



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

**February 8, 2019**

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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. Calendar**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** February 8, 2019  
**Subject:** Weekly Report

1. **Meeting with Republic Services** – Public Works Director McLaughlin, Assistant to the Manager Nickell and I met with representatives of Republic on Thursday to discuss the waste hauling agreement that expires in June. Republic agreed to provide some additional information in the next week. We anticipate reporting back to the Board on this matter at an upcoming meeting.
2. **Downtown Revitalization Press Release** – Attached is the press release distributed this week regarding the project. We are pleased regarding the progress on this project and in particular that the grant funding is now up to approximately \$4 million dollars. A presentation is scheduled for the meeting on February 19<sup>th</sup>.
3. **Personnel News** – Some comings and goings this week. We welcomed Geno Smith to the Public Works Department on Tuesday. We also said goodbye to Olivia Yueng on Friday. We wish Olivia the best of luck in her new position.
4. **IRMA Committee** – Assistant to the Manager Nickell attended the Training and Risk Management Committee on Monday. Many items were discussed and voted on including suspending the IMAP visit IRMA conducts. The IMAP visit involves auditing safety policies and ensuring compliance for its members. While the program is being suspended, staff will continue to review policies and procedures for compliance.
5. **Janitorial Servicers Bid Opening** – Friday morning staff conducted the bid opening for cleaning services at Village buildings including the commuter stations. Staff is ensuring all of the numbers match up, references check out and documents are in place before announcing the lowest, responsible bidder. The contract will be discussed at the next Board meeting.

***Have a good weekend.***

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** February 8, 2019  
**Subject:** Weekly Report

1. This week's safety talk was on proper lifting techniques and avoiding back strain or injury.
2. Snow Plow Drivers were called in on:
  - a. Tuesday night for salting
  - b. Thursday night for salting
  - c. Friday pre-dawn for train station salting
3. Tree trimming is underway. Piper and Sons has the contract to perform this work.
4. With the odd winter rains, we ran into a number of drainage issue on sidewalks that were freezing over. We went out to inspect a number of these and made some minor alterations to get the water to drain into the parkway where we could.
5. Two unoccupied homes had their water turned off due to frozen pipes.
6. The alley on Chestnut had some pooling in the ditch line which was pumped down on Thursday.
7. A number of potholes were filled on Thursday.
8. Monthly water samples were taken.
9. I attended a meeting with IDOT to start the design process for the replacement of the pedestrian bridge over Flagg Creek at the south east corner of Eastern Avenue and Harris Avenue.
10. Twenty one contractors have picked up bid packets for the 2019 Water Main Replacement Project. Bids will be opened on Tuesday morning. It looks like there will be strong competition.

## MEMORANDUM

TO. Kevin Barr, Village Manager

FROM. Dan Ungerleider, Community Development Director

DATE. February 8, 2019

RE. Department Report

1. **Downtown Revitalization Project.** On February 7, 2019 the Village posted press release regarding the project: <https://lnkd.in/e2hjDPv>. This week we continued to prepare for the required March 4, 2019 final plan submittal to the Illinois Department of Transportation for improvements planned along Burlington and Prospect Avenue, and in front of Village Hall. Updates on all three components of the project, including the train station, gates and streetscape, are posted at [www.clarendonhills.us/dtrevitalization](http://www.clarendonhills.us/dtrevitalization) for updates.
2. **Zoning Ordinance Modernization Project.** The comprehensive zoning ordinance amendment public hearing draft will be presented to the ZBA/PC on February 21, 2019 during their regular meeting. A copy of their agenda packet, including the draft document, can be found here: [https://www.clarendonhills.us/AgendaCenter/Zoning-Board-of-Appeals-Plan-Commission-9/?#02212019-380](http://www.clarendonhills.us/AgendaCenter/Zoning-Board-of-Appeals-Plan-Commission-9/?#02212019-380). All are welcome to attend.
3. **Permits.** So far in February the Village has issued one (1) building permit, having a total reported construction value of \$3,947. The Monthly Permit for January 2019 is posted at [www.clarendonhills.us/bp](http://www.clarendonhills.us/bp).

### Important Links.

- Community Development Department ..... [www.clarendonhills.us/cd](http://www.clarendonhills.us/cd)
- Building Permit Applications, Code Amendments, and Reports ..... [www.clarendonhills.us/bp](http://www.clarendonhills.us/bp)
- Building Code Update ..... [www.clarendonhills.us/buildingcodeupdate](http://www.clarendonhills.us/buildingcodeupdate)
- Downtown Revitalization Project ..... [www.clarendonhills.us/dtrevitalization](http://www.clarendonhills.us/dtrevitalization)
- Downtown Economic Incentives Study..... [www.clarendonhills.us/dtedtools](http://www.clarendonhills.us/dtedtools)
- Zoning Ordinance Modernization Project..... [www.clarendonhills.us/zomp](http://www.clarendonhills.us/zomp)

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT



DATE: February 8, 2019  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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**Recent events and training:**

- Devean Pech, our new officer, was sworn in at the Village Board Meeting.
- Officer Michalek attended acting officer in charge training.
- Officers completed bloodborne pathogen training.
- Officers continue to complete on line training.

**Significant traffic and criminal activity during the period February 1, 2019 through February 7, 2019.**

On February 4, 2:32pm, officers responded to the 5700 block of Holmes for a fraud report. The victim advised an unknown subject fraudulently charged goods to her credit card account.

On February 5, 9:43pm, officers responded to McDaniels Circle for a suspicious vehicle complaint. After making contact with driver, officers discovered that Elmhurst resident was wanted on an outstanding arrest warrant. He was placed into custody and transported to the station. He was released after posting bond.

On February 6, 3:55am, officers responded to an apartment at 285 N. Richmond for a heroin overdose. Upon arrival, officers located the unconscious subject in the bathroom. The subject regained consciousness after the officers administered Narcan. The subject was transported to the hospital. One of the responding officers is being treated for possible exposure to the subject's hypodermic syringe.

On February 6, 1:59pm, officers received a report from an outside agency about a possible child exploitation situation. Officers are working with DCFS and the DuPage County Children's center to resolve the issue.

**February 2019**

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

**Village Calendar****Police Pension Fund Regular Meeting**

February 11, 2019, 5:30 PM

[More Details](#)

**Village Offices Closed in observance of Presidents' Day**

February 18, 2019, All Day

[More Details](#)

**Village Board Regular Rescheduled Meeting**

February 19, 2019, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

**Chamber of Commerce Meeting**

February 20, 2019, 9:00 AM @ Board Room

[More Details](#)

**Zoning Board of Appeals and Planing Commission (ZBA/PC) Meeting**

February 21, 2019, 7:30 PM @ Board Room

[More Details](#)

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