



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

January 5, 2018

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. Calendars

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager *ksb*
Date: January 5, 2018
Subject: Weekly Report

- 1. DMMC Managers Committee Meeting:** I attended this meeting on Thursday morning. Many issues were discussed, including sources for sexual harassment training, the forming a a new Human Resources Subcommittee and allowing the use of credit cards for municipal services such as building permits. In the case of the later there is a concern regarding the impact of fees (as much as 2%) charged for the use of cards on high ticket items. The Village continues to investigate this option.
- 2. Village Board Meeting Schedule:** As a reminder, the next Village Board meeting will be on Tuesday, January 16th, a day later than usual due to the Martin Luther King Jr. Holiday on that Monday. Please note that the Village Offices are open on Monday, January 15th.
- 3. Police Chief Update:** It's official. Paul Dalen is the new Police Chief effective on Thursday, January 5. The Police Department hosted a lunch for outgoing Chief Boyd Farmer on Tuesday. We were happy that Boyd's family was able to attend. It was a wonderful event honoring Boyd's 30 years of service to the Village. We wish Boyd all the luck in the world and welcome Paul Dalen as the new Chief.

Happy New Year!

MEMORANDUM

To: Kevin Barr, Village Manager
From: Michael D. Millette P.E., Director of Public Works
Date: January 5, 2018
Subject: Department Report

1. 2018 has us jumping already. On Monday there was a water main break in Prospect Park which was repaired with a fair amount of difficulty owing to the extreme cold. Fortunately we were able to pump the water from the excavation into the park and avoid icing-up Norfolk. Kudos to the repair crew: Mike Bueser, Joe Ferrel, Dave Pendill and Ed Tannhauser.
2. From Christmas through this week we have salted and/or plowed six times utilizing over 100 tons of salt in the process. We have taken delivery of the remaining 180 tons of last year's salt contract this week so we are still fully stocked.
3. We are working with residents on Walnut and on Naperville to mitigate sidewalk icing caused by sump pump discharges.
4. We have also assisted several residents who have had frozen pipes.
5. The 2018 Road Improvement Program plans will be ready for pick-up next week. The bids will be due on January 30th.

MEMORANDUM

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: January 5, 2018

RE: Department Report

HAPPY NEW YEAR!

1. **Business and Contractor License Renewal 2018.** Once again we appreciate those who have submitted applications for their annual business and contractor licenses. So far over 170 in-all have registered and received their 2018 License. Thanks to Katy Noffsinger, Building/Finance Assistant for coordinating these efforts.

 Visit www.clarendonhills.us/golocal to search for the Village's licensed business and contractor directory.
2. **Zoning Ordinance Modernization Project.** The ZBA/PC will be reviewing the Technical Review and Approaches Report for this project at their next meeting on January 18, 2018. The report will be posted on the [project website](#) by the end of next week. This report identifies key issues, inconsistencies, omissions, and gaps between regulations and policies regulated by the Village Zoning Ordinance. The project website can be found at www.clarendonhills.us/zomp.
3. **DuPage Count Natural Hazard Mitigation Plan Update.** On Thursday morning I participated in the County's 3rd meeting reviewing the pending update to the County's Natural Hazard Mitigation Plan [[link](#)]. The goals for this update are to 1) Prioritize the health and safety of DuPage County residents from the impacts of natural hazards; 2) Protect critical infrastructure within DuPage County by identifying and reducing vulnerabilities to the impacts of natural hazards; 3) Strengthen relationships between public and private sector entities to enhance community resilience through a whole community approach; 4) Increase the preparedness and awareness of natural hazards among DuPage County residents through targeted and coordinated outreach campaigns; 5) Promote better coordination between public service sectors, and encourage multi-jurisdictional participation in sustainable and cost-effective mitigation projects; 6) Safeguard historic and cultural aspects of DuPage County from the effects of natural hazards; and 7) Encourage systematic updates and adoptions of regulations to ensure new developments address changing environmental concerns and natural resource protection. The Village's participation in these types of programs may provide some benefit to the Village for future grant/funding requests addressing natural local mitigation projects.
4. **Richmond Education Gardens.** Engineering plans for the development of the Gardens are complete and construction is tentatively scheduled for spring 2018. Honey harvested from the Gardens Apiary has sold fast. Special thanks goes out to the Mike and Wendy at the Village Gourmet for bottling the honey for us. Stop by Village Hall to pick up your bottle before they are all gone. More information about the Gardens is posted at www.richmondgardens.org and www.facebook.com/richmondeducationgardens (be sure to like our page!)
5. **Permits.** The Annual Permit Report for 2017 is posted at www.clarendonhills.us/bp.

~ ~

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: January 5, 2018
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent events and training.

- Officer Leinweber completed on-line cultural competency training.
- Officer Katsaros attended a two day advanced evidence class.
- Chief Boyd Farmer Retired! He surely will be missed.



Significant traffic and criminal activity during the period December 29, 2017 through January 4, 2017.

- On December 29, 9:22 am, officers were dispatched to a business on 55th in reference to a fraud report. The complainant advised officers that 3 fraudulent checks were written against their business account and issued to unknown subjects in several different States. Pending.
- On December 31, 12:19 pm, officers responded to the 200 blk of Walker for a domestic trouble complaint. Officers resolved the situation.

- On January 2, 9:35 pm, officers stopped a Chicago resident on Rt. 83 after a registration check revealed the owner had a suspended driver's license. The driver was taken into custody, issued a citation and released.
- On January 3, 8:39 am, officers responded to a residence on 57th Ct. for a theft report. The resident advised that on January 2nd, 9:39pm, a black, medium sized sedan pulled onto the street, shut its lights off and approached his mailbox. A taller male got out of the car and proceeded to steal the mail from his mailbox and his neighbor's mailbox. The same car was seen driving slowing down 57th Ct. a day earlier. Investigation continues.
- On January 3, 5:49 pm, officers responded to the 100 blk of Ann for a criminal damage to property report. Upon arrival, the resident related that an unknown subject keyed his car overnight.
- On January 3, 6:21 pm, officers responded to the 500 blk of Carlyle for a theft report. The resident advised that while getting his mail in the vestibule, he found his prescription medication mail delivery bag torn open with the contents removed.
- On January 4, 11:33 am, officers responded to the station for an identity theft report. The resident related that her personal information was used to open a fraudulent Verizon phone account. Investigation continues
- On January 4, 6:33 pm, officers responded to the 300 blk of Coventry Ct. for a burglary to motor vehicle report. The resident advised that unknown subjects entered her unlocked car and rummaged through it. It is unknown if anything was taken.
- On January 4, 12:27 am, officers responded to Oxford and Ogden for a vehicle that crashed into the fence bordering the Hinsdale Golf Course. While speaking with driver, officers noticed indicia of intoxication. The driver was ultimately taken into custody and charged with driving while intoxicated. The Clarendon Hills resident was released on bond.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: January 5, 2018
Subject: Weekly Department Report 2018-01

1. Fire Prevention Bureau Activity during the past week.
 - This week Lt. Godek was preparing the 2018 Fire/Life Safety Inspection schedules.
 - Several fire alarm issues in various buildings were corrected.
2. Training Report:
 - Wednesday evening, Twenty six (6) firefighters attended fire suppression training. This was a classroom power point drill showing interior and exterior photos of the new 88 Park and 229 Park developments.
3. Emergency Medical Services Report:
 - No report.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - This week Lt. Godek and I met with representatives of the Hinsdale and Western Springs Fire Departments to discuss a joint FEMA Grant application for replacement SCBA units. For Clarendon Hills this \$250,000 purchase is planned for the CY20 budget. The three fire chiefs all feel that the timing is right now to apply for these grants which will pay 90% of the cost of this project. We are proceeding with this joint grant request that is due in February. We will know in April or May of this year if we are awarded the grant.
5. Emergency Management Report:
 - No report.
6. Du-Comm Report:
 - On Wednesday I attended the Du-Comm Support Services Committee meeting in Glendale Heights. The StarCom Radio re-programming and the new countywide CAD system are two projects that will begin soon and were discussed at length.
7. Incidents of Interest:
 - Sunday, December 31st at 3:55 PM. All Clarendon Hills Fire units along with a Tri State FPD Engine (Hinsdale was not available) responded to 41 58th St. in the Clarendon Arms apartments for a fire in a wall. The fire was extinguished in about 45 minutes. Damage is estimated at about \$30,000.

8. Mutual Aid Calls:

- Chief 86 and Squad 86 responded to assist the Downers Grove Fire Department with a structure fire.

9. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills four (4) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale seven (7) times.
- During the past week, the fire department responded to twenty seven (27) emergency calls.

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



January 2018

Su	M	Tu	W	Th	F	Sa
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	3

Village Calendar**New Year's Day - Village Offices Closed**

January 1, 2018, All Day @ Village Hall Main Building

[More Details](#)**Village Board Regular Re-Scheduled Meeting - CANCELLED**

January 2, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**Secretary of State Mobile Unit - Sponsored by Clarendon Hills Bank**

January 12, 2018, 10:00 AM - 2:00 PM @ Board Room

This is a Clarendon Hills Bank sponsored event. Questions should be directed to the Clarendon Hills Bank at 630-323-1240. Renewal or correction of Driver License/State ID, license plate stickers, and/or registration for organ donation can be done on this day at this location.

[More Details](#)**Village Board Re-Scheduled Meeting (due to MLK 1/15/18)**

January 16, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**Chamber of Commerce Meeting**

January 17, 2018, All Day @ Board Room

[More Details](#)**ZBA/PC Meeting**

January 18, 2018, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

February 2018

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

Village Calendar**Village Board Regular Scheduled Meeting**

February 5, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**Police Pension Regular Board Meeting**

February 12, 2018, 5:30 PM - 6:30 PM @ Clarendon Hills Police Department Training Room

[More Details](#)**ZBA/PC Meeting**

February 15, 2018, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)**Village Office Closed in observance of Presidents' Day**

February 19, 2018, All Day

[More Details](#)**SSA 31 Public Hearing**

February 20, 2018, 7:00 PM - 7:15 PM

[More Details](#)**Village Board Rescheduled Meeting**

February 20, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)**Chamber of Commerce Meeting**

February 21, 2018, All Day @ Board Room

[More Details](#)