



# Weekly

## REPORTS

December 15, 2023

Manager's Report

Report 1.

Finance Dept. Report

No Report

Public Works Dept. Report

Report 2.

Community Dev. Dept. Report

Report 3.

Police Dept. Report

Report 4.

Fire Dept. Report

Report 5.



### VILLAGE CALENDAR

See [www.clarendonhills.us](http://www.clarendonhills.us)

#### Mon Dec. 18

Joint Review Board  
Special Meeting -  
Ogden TIF

#### Mon Dec. 18

Clarendon Hills  
Downtown TIF District  
Joint Review Board  
Meeting

#### Mon Dec. 18

Village Board Regular  
Meeting

#### Wed Dec. 20

Chamber of Commerce  
Meeting

#### Fri Dec. 22

Offices Closed -  
Christmas Holiday

#### Mon Dec. 25

Offices Closed -  
Christmas Holiday

## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** December 15, 2023  
**Subject:** Weekly Report

- **Next Board Meeting** – The next Board Meeting is to be held on Monday, December 18<sup>th</sup> at 6:30 PM at the Village Hall.
- **IRMA Board Meeting-** AVM Johnson attended the IRMA (Illinois Risk Management Agency) Board meeting as the Village's representative. The annual budget was approved. Clarendon Hills will see an increase in of 21.42% in our annual contribution. Contributions are calculated using the most recent 5-year workers' compensation and general liability losses and revenue.
- **Village Hall Holiday Hours** – Village offices are closed Friday, December 22<sup>nd</sup> and Monday, December 25<sup>th</sup> for the Christmas holiday.
- **No Weekly** - There will not be a weekly next week due to the Village offices being closed on Friday, December 22<sup>nd</sup> for the Christmas Eve holiday.

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** December 15, 2023  
**Subject:** Weekly Report

1. Crews cleaned up catch basins and curbed areas of fallen leaves.
2. Monthly water samples were taken and utility locates were performed.
3. Coordination took place with Community Development on a number of new construction projects.
4. Preventative maintenance occurred on police squads.
5. Employee evaluations were prepared.
6. Loads of spoils were hauled for disposal.
7. Staff replaced a number of meter reading transmitters that have been failing due to age.
8. Miscellaneous lawn mowing, tree trimming, and other work orders were completed.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: December 15, 2023  
RE: Community Development Department Report

1. **2 S. Prospect:** Village Staff, Fire, and Building met with a prospective retail user, the real estate broker and general contractor for the old Quinn's building at 2 S. Prospect Ave. The goal was to provide valuable code feedback to the prospective user that allows them to move forward with their plans. This often makes any permit review process quicker and more efficient. As our neighboring communities don't typically offer this, there is an element of public relations and promoting the Village in a positive and helpful manner.
2. **Sidewalk Issue:** A couple of complaints were received about the removal of the sidewalk at the 400 block of Ruby with the construction of a new single-family home. There are some significant grade changes in this area that necessitated the removal of the prior sidewalk. The builder has agreed to install a temporary sidewalk on Ruby and add some signage on Richmond to direct pedestrians across the street to the existing sidewalk. In Spring, a new sidewalk will be poured on both streets, when the site grading has been completed.
3. **Bicycle Improvements:** Staff and the Village Manager met with a resident who was advocating for some bicycle improvements. The main area of focus was in the Chicago Ave area.
4. **Former Tracy's Tavern:** Both PD, PW and FD/Code Enforcement recommended the relocation of the fence installed for the demolition of the former Tracy's building and parking lot for safety purposes. The fence was subsequently moved back to address the vision concerns.
5. **Code Enforcement:** The following code enforcement activities occurred this week:
  - 400 block of Ruby – I met builders at the site about progress on the home.
  - 200 block of Powell- Demo site checked.
  - Holmes and Sheridan- Demo has been completed.
  - Staff had communications with the condo complex regarding common areas.
  - 10 block of S. Prospect- Contacted building owner about a sign issue.
  - A new commercial unit has been sold in the 200 block of Burlington Ave.
  - Staff worked with Mycroft Phase One general contractor to address a couple items.
  - 300 block of Ruby – investigated a tree possible issue- unfounded complaint.
  - 5501 Tennessee (OUT OF DISTRICT)- Relayed information to apartment renter with a heating issue and provided the proper AHJ to contact.

# VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: December 15, 2023  
To: Village Manager Creer  
From: Chief P. Dalen  
Subject: Weekly Activity Report

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## **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.
- Officer Spelman attended a leadership training class.
- Officers are completing Department policy training.
- Officers participated in roll call training pertaining to operational emergency response plans and bat capture procedures.

## **Recent incidents:**

December 9, 12:16am, officers responded to the 100 block of Ogden for a domestic. Officers gave advice.

December 9, 8:47am, officers responded to the 100 block of Mohawk for a report of criminal damage. An unknown subject drove their car across the victim's front lawn, damaging some landscaping.

December 9, 10:40am, officers responded to the 400 block of Park for a dog bite. The incident was reported to DuPage Animal Control.

December 10, 10:33pm, officers responded to an apartment at 285 N. Richmond for a domestic. The parties involved agreed to separate for the night.

December 11, 5:06pm, officers responded to the station for a missing juvenile report. Officers were able to locate the juvenile and reunite them with caregivers.

December 11, 1:30pm, officers responded to Bridgeview for an ILEAS call out regarding a pro-Palestine rally.

December 12, 6:58pm, officers responded to an apartment at 285 N. Richmond for a domestic involving a threat with a knife. After a brief investigation, officers could not determine if a knife was ever brandished during the family argument. Officers gave advice.

December 13, 9:27am, officers responded to a roadway obstruction at Burlington and Prospect. Upon arrival, officers discovered an unoccupied vehicle parked in the roadway. The vehicle was running, and the keys were in the ignition. Officers were able to determine that the owner abandoned her vehicle and took a train to Chicago. The owner was eventually found and was referred to mental health professionals.

December 13, 4:23pm, officers spoke with a resident regarding a parental inference complaint. Officers gave advice.

December 14, 5:17pm, officers responded to the 200 block of Oxford for a residential burglary. An unknown subject, wearing a dark hoodie, entered the residence through an unsecured window and rummaged through several rooms. Investigation continues.

## MEMORANDUM

**To: Zachery Creer, Village Manager**  
**From: Dave Godek, Acting Fire Chief**  
**Date: December 15, 2023**  
**Subject: Weekly Department Report 2023-34**

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.
  - We are working on two new reviews for upcoming projects.
2. Training Report:
  - EV training was attended by crews this week at Hinsdale FD, and they set up a great program.
  - Training was conducted this week with annual CPR training by FF/PM Penn.
3. COVID-19 Report:
  - COVID numbers have gone up slightly along with RSV cases. As a precaution our EMS system moved back to masking requirements.
4. Emergency Medical Services Report:
  - New COVID requirements sent out to department members.
5. Emergency Management Report:
  - DC Krupp has been working with AVM Johnson on the Emergency Management Corps project.
6. Du-Comm Report:
  - Several fire alarms are being serviced this week.
7. The fire station has several maintenance projects going on with plumbing and HVAC.
8. Vehicle Maintenance:
  - Medic 86 had service on the 360-camera system and the mechanic will need to come back out with parts to complete the repair.
9. Fire/Rescue/EMS calls:
  - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills four (5) times.
  - The Westmont Fire Department responded Automatic Aid to Clarendon Hills two (3) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale five (5) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Westmont one (1) time.
  - 1 EMS Box was activated, two patients transported, and the remaining were refusals.
  - The Fire Department responded to thirty-one (31) emergency calls in the past week.

Fire crew working at an acquired structure getting valuable hands-on time to train using new equipment and techniques. A few days earlier our Fire Explores group along with the College of DuPage Fire Science Program had time to develop our firefighters of tomorrow. They had several evolutions through the home, it was a success, and it was a good day to be in gear.

*TO TRAIN IS TO GAIN.*

