



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

**November 17, 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. November and December Calendars**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** November 17, 2017  
**Subject:** Weekly Report

- 1. Du-Comm Fire Funding Formula Committee Meeting:** Chief Leahy and I attended this committee meeting on Monday. This is the group we asked to form, along with Hinsdale, to try to amend the existing formula for fire telecommunication funding. In short, we feel that the Village's share is larger than justified by the call volume. We had a good meeting and are hopeful we can work towards a more equitable conclusion.
- 2. West Suburban Mass Transit District (WSMTD) Meeting:** I attended this meeting on Wednesday night in Western Springs. I am pleased to advise that the WSMTD representatives agreed to grant the Village \$30,000 towards the \$46,000 we have used and propose to use towards Metra Station area design. Thanks to Dan Ungerleider for his continued hard work on this project and Jon McCabe for his support of the Village and representation on the WSMTD board.
- 3. Metro Managers Meeting:** I attended this meeting on Thursday afternoon. Several retiring State legislators spoke at the meeting on various topics. It was interesting to hear a different perspective, largely related to the continued fiscal pressures facing the State. It was also nice to see Zach Creer, who attended the meeting representing La Grange.
- 4. Water Fund Discussions:** Discussion continue regarding this topic. We will have additional information for the Board to review at least in time for the December 4<sup>th</sup> Board Meeting. This is expected to be a follow-up on information provided to the Board in March of this year.
- 5. Assistant to Village Manager Recruitment:** I am happy to report that we have made a decision regarding this position. Peter Nickell, who has spent the last two years working for the Village of Kenilworth, has agreed to accept the position. I believe the wide range of experience he received working in a smaller community will be a benefit for Clarendon Hills. He is scheduled to start on December 11<sup>th</sup>.

**Have a Great Weekend!**

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Michael D. Millette P.E., Director of Public Works  
**Date:** November 17, 2017  
**Subject:** Department Report

1. Collin Franco and Mike Bueser with assistance from the Fire Department, have completed the initial phase of the LED light fixture swap-out project. The contractor has completed the external fixtures and light pole changes as well. Some fixtures are on back order and they will be replaced as they arrive. This will not affect our grant status.
2. We have completed the change-out of the bulbs for the holiday decorations. We utilized the 'sunshine' LED bulbs which are in the yellow-orange color spectrum – not the bright white spectrum of the 'standard' LED bulb. We began the installation of the pole wraps and wreaths yesterday and will be complete by Thanksgiving.
3. Design work on the 2018 Road Improvement program is well underway. The geotechnical report has been completed and we held a meeting on Tuesday with the Park District to discuss potential additional parking on the east side of Oxford.
4. Lee Fell (CBBEL) and I met w/ Chief Leahy last week to begin preparing a site plan to include the external improvements to the fire station which are included in the proposed CY18 budget.
5. Another reminder...while we are still following-up on some of the concerns raised by the October 14-15 storm and as leaves continue 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.

**MEMORANDUM**

TO: Kevin Barr, Village Manager  
FROM: Dan Ungerleider, Community Development Director  
DATE: November 17, 2017  
RE: Department Report

1. **Business and Contractor License Renewal 2018.** Letters and email reminders were delivered earlier this week to existing village businesses and contractors providing notification that 2017 licenses will expire on December 31, 2017 and that the Village is accepting 2018 applications for next year. Please visit [www.clarendonhills.us/bl](http://www.clarendonhills.us/bl) for more information.
2. **Plan Commissioner Training Workshop.** On Wednesday evening the ZBA/PC had a training workshop. This workshop covered topics including roles and responsibilities of the ZBA/PC Commissioner, related legal and ethical issues, site plan review and downtown land use design practices. Topics discussed during the workshop will provide the foundation to the Zoning Ordinance Modernization Project. More information about this project can be found at [www.clarendonhills.us/zomp](http://www.clarendonhills.us/zomp).
3. **Richmond Education Gardens.** The Village Boards of Westmont and Clarendon Hills have entered into an Intergovernmental Agreement (IGA) establishing procedures and assigning responsibility for the development, operations and management of the Richmond Educations and Apiary ([www.richmondgardens.org](http://www.richmondgardens.org)). Engineering plans for the development of the site should be completed by the end of the month and construction is tentatively scheduled for spring 2018. Honey harvested from the Gardens Apiary will be available for purchase in December.
4. **Stormwater Improvement Cost Share Program.** On October 16, 2017, the Village Board adopted Resolution R-17-49 establishing the 2018 Stormwater Cost Share Program. This new program was created to provide financial assistance to multiple, neighboring residents seeking to make improvements addressing flooding conditions experienced over multiple residential properties. Eligible improvements must mitigate existing stormwater flooding conditions to structures and land over multiple properties. Flooding conditions must be present on more than one adjacent property to receive reimbursement. Once the qualifying criteria are met, reimbursement of 50% of labor and material costs, \$2,000 maximum, is available for each participating property. The maximum reimbursement per project is \$10,000, subject to Village authorized funding for the Program. The approved 2018 Budget sets aside \$10,000 for this program. Cost Share Program resources, instructions and applications are posted below. **More information and applications will be posted in the coming weeks about the program.**
5. **Park District Storage Garage and Maintenance Garage Proposed.** The Community Development Department is working with the Park District's consultants in their development of a small storage shed that will be located in the Village's Public Works yard, and a new maintenance garage replacing the existing at Prospect Park. Both projects are expected to begin in spring and summer 2018. An IGA between the Park District and the Village will be required in order to locate the proposed storage garage in Public Works yard.
6. **Permits.** So far in November the Village has issued 9 permits, having a reported construction value of \$48,000.

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VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT



DATE: November 17, 2017

To: Village Manager Kevin Barr

From: Sergeant P. Dalen

Subject: Weekly Activity Report

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**Recent events and training:**

- I attended the Clarendon Hills Chamber of Commerce meeting this week. Plans for the Christmas Walk were discussed.
- Officer Finfrock and I attended the School District 181 Safety and Crisis meeting on Wednesday. Various issues of school and student safety were discussed.
- Officer Roback and Officer Katsaros attended a 24 hour Interview and Interrogation training course.
- Several officers completed on-line Domestic Violence training.

**Significant traffic and criminal activity during the period November 9, 2017 through November 16, 2017.**

November 9, 5:00pm, officers were called to the 10 block of 58<sup>th</sup> St. for the report of a burglary. Upon arrival, officers spoke with the apartment complex maintenance man. He related that an unknown subject entered a vacant apartment that was being rehabilitated and stole his tool bag. Estimated loss is \$700.00

November 9, 8:18pm, officers were called to the 5700 block of Holmes for a theft report. Upon arrival, the complainant related that a package delivered to her was taken from the vestibule.

November 9, 9:11pm, officers responded to the 100 block of Mohawk for a missing juvenile report. The juvenile was ultimately returned home.

November 10, 9:18pm, officers responded to the 400 block of Colfax for a report of mischievous conduct. Once on scene, the resident advised 4 to 5 juveniles put an inappropriate symbol on their front lawn and fled.

November 10, 9:45pm, officers responded to the Jewel Foods store for a report of domestic battery. Upon arrival, witnesses advised they saw a male striking a female in one of the shopping isles. Officers were able to locate the victim; however, the offender fled the scene. Investigation continues.

November 13, 9:21am, officers met with a complainant at the station wanting to file an identity theft report. The Clarendon Hills resident advised that in the past few days, unknown subjects have been attempting to open up various lines of credit using her credentials. Investigation continues.

November 13, 12:44pm, officers responded to the 300 block of Ruby for a hit and run report. Upon arrival, the victim advised an unknown vehicle struck her vehicle while it was parked on the street. Officers canvassed the area with negative results.

November 14, 1:00pm, officers met a Clarendon Hills resident at the station for an identity theft report. The resident advised that unknown subjects had opened up several lines of credit using his credentials. Investigation continues.

November 16, 5:02pm, officers responded to Short St. for the complaint of identity theft. Upon arrival, the resident advised an unknown subject opened a PayPal account in his name and charged numerous items. Investigation continues.

**November 2017**

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

**Village Calendar**

**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](#)

**CONNECT  
WITH US**

December 2017

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

Village Calendar

**Christmas Walk sponsored by Chamber of Commerce**

**December 1, 2017, 6:00 PM - 9:00 PM @ Village Hall Main Building**

Tree lighting, Santa visit, and Carolers.

[More Details](#)

**Police Pension Regular Board Meeting**

**December 4, 2017, 5:30 PM - 6:30 PM @ Clarendon Hills Police Department**

[More Details](#)

**Village Board Regular Scheduled Meeting**

**December 4, 2017, 7:00 PM - 9:00 PM @ Board Room**

[More Details](#)

**Clarendon Blackhawk Mosquito Abatement District Mtg**

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

[More Details](#)

**Village Board Regular Scheduled Meeting**

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

[More Details](#)

**ZBA/PC Meeting**

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

[More Details](#)

**Village Offices Closed due to Holiday**

**December 22, 2017 - December 25, 2017**

[More Details](#)

