



# Weekly REPORTS

February 9, 2024

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

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Fire Dept. Report

[Report 5.](#)



## VILLAGE CALENDAR

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

**Mon Feb. 19**

Offices Closed in  
Observance of  
Presidents Day

**Wed Feb. 21**

Chamber of Commerce  
Meeting

**Tue Feb. 20**

Village Board  
Rescheduled Meeting



## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** February 9, 2024  
**Subject:** Weekly Report

- **Next Board Meeting** – The next Board Meeting is to be held on Tuesday, February 20th at 6:30 PM at the Village Hall.
- **DMMC District 3 Meeting-** I attended the semi-annual district 3 meeting with County Board representatives. Topics focused on increasing resources in unincorporated areas suffering from insufficient police and infrastructure resources.
- **DMMC Monthly Meeting-** I attended the monthly DuPage Mayor Managers meeting. We discussed County-wide Police Record Management Software implementation, opioid settlement funding, asylum seekers, and joint purchasing.
- **Shared Services Meetings-** I had several meetings this week with neighboring towns to discuss possible shared services.
- **Centennial Committee** - The Centennial Committee met this week. The focus was on events planned for the next 3 months. Those events include the library event One Author/One Community, Agatha Christie in March, Centennial Amazing Race on April 20<sup>th</sup>, Centennial Volunteer Day May 18<sup>th</sup> and Centennial Art Competition Display on May 21<sup>st</sup>. Please visit the Village's website for more information <https://www.clarendonhills.us/Centennial>
- **Downtown Metra Parking**- Reminder to our businesses and residents that the Metra Parking (South Lot) is now open after Noon for central business district customers.



452 Park Avenue  
Clarendon Hills, Illinois 60514  
630.286.4750

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** February 9, 2024  
**Subject:** Weekly Report

1. As mandated by the Illinois EPA, staff continued to work on inventorying the material of each water service line in the Village. Letters went out to the homes that we were not certain of their service line material and provided instructions on how to identify the type of service line.
2. Meter repairs and transmitter replacements were completed this week.
3. Crews hauled out materials from our yard where spoils were stored from water main breaks.
4. Staff are working on Emergency Well 7 to determine its maintenance/repair needs.
5. A contractor will be on Saturday to trim some of the taller trees that our equipment cannot reach.
6. A number of building maintenance projects were undertaken this week.
7. Crews took water samples from several locations.
8. A meeting was held with the supervising architect at the train station to finalize approvals for the remaining signage to be completed.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: February 9, 2024  
RE: Community Development Department Report

1. **ZBA/PC March 7<sup>th</sup> - Meeting Rescheduled:** Due to the lack of a quorum for the February ZBA/PC meeting, and the meeting therefore canceled, the same two agenda items will be heard at the March 7<sup>th</sup> ZBA/PC Meeting. (4 Walker Ave and 421 Park Ave).
2. **Code Enforcement:** The following code enforcement activities occurred this week:
  - 20 block of Hiawatha-working on a garbage container issue.
  - Ogden Ave.- Political election signs removed.
  - 400 block of Park- Notice was sent on a trailer in driveway.
  - 10 block of Blodgett- 8.2 violation complaint was unfounded.
  - One new home sprinkler hydro inspection approved, and one was failed 21.16.
  - Another new home inspection scheduled for next week as new homes that were built in December are moving along quickly with the warmer weather.
  - Exterior walls at MyCroft Row Condos phase II have been installed with the warmer weather.
3. **203 S. Prospect Ave:** Staff recently received a letter from the builder of the new single-family residence at 203 S. Prospect Ave, requesting a Certificate of Occupancy later this month. As you will recall, this property had issues stabilizing the soil during the foundation excavation. This was immediately adjacent to the neighbors' property and after a large rain-storm last July. The Village Engineer has requested soil testing and a geotechnical report to help to satisfy any soil stabilization concerns.
4. **GIS:** Staff is working with Municipal GIS Partners to update the Village's GIS data. It is important that all property and ownership related data used in any mapping or analysis is current and reflects any property sales and changes.

**VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT**



DATE: February 9, 2024  
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 new Illinois laws.
- This month's CourtSmart covers constitutional rights and obstructing a police officer.
- I attended a meeting with Dist.181 personnel.
- Officer Pech attended an interview and interrogation class.
- Officer Kane attended a building entry and tactics class.
- Sergeant Ported attended a school reunification class.
- Officers had employee assistance roll call training.

**Recent incidents:**

February 2, 8:28pm, officers responded to a residence on Ogden for a domestic. The parties involved agreed to separate for the night.

February 2, 8:50pm, officers responded to the 400 block of 56<sup>th</sup> for a domestic. Officers quelled the situation and gave advice. Parties separated for the night.

February 4, 10:41am, officers spoke with a resident regarding an identity theft. Unknown subjects used the victim's credentials to pass bad checks. Pending.

February 5, 9:52am, officers spoke with a resident regarding telephone threats. Unknown subjects were sending text messages threatening the victim's family unless money was sent via Zella.

February 5, 4:07pm, officers responded to a single car crash on Rte. 83. The driver did not have a valid driver's license. The driver was cited, and the vehicle was administratively towed.

February 6, 11:21am, officers spoke with a former resident regarding two paintings that were stolen when they lived in town. Pending.

February 7, 8:47pm, officers responded to a vehicle vs. tree crash on Ann St. The subject was transported to hospital for treatment. Subsequently, they were charged with DUI.

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Dave Godek, Acting Fire Chief  
**Date:** February 9, 2024  
**Subject:** Weekly Department Report 2024-05

1. Fire Prevention Bureau Activity.
  - Two new residential sprinkler inspections were completed this week.
  - Working with RMS system inspections.
  - Three fire inspections were completed this week.
2. Training Report:
  - Our day crews attended a search and rescue training that was set up by Hinsdale FD for three days in a row. Several other Fire Departments were also in attendance.
  - Driver and Haz-mat training were completed this week.
  - February 7<sup>th</sup> training Aspects of Labor Law with an outside instructor was completed this week.
3. COVID-19 Report:
  - COVID numbers have fluctuated over the last couple of weeks along with Flu and RSV.
4. Emergency Medical Services Report:
  - EMS drug check completed, and we will need to exchange drugs.
  - Loyola will be on hand on February 14<sup>th</sup> for our EMS training.
  - Biotron will be out to inspect village AED's and Cardiac Monitors February 13<sup>th</sup> as February is our cardiac awareness month.
5. Emergency Management Report:
  - Nothing to report this week.
6. Du-Comm Report:
  - We are working with Du-Comm on several programming concepts.
7. We are coming to the end of the installation of the fob entry system for the fire station and with that fobs are being handed out. We also have another station project coming soon.
8. Vehicle Maintenance:
  - Engine 86 is due for dashboard gauges to be replaced soon.

- We went this week to drop off equipment for the new Engine of which is behind on build time to be possibly ready by the end of May 2024. Photographs of the building of the vehicle should be coming soon. At this point, they are building the cab of the vehicle.

9. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills zero (0) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale one (1) time.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont zero () times.
- Tri-State Fire Protection District responded Automatic Aid to Clarendon Hills zero (0) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Tri-State once (0) times.
- The Fire Department responded to Nineteen (19) emergency calls in the past week.
- Run stats for the week were Fire 33% and EMS 67%

10. Sharing of Services:

- Ongoing automatic aid daily.
- Hinsdale FD did an outstanding job of putting the search and rescue drill together. There's a lot that goes into putting on a training session to the magnitude that it was. Our crews learned a lot.

