



Weekly

REPORTS

December 8, 2023

Manager's Report

Report 1.

Finance Dept. Report

Report 2.

Public Works Dept. Report

Report 3.

Community Dev. Dept. Report

Report 4.

Police Dept. Report

Report 5.

Fire Dept. Report

Report 6.



VILLAGE CALENDAR

See www.clarendonhills.us

Mon Dec. 18

Joint Review Board
Special Meeting -
Ogden TIF

Wed Dec. 20

Chamber of Commerce
Meeting

Mon Dec. 18

Clarendon Hills
Downtown TIF District
Joint Review Board
Meeting

Fri Dec. 22

Offices Closed -
Christmas Holiday

Mon Dec. 25

Offices Closed -
Christmas Holiday

Mon Dec. 18

Village Board Regular
Meeting

MEMORANDUM

To: Village President Tech and Board of Trustees
From: Zachery Creer, Village Manager
Date: December 8, 2023
Subject: Weekly Report

- **Next Board Meeting** – The next Board Meeting is to be held on Monday, December 18th at 6:30 PM at the Village Hall.
- **Goal Setting-** On Monday, we held a goal-setting meeting. These brainstorming sessions are important for the staff and board to set priorities for the next year.
- **Holiday Walk** – Last Friday, the Chamber of Commerce and Village hosted the annual Christmas Walk. Despite poor weather, attendees seemed to be enjoying the festivities. Thank you to our public works crews and police officers for braving the weather to make sure it happened without any issues.
- **100-Year Celebration** – This committee met on Wednesday with approximately 25 interested community members in attendance. Plans are being finalized for a documentary, day of service, school poster competition and other community celebrations. Plaques are being offered to homes and businesses that are 100 years old. The next meeting will be on January 3rd, 2024, at 4:30pm at Village Hall.
- **Yard Waste** - Lakeshore Recycling Systems (LRS) will provide unlimited collection of yard waste containers without stickers for leaf collection until December 11/12th. To avoid any confusion, all bagged yard waste (leaves, mixed grass leaves, fall clean up, etc.) shall be picked up at no charge during these months. Simply place out with your other garbage without a sticker.

MEMORANDUM

To: Zachery Creer, Village Manager
From: Maureen B. Potempa, Finance Director
Date: December 8, 2023
Subject: Department Report

1. I am excited to share that today we have received grant funds of \$150,000 from the Illinois Department of Commerce and Economic Opportunity. This funding, designated for the Village, has been allocated towards the Ann/Bryd Road project.

2. **What's Happening?**

- The Village has a new and improved utilities website, www.ClarendonHillsUtilities.com.

Register with Clarendon Hills Utilities to:

- View your bills and usage history.
- Pay your utility bill online using either a check or a credit card (accepting MasterCard, Visa, Discover, and American Express).
- Sign up for AutoPay, enabling payments to be automatically deducted from your checking or savings account (ACH Payments), or set up recurring credit card charges for your bi-monthly water bill.
- Opt for e-Billing notifications instead of receiving a paper bill.
- Manage multiple accounts if you own more than one property within the Village.

AutoPay Users:

- Good news! If you're already using AutoPay, your automatic bill payments will continue as usual.

Email Bill Recipients:

- If you receive bills by email, you need to re-enroll at www.clarendonhillsutilities.com to keep getting electronic bills.

How to Enroll:

- Follow these simple steps:
 1. Visit <https://clarendonhillsutilities.com>.
 2. Click "Request New Account."
 3. Follow the on-screen instructions to create your Clarendon Hills Utilities account.

Support and Assistance:

- Have questions or need help with the enrollment process? Our dedicated Utilities support team is here for you.
- Contact us at 630-286-5416 or waterbilling@clarendonhills.us.

MEMORANDUM

To: Zachery Creer, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: December 8, 2023
Subject: Weekly Report

The Village mechanic replaced brakes on one of the 3-ton trucks along with maintenance on three of the police cruisers.

Meter reading was completed at the beginning of the month. When meter reading, the program generates a report for non-reads which informs us to have the crew replace failing radio transmitters used for reading water meters. This month we replaced over 50 transmitters.

Curb line cleanup of leaves and general clean up in public spaces was completed.

The contractor hired by the Village has been steadily removing trees throughout the Village. Public Works crews removed several smaller trees and then followed up digging out the stump grindings and placing soil in the voids. These sites will be addressed next spring with seed and straw. Some minor tree trimming was also accomplished by Public Works.

Water operators completed virtual training required to keep their licenses up to date.

Crews completed a number of JULIE locates and field inspections.

MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: December 8, 2023
RE: Community Development Department Report

1. **400 Block of Naperville:** Due to some complaints to the Community Development Department, the general contractor installed a construction fence to keep the site workers from accessing the construction-related property, via private property. This has resolved the issue.
2. **Development Data:** Staff met with Placer.AI staff member to discuss their product and how smartphone data can be used to determine what types of business the Village could focus on attracting.
3. **Development Meeting:** Village Manager and I met with a prospective restaurant user for the downtown.
4. **Code Enforcement:** The following code enforcement activities occurred this week:
 - 300 block of Ruby - tree evaluation.
 - 200 block of Powell – demolition check.
 - 5705 Holmes - checked violation complaint.
 - Drafted Fire Code updates.
 - Re-inspections for three upcoming projects.
5. **GIS Data:** Locating and evaluating how much GIS data the Village has available at this time.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: December 8, 2023
To: Village Manager Creer
From: Chief P. Dalen
Subject: Weekly Activity Report

Recent Training, Meetings and Events

- This month's Police Law online training pertains to racial profiling, implicit bias, and cultural competency.
- This month's CourtSmart covers civil rights and constitutional use of law enforcement.
- The Department FTOs attended a meeting at the Suburban Police Academy.
- Officer Spelman attended a search and lock-up procedures class.
- Officers are completing Department policy training.

Recent incidents:

December 1, 8:11am, officers stopped a vehicle for speeding on Chicago Ave. During the stop, officers discovered that the driver had a valid order of protection that had yet to be served. The driver was served prior to release.

December 1, 8:56am, officers responded to the 400 block of Clarendon Ct. for a burglary from motor vehicle. The resident left their vehicle unlocked, which facilitated the theft of their phone and firearm by unscrupulous people. Detectives found the victim's phone at an "ECO ATM" in Burbank. Pending.

December 1, 10:21am, officers responded to the 500 block of Chase for a domestic. Upon arrival, officers met with three subjects arguing outside the apartment building. Officers quelled the situation.

December 1, 10:00pm, officers responded to a residence for a domestic issue involving DCFS. Officers helped facilitate a well-being check of a minor.

December 2, 8:37pm, officers responded to Oakbrook Terrace to assist with a reported shooting.

December 2, 10:39pm, Detective Michalek responded to a MERIT Major Crimes call out regarding the OBT shooting.

December 2, 10:55pm, officers responded to the 100 block of Chicago for a report of an unconscious person. Upon arrival, officers were met by several people reportedly feeling ill. On scene paramedics immediately detected a high level of carbon monoxide (CO) inside the building. Upon confirmation of CO, occupants were ordered out of the building. Meanwhile, officers were able to pull one of the occupants to fresh air after collapsing due to exposure. Two people were transported for further evaluation.

December 3, 11:55am, officers responded to an apartment at 288 Oxford for a domestic. Officers stood by while one party removed their belongings.

December 6, 8:08am, officers stopped a motorist for expired registration. Officers discovered that the driver also had a suspended driver's license. The driver was issued citations and given a courtesy ride home.

December 6, 11:31am, officers responded to an apartment at 285 N Richmond for a domestic. The complainant gave his child \$10.00 to purchase food at the grocery store, but instead purchased marijuana. Officers mediated and gave advice.

MEMORANDUM

To: Zachery Creer, Village Manager
From: Dave Godek, Acting Fire Chief
Date: December 8, 2023
Subject: Weekly Department Report 2023-33

1. Fire Prevention Bureau Activity.
 - This week I met with the General Managers at Hinsdale Golf Club about various sections of their emergency operations plan.
 - Building/Fire code updates are now completed.
2. Training Report:
 - EV training is being planned for December along with annual CPR training for the department.
 - Training was conducted this week and video training and discussions were completed.
3. COVID-19 Report:
 - We have seen people donning masks a little more this time of year.
4. Emergency Medical Services Report:
 - The monthly drug exchange was completed.
5. Emergency Management Report:
 - The Emergency Operations Plan was updated this week.
6. Du-Comm Report:
 - We are sending one portable radio in for service and awaiting new CAD programming to reflect our new response policy.
7. The fire station has several maintenance projects going on with plumbing and HVAC.
8. Vehicle Maintenance:
 - Fire apparatus fire pumps are being prepared for the winter season ahead.
9. Fire/Rescue/EMS calls:
 - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
 - The Westmont Fire Department responded Automatic Aid to Clarendon Hills zero (0) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale six (6) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Westmont zero (0) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Downers Grove one (1) time.
 - Tri-State Fire Protection District responded one (1) time with an Engine.

- The Fire Department responded to thirty (30) emergency calls in the past week.

Below Firefighter/Paramedics who assisted in the delivery of a baby girl in November, are placing the traditional Stork on the Medic Unit for the newborn's first ride.

