



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

**October 27, 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 - No weekly report**

**B. October and November Calendars**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** October 27, 2017  
**Subject:** Weekly Report

1. **CY '18 Budget Workshop:** The Budget workshop will be held this Saturday. The budget has been published on the website since October 20<sup>th</sup>. First consideration is expected at the Village Board meeting on November 6. Thank you to all Village Staff who participated in this year's budget process. In particular, thank you to Maureen Potempa, Zach Creer, and Vicki Pries for all of their work getting the final proposed budget together. This 175 page document is a huge undertaking every year.
2. **Trick or Treat Hours:** Hours for trick or treating next week are on October 31<sup>st</sup> from 3:00 pm to 7 pm.
3. **Trick or Treat at the Police Department:** The Police Department will be open from 9 am to 7 pm for trick-or-treaters on Halloween. Please stop by if you get the chance.
4. **Storm/Flooding Event:** Staff continues to respond to flooding complaints. Staff is assembling a complete list and is planning on creating a report on the hardest hit areas. Staff is recommending in particular additional funds in the 2018 budget for studies around Park Ave.
5. **Meeting with CHMS Principal:** Dan Ungerleider and I met with the CHMS principal on Monday morning. It was good to get a chance to meet. Amongst other things we discussed how we might work together in the future to share services if the opportunity arose.
6. **Assistant to Village Manager Recruitment:** We have begun recruitment for this position with several interviews already scheduled for next week. We hope this process can be completed as soon as possible.

**Have a Great Weekend!**

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Michael D. Millette P.E., Director of Public Works  
**Date:** October 27, 2017  
**Subject:** Department Report

1. We have completed the resigning of the 2018 Road Improvement project area including the addition of two flashing pedestrian ahead signs on Oxford.
2. The sidewalk replacement work is complete. The bike racks near Starbucks and The Creperie and on the south side of Burlington east of Golf are being anchored today.
3. Collin Franco and Mike Beuser have made great progress in the LED light fixture swap-out project. The contractor is also progressing well on the external fixtures and light pole changes. The grant deadline is November 17<sup>th</sup> and we are well on track to meet it.
4. We are still following-up on some of the concerns raised by the October 15-15 storm. As leaves start to fall, we will be as diligent as we are able to stay ahead of our known problem areas. Any help residents can provide is always appreciated.
5. A design kick-off meeting for the Burlington tank painting project was held on Tuesday. Upon further review and discussion, Joe Ferrel and I are recommending that we switch the schedule and paint the Park Avenue tower next year and the Burlington tower in 2019. The tight work space at Burlington will require temporary access agreements which may take months to negotiate and the number of cell antennas (soon to be five) require a longer lead time for temporary relocation. The last time the tank was painted, these concerns did not exist. Had we known, we would have started the design process sooner. Fortunately, the Park Avenue tower is considered a “vanilla” project and the design and bidding process can be completed by February/March of 2018.

**MEMORANDUM**

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: October 27, 2017  
RE: Department Report

- Zoning Ordinance Modernization Project.** During the past two weeks the Village hosted stakeholder meeting with various members of the Clarendon Hills community to discuss issues and priorities related to the upcoming comprehensive zoning ordinance amendment. The observations, comments and recommendations provided by these volunteers are now being compiled by the Village's planning consultant, Camiros, and will be used during the development of the new ordinance. Please visit [www.clarendonhills.us/zomp](http://www.clarendonhills.us/zomp) for up-to-date information about this project.
- Downtown Construction.** 88 Park Avenue has begun third floor construction and installation of streetscape improvements on Prospect and Park Avenues. 229 Park Avenue has begun construction of second to fourth floors with expectations of being "under roof" by the end of this year. On Wednesday, the general contractor for 229 Park Avenue provided temporary pavement in the alley in preparation for the winter. Total reconstruction of the alley will occur in the spring. My appreciation to all of the businesses backing to this project for their continued patience.
- Richmond Education Gardens.** Last week an Eagle Scout Candidate and his troop cleared the remaining weed trees and evasive plants from the garden site to make way for rough grading later in October. In spring the scout will return to install a gravel pathway and to plant various trees in the Garden's food forest.

Thanks to all who purchase plans from us during the Native Tree & Shrub sale on Saturday, October 14, 2017. Over \$500 were collected benefitting the Richmond Education Gardens and Apiary! [[www.richmondgardens.org](http://www.richmondgardens.org)]

Raw honey harvested from our bee hives will be for sale soon at the Village Gourmet! Stay tuned!

- Burlington Water Tank.** On Wednesday, Public Works and Community Development Departments met with our engineering consultant to review plans for the upcoming painting of the Burlington Water Tank. This project will include temporally removing all antennas from the tank, cleaning the tank and repainting the tank.
- Permits.** So far in October the Village has issued 21 permits, including one new home, having a total reported construction value of \$872,309.

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**Zombie Hunting Permits.** Last week to purchase a **Clarendon Hills' Zombie Hunting Permits** at Village Hall for a minimum \$10.00 donation. All proceeds will be donated to the American Red Cross to help those who have been effected by this year's hurricane season.

**VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT**



DATE: October 27, 2017  
To: Village Manager Kevin Barr  
From: Chief Boyd Farmer  
Subject: Weekly Activity Report

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**Recent events:**

Pictured is one of two recently installed pedestrian signs placed on Oxford Ave between Traube and Naperville and Chicago and Naperville. The sign is illuminated at all times to warn drivers of pedestrian traffic on the roadway.



Officers are participating in the IDOT Halloween Click-it-Or-Ticket enforcement campaign throughout this weekend. Please drive safe.

**Significant traffic and criminal activity during the period October 21 2017 through October 27, 2017.**

October 21, 8:45am, an officer was called to a home in the ten block of Tuttle for a burglary to motor vehicle. The victim related her wallet was taken from her locked vehicle.

October 26, 12:30am, an officer was called to the 100 block of Ann Street for a report of a burglary to motor vehicle. A delivery driver for Sarpino's Pizza was called to an address on Ann Street, when he returned to his vehicle other food items were taken from the vehicle.

October 2017

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

Village Calendar

[CY2018 Budget Meeting](#)

October 28, 2017, 8:00 AM - 12:00 PM @ Police Department Training Room

[More Details](#)

[Village Trick-or-Treating](#)

October 31, 2017, 3:00 PM - 7:00 PM

Trick-or-Treating hours for the Village of Clarendon Hills are from 3 PM to 7 PM on October 31st.

[More Details](#)

CONNECT  
WITH US

November 2017

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

Village Calendar

[Village Board Regular Scheduled Meeting](#)

November 6, 2017, 7:00 PM - 9:00 PM @  
Board Room

[More Details](#)

[Village Offices Closed due to Holiday](#)

November 10, 2017, All Day

[More Details](#)

[ZBA/PC Meeting](#)

November 16, 2017, 7:30 PM - 8:30 PM @  
Board Room

[More Details](#)

[Village Board Regular Scheduled Meeting](#)

November 20, 2017, 7:00 PM - 9:00 PM @  
Board Room

[More Details](#)

[Village Offices Closed due to Holiday](#)

November 23, 2017 - November 24, 2017

[More Details](#)

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