your property does not house even one vehicle, please contact the Police Department at (630) 286-5460 so that we can confirm this and amend our records;
2. Purchase and display the appropriate number of stickers by September 15, 2017. If you do so by September 15th you will still be required to pay the late purchase cost of \$60 (\$40 charge + the late fee of \$20) for a passenger vehicle, but will NOT be issued a citation.

If you do not take one of these two actions, the Police Department will begin enforcement action, including issuing citations. The overwhelming majority of Clarendon Hills' residents purchased their sticker(s). The revenue raised is used for maintenance of roads and providing police protection. As a matter of equity, it is important that we all do our part to maintain these services and reduce the burden on other sources of revenue.

Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Boyd Farmer".

Boyd Farmer
Police Chief

MEMORANDUM

To: Kevin Barr, Village Manager
From: Michael D. Millette P.E., Director of Public Works
Date: August 25, 2017
Subject: Department Report

1. Pavement patching and grinding is complete on the 2017 Road Program. Over the next two weeks, the landscape subcontractor will fine grade the parkways and place sod as well as install the retaining wall at Oxford and Traube. Surface asphalt is scheduled for the week of September 11th. The project is still on schedule for its September 29th completion. The contractor also ground and placed an edge patch on part of the Chestnut ally to better facilitate our snow removal efforts.
2. Steve Piper & Sons Tree Service will be wrapping-up tree removals today. Over the next two weeks, we will grind (as necessary) fill and seed the stump holes.
3. Also over the next two weeks we will be mowing, trimming and hauling waste to the dump.
4. The 2017 Sidewalk Replacement program bids are due on the 30th. An award is anticipated on the agenda for September 5th.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: August 25, 2017
TO: Village Manager Kevin Barr
FROM: Sergeant P. Dalen
SUBJECT: Weekly Activity Report

Recent events and training:

- Officer Robak completed a 40 hour basic investigator course.
- Officers Katsaros, Helms and Finrock attended an 8 hours rifle/pistol marksmanship and tactics course at the Lemont firing range.
- Several officers completed online training.
- This past week officers have been participating in the Labor Day Holiday seatbelt, cell phone use and DUI enforcement campaign. To date, officers have issued 32 citations for various traffic offenses.

Significant traffic and criminal activity during the period August 18th through August 24th, 2017.

August 18th, 11:56pm, officers responded to the corner of Gilbert and Burlington for the report of a fire. Officers and Fire personnel discovered a resident having an "open" campfire in his backyard. Because the fire was not contained properly and was next to a structure, officers will require the resident appear at an adjudication hearing for the ordinance violation.

August 19th, 1:38pm, officers were called to the 10 block of Gilbert for a report of domestic trouble. Officers were able to diffuse the situation without any arrests being made.

August 19th, 6:00pm, officers responded to the 200 block of Columbine for a burglary to motor vehicle report. The victim advised that an unknown subject entered her unlocked car and rummaged through it. The victim does not believe anything is missing from the vehicle. While canvassing the neighborhood, officers located a briefcase containing a Backgammon game set on a neighbor's front lawn. Officers could not find the owner. Case is pending.

August 22nd, 10:19pm, officers responded to the 200 block of Middaugh for a domestic trouble report. Upon arrival, officers spoke with the parties involved and resolved the situation.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: August 25, 2017
Subject: Weekly Department Report 2017-22

1. Fire Prevention Bureau Activity during the past week.
 - Fire Prevention Officer Lt. Dave Godek worked with several property owners and Tyco this week with some fire alarm system problems. Several were brought back into full working order.
2. Training Report:
 - Tuesday evening, twenty five (25) firefighters attended training. Training was conducted on the new Heavy Duty Rescue Squad equipment and vehicle operation.
3. Emergency Medical Services Report:
 - No report.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
5. Emergency Management Report:
 - No report this week.
6. Du-Comm Report:
 - On Wednesday morning I attended the monthly meeting of the Du-Comm Executive Board. Normal business was conducted along with a discussion regarding the procedures for the Warrenville FPD rejoining Du-Comm as a member, ETSB funding and the status of the new facility. The new facility is currently ahead of schedule and still under budget. The current time line indicates that the completed facility would be turned over to Du-Comm in May of 2018. Du-Comm technicians would then begin their work with a possible date of October 2018 to begin operations. After the meeting members of the Executive Committee toured the building under construction.
7. Firefighters have been very busy outfitting and mounting equipment on the new Squad Truck since August 14th. Training has been conducted on this vehicle for most members of the fire department. This weekend driver training will be conducted and it is hoped to place the vehicle into full service on Monday, August 28th. It is scheduled to have the lettering removed from the old Squad Truck on Tuesday and then it will be ready for pickup by the buyer. The old Squad Truck is being stored in the rear bay of the police department inside thanks to Chief Farmer.

8. Work continued this week on the fire department operating budget documents for the CY2018 budget.
9. On Wednesday morning, Captain Rediehs and I attended the quarterly meeting of the Village Safety Committee.
10. This weekend on duty firefighters will be attending five (5) block parties with Ladder 86 and Medic 86.
11. Incidents of Interest:
 - Friday, August 18th at 11:56 PM. The fire department along with Hinsdale Engine 84 responded for a structure fire at 5 Gilbert Ave. Upon arrival firefighters found a rear yard bon fire out of control. Fire was extinguished quickly with no damage to the house. The homeowner was very uncooperative with both the firefighters and police officers present. The homeowner was issued a citation to appear at an adjudication hearing at which time I will be asking for restitution for the cost of this response.
 - Thursday, August 24th at 12:38 AM. Chief 86 responded to assist the Romeoville Fire Department with a large industrial building fire at 719 Parkwood in Romeoville.
12. 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 four (4) times.
 - During the past week, the fire department responded to nineteen (19) emergency calls.

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



August2017

Su	M	Tu	W	Th	F	Sa
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	31	1	2

Village Calendar

Chamber of Commerce Farmers Market

August 31, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

CONNECT
WITH US

September

2017

<u>Su</u>	<u>M</u>	<u>Tu</u>	<u>W</u>	<u>Th</u>	<u>F</u>	<u>Sa</u>
27	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

Village Calendar

Village Offices Closed due to Holiday

September 4, 2017, All Day

[More Details](#)

Village Board Regular Re-Scheduled Meeting

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

[More Details](#)

Chamber of Commerce Farmers Market

**September 7, 2017, 8:00 AM - 2:00 PM @ Downtown
Clarendon Hills**

[More Details](#)

Clarendon Blackhawk Mosquito Abatement District Mtg

**September 12, 2017, 7:00 PM - 8:00 PM @ Village Hall
Main Building**

[More Details](#)

Chamber of Commerce Farmers Market

**September 14, 2017, 8:00 AM - 2:00 PM @ Downtown
Clarendon Hills**

[More Details](#)

Village Board Regular Scheduled Meeting

September 18, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

**September 21, 2017, 8:00 AM - 2:00 PM @ Downtown
Clarendon Hills**

[More Details](#)

ZBA/PC Meeting

September 21, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

**September 28, 2017, 8:00 AM - 2:00 PM @ Downtown
Clarendon Hills**

[More Details](#)