



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

**November 15, 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:** November 15, 2019  
**Subject:** Weekly Report

1. **DuPage County Field Court Discussion** – We are continuing discussion on this item. I attended a meeting on Friday morning with County officials to discuss options. It remains an important goal to maintain a relatively local field court. Follow-up meetings are expected later this month.
2. **Budget Update/Board Workshop Schedule** – The follow-up budget discussion and first consideration of the budget itself are scheduled to take place at the Board Meeting on Monday night. Memo and materials are included which address changes since the last discussion; options for the long-term viability of the Water Fund and discussion regarding downtown snow removal. Budget materials are available on the Village website at [www.clarendonhills.us/budget](http://www.clarendonhills.us/budget) and paper copies are available at the Village Hall and Library.
3. **Meeting with Loyola Medical Director** – On Thursday morning Fire Chief Leahy, Fire Lieutenant Dave Godek, Assistant to the Manager Nickell and I attended a meeting at Loyola Medical Center to discuss the paramedic program. This was a helpful meeting in describing the future needs of our emergency services, which have been included in the CY 2020 Budget. Thanks to the Loyola personnel for taking the time to meet with us.
4. **Downtown Revitalization Project Pre-Construction Meeting** – Several members of the staff attended two more meetings regarding these exciting projects. Please see the Community Development report for additional details.
5. **Holiday Greenery Process Started** – The English Garden has started the process of placing the “winter” plantings around town – in this case the planters in front of the Village Hall. As usual, the presentation looks great! We expect the remainder of the winter plantings to be in before the Christmas Walk.

Have a Great Weekend!



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** November 15, 2019  
**Subject:** Weekly Report

1. Crews were out on Monday, Veterans Day, to plow and salt streets, commuter walkways and the train platform.
2. Banners were removed in the downtown and will be replaced with holiday wreaths in the coming days.
3. Cellular carriers are moving forward with removing their equipment from the temporary towers and relocating them to the water tower on Burlington.
4. Staff went to a cathodic protection training for municipal infrastructure.
5. Gravel was placed on the north side of Norfolk near McIntosh as it had settled during the year.
6. A toilet was repaired at Village Hall and a broken thermostat replaced at Public Works.
7. A number of right of way inspections and JULIE locates were performed.
8. NICOR has advised that they will begin installation of a new gas main across the street from Starbucks and then head east and south with additional work.

**MEMORANDUM**

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: November 15, 2019

RE: Department Report

1. **Economic Development Commission** – On Tuesday evening the EDC held its quarterly meeting. Topics covered: 1) Adoption of the new zoning regulations; 2) Status of the Downtown Revitalization Project, 3) Status of the creation of a Downtown Tax Increment Financing District. They also discussed the vacancies found along the west side of Prospect Avenue. Their next meeting will be February 2020.
2. **Chamber of Commerce Special Committee** – This week, the Committee met for its fourth weekly meeting to define and review different marketing approaches that would best serve chamber business members. Topics discussed included the provision of marketing (social and video) tools and training for chamber members hosted by the Chamber of Commerce, and 2) the establishment of unified marketing themes and messages that could be used by its Chamber members. The Committee plans to present the status of their work at the next Chamber of Commerce meeting on Wednesday, November 20, 2019. As I previously reported, the energy and ideas being generated by this group of business owners are amazing.
3. **Downtown Revitalization Project/Streetscape Improvements** – On Thursday morning, Public Works Director McLaughlin and I attended the mandatory IDOT preconstruction meeting for the upcoming streetscape improvements along Burlington, Golf, and Prospect Avenues. Our consultants, Terra Engineering and Legat Architects, also attended the meeting. The primary takeaway from this meeting was that the project would not start until Spring 2020, May 1<sup>st</sup> at the latest. Updated information for this part of the Downtown Revitalization Project will be posted at [www.clarendonhills.us/dtrev](http://www.clarendonhills.us/dtrev)
4. **Downtown Revitalization Project/Train Station Improvements** – On Thursday afternoon, we hosted the BNSF pre-construction at Village Hall in preparation for train station improvements scheduled to begin in December. In attendance were representatives from BNSF, the Police, Fire, Public Works departments, Legat Architects, and J Burns Construction. The primary focus of the meeting was to establish safety protocols to be followed while working in proximity to the railroad tracks. Many practices will be in place to ensure the safety of the trains passing by the work area, protection of those working on in the construction site, and safety of commuters passing through the construction site.
5. **Richmond Education Gardens & Apiary Honey Sales** – *Special thanks to Wendy at Village Gourmet for filling our jars with our home-harvested raw honey.* Honey sales of been tremendous and our 2019 batch is selling fast. 3 oz jars (\$6) and 8 oz jars (\$16) of homegrown honey are on sale at Village Hall. Supplies are limited!
6. **Permits** – So far in November the Village issued nine (9) building permits having a total reported construction value of \$551,323.

## VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: November 15, 2019  
To: Village Manager Kevin Barr  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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*While shopping during the holiday season, please make sure you lock your car and do not keep valuables inside the passenger compartment. Be aware of your surroundings while walking in the parking lot. Make sure to carry your purse in front of you or keep your wallet in your front pocket.*

*Now that snowy weather is here, please drive carefully and allow extra time to get where you are going.*

### **Training and Events:**

- I attended the BNSF pre-construction meeting pertaining to the upcoming train station project.
- Officers completed on-line Police Law training.
- Officer Pech attended a 40 hour law review class.
- Officers received cold weather safety training.

### **Significant traffic and criminal activity during the past week.**

On November 9, 12:25am, officers checked on an occupied vehicle parked in the CHMS parking lot. The occupant was having mental health issues and was transported by medics for evaluation.

On November 13, 11:00am, officers responded to a residence in the 200 block of Woodstock for a mental health issue.

On November 13, 12:00pm, officers stopped a Downers Grove resident for speeding on Rte. 83. The driver did not have a valid driver's license or insurance for the vehicle. The driver was taken to the station for bond and his car was administratively towed.

On November 13, 3:05pm, officers responded to a business on 55<sup>th</sup> for a fraud complaint. Unknown subjects used the banking information of the business to cash two fraudulent checks. Pending.

On November 14, 2:00pm, officers responded to the 200 block of Oxford for a missing elderly male, who was driving to a relative's home and never showed up. Officers notified surrounding jurisdictions and put out a Silver Alert with the State Police. The male was eventually found in the N/W part of the state.

## November

2019

Su	M	Tu	W	Th	F	Sa
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 Board Regular Scheduled Meeting****November 18, 2019, 7:00 PM - 9:00 PM @ Board Room**[More Details](#)**Chamber of Commerce Meeting****November 20, 2019, 9:00 AM @ Board Room**[More Details](#)**Zoning Board of Appeals and Planing Commission (ZBA/PC) Meeting****November 21, 2019, 7:30 PM @ Board Room**[More Details](#)**Downtown TIF District Public Meeting****November 26, 2019, 7:00 PM @ Board Room**[More Details](#)**Village Offices Closed for Thanksgiving****November 28, 2019 - November 29, 2019**[More Details](#)

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