



# Weekly

## REPORTS

May 10, 2024

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.

Public Safety Director

Report 7.



## VILLAGE *of* CLARENDON HILLS

### VILLAGE CALENDAR

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

**Tue, May 14**

Village Board Tour of  
Du-Comm

**Tue, May 14**

Clarendon-Blackhawk  
Mosquito Abatement  
District Meeting

**Wed, May 15**

Chamber of Commerce  
Meeting



## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** May 10, 2024  
**Subject:** Weekly Report

- **Next Board Meeting** – The next Board Meeting is to be held on Monday, May 20<sup>th</sup>, at 6:30 PM at the Village Hall.
- **Small Cell Wireless Applications**- I met with Crown Castle on Tuesday. Crown Castle is waiting for ComEd, so expected construction is likely a number of months away.
- **New Park District Asst. Director**- I was fortunate enough to meet with the new Park District Assistant Director, Katie Gock. We are looking forward to working closely with the Park District in our shared missions.
- **Just Lift Grand Opening**- Just Lift is having its ribbon cutting this afternoon. We are very excited to see that building finally occupied.
- **Job Opening: Chamber of Commerce Digital Marketing Assistant** – The Chamber of Commerce has an opening for a part-time Digital Marketing Assistant. For more information and to apply, please visit the website. <https://www.clarendonhillschamber.com/employment>

### **Centennial Happenings!**

With the warmer weather, we are all excited to be celebrating our Centennial Summer with so many great events. Check out the May Centennial Happenings listed here!

- **Centennial Kids Art Competition Reception** – See the art submitted by kids of Clarendon Hills at a Reception on Wednesday, May 15<sup>th</sup> from 5PM to 7PM at the Birches. Please RSVP by May 10th to 630-789-1135. [See flyer and more info here.](#)

- **The Centennial Volunteer Day is May 18th\*\*\*\***

Please **SIGN UP TODAY** (*but no later than May 15*) AT: <https://bit.ly/CHCentVol>

You don't want to miss out on participating in this awesome event! Projects that still need volunteers range from handing out food drive flyers at the Clarendon Hills Jewel, gardening, spring indoor and outdoor cleanups, helping at the Walker Elementary School recycling drive and many more. This is a great way to give back to such a wonderful community and earn service hours!

For those who have signed up! Before you head to your project on May 18th, plan to stop by the Village Hall from 8 am to 12 pm to pick up your free Volunteer t-shirt. The Lions Club will be handing out popcorn and there will be snacks to take with you to your project. If you can, please join us at the Village Hall lawn on May 18th at 8:30 am to participate in a group photo to memorialize this event!

- [Notre Dame Parish – Clarendon Hills Infant Welfare Food Drive](#) May 18th! 10 AM to 1 PM [See Details here.](#)
- [Walker Elementary Recycling Extravaganza](#) – May 18th 9 AM to Noon. [See details here.](#)
- [Historical Society Open House May 18th](#) at Heritage Hall from Noon to 2 PM. Heritage Hall is located at 50 Sheridan Ave.
- [Free Daisy Seeds](#) – Did you get yours yet? They are going quick. Pick up at Village Hall or Library.
- [Friends of the Library Plant sale May 18th](#) at the library from 9:30 AM to Noon.
- [Passport Adventure Books](#) – be sure to get your Passport Adventure book at the library, Daily Scoop or Village Hall to collect stamps at the various events and participating businesses throughout the year to enter a raffle for various prizes on December 6th!

**[See all Centennial Events here!](#)**

- [Farmers Market](#) starting Thursday May 16th from 7AM to 1PM weekly at Village Hall Plaza
- [Village Board](#) meeting is [May 20th](#) at 6:30 PM

KEEP UP WITH THE LATEST HAPPENING WITHIN THE VILLAGE BY CHECKING IN WITH OUR WEBSITE AT [www.clarendonhills.us](http://www.clarendonhills.us)



## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** May 9, 2024  
**Subject:** Department Report

1. I would like to give a shout out to our newest Finance Staff member Savino Ricci as he concludes his first week here at the Village. Savino is a recent DePaul University graduate, and we are excited to have him on board, please join me in extending a warm welcome to Savino!

2. Water Bills went out last week with a due date of May 28<sup>th</sup>. For those who prefer traditional mail payments, I urge you to consider sending your payment ahead of schedule, given recent concerns raised by residents regarding delayed deliveries. To ensure timely payments and alleviate any potential delays, I strongly encourage signing up for ACH payments. Alternatively, you can utilize the convenient Drop Box available at both the Village Hall front door and the Clarendon Hills Bank.

• **Pay-In Person/Drive Up Drop box**

- Village Hall is Open M-F 9:00 AM to 4:30 PM.
- Clarendon Hills Bank has Drive-up Drop box is in the outside drive-up lane



## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** May 10, 2024  
**Subject:** Weekly Report

1. Staff fielded a few calls about Cicadas. Public Works is not staffed to wrap all young parkway trees. While some damage may occur, most trees will rebound in the following years. Keeping trees watered to promote their health will help to reduce any stress placed on the trees. Residents are allowed to net the parkway trees at their homes. More information is available from the Morton Arboretum. <https://mortonarb.org/plant-and-protect/tree-plant-care/plant-care-resources/2024-cicada-emergence/#how-to-prepare>
2. Spring flowers were planted at the Sloan Triangle and on Harris and Prospect.
3. Watering of plant beds, new grass seed, and landscape maintenance was completed.
4. Crews performed storm grate cleaning and branch pickup for parkway trees damaged by storms.
5. Public Works staff reviewed Right of Way permits for Crown Caste as they seek to deploy high-speed fiber backbone within the Village.
6. Bids were opened for the 2024 Road Program which is focused on Holmes south of 55<sup>th</sup> Street, plus the village portions of 56<sup>th</sup> Street and 58<sup>th</sup> Street.
7. In advance of the special events this Summer, additional cones were purchased, and new NO PARKING signs attached to wood lathes this week.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: May 10, 2024  
RE: Community Development Department Report

1. **Thassos:** Staff met with the owner and operator of Thassos to discuss outdoor dining options and some other building improvement plans they are considering.
2. **Little Creperie:** Staff met with the owner and operator of the Little Creperie in their new location on Park Ave. The new location has been designed and decorated well and should be open for operation any day.
3. **Code Enforcement:** The following code enforcement activities occurred this week:
  - 200 block of N. Richmond, multiple IPMC violations, notice was sent out.
  - 200 block of Holmes, OSHA worker safety concern, Staff spoke with contractor and matter was resolved without further action.
  - 150 block of Juliet Ct, weeds/ tall grasses, two notices sent for two different properties.
  - 100 block of N. Prospect, multiple IPMC violations, two notices sent out for two properties.
  - 260 block of S. Prospect, tall grasses /weeds, notice was sent and partial compliance.
  - 400 block of Ogden Ave, vandalism /Graffiti, owner notified to correct matter.
4. **Meeting:** Staff met with some residents regarding concerns about the redevelopment of the former Tracy's site.
5. **Mycroft Place:** Staff met with the owner and developer of Mycroft Phase I and II regarding the commercial tenants within the new and existing building.

**To:** Village Manager Creer  
**From:** Chief E. Leinweber  
**Date:** May 10, 2024  
**Subject:** Weekly Activity Report



*Parents- children riding electric or motorized minibikes (see below) on the street or in the park is illegal. Please monitor your children's use of such devices. Those who illegally ride these are subject to being cited. Also, talk with your children about their obligation to follow the rules of the road when riding their bicycles. It is for their safety.*



#### **Recent Training, Meetings and Events:**

- The department hosted a weeklong NEMRT class on Juvenile Law.
- Officers are completing Firearms Restraining Order training.
- Officer Pech and Detective Michalek attended a one-day "Red Dot Sight" armor class.
- Sergeant Finrock attended a NEMRT drone training class.

#### **Recent incidents:**

May 4, 2:46am, officers conducted a traffic stop on a vehicle traveling n/b on Prospect Ave for a lighting violation and expired license plates. Further investigation revealed the driver was also in possession of unlawfully transported cannabis and open alcohol. The driver was cited for improper lighting, expired registration, unlawful possession of cannabis, transportation of open alcohol and released.

May 6, 9:20am, officers assisted the CHFD with a call regarding a drug overdose at a residence. The conscious patient was located and transported to the hospital for treatment.

May 7, 3:56pm, a resident came to the station to report their computer had been hacked with a pop-up ad by an unknown offender who then tried to obtain financial account numbers and money. The resident did not provide either and shut down the computer so it can be cleared of any viruses. Officers provided identity theft advice and resources.

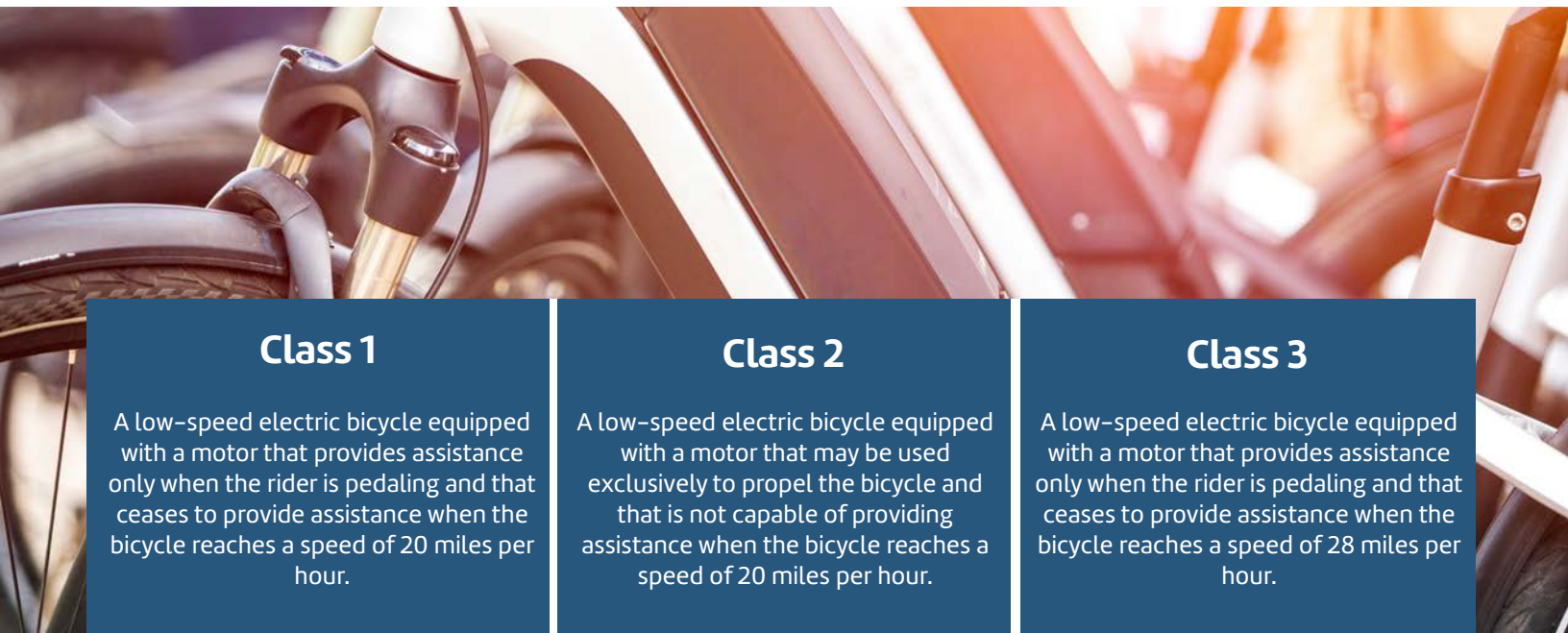
May 9, 7:52pm, officers responded to a residence on N Richmond for a battery. The caller reported they were battered by another resident at the address. No physical injury was reported to officers, and none were observed. Officers spoke with the parties involved and are investigating further. Pending





# Understanding E-Bikes

Clarendon Hills Police Department



## Class 1

A low-speed electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.

## Class 2






A low-speed electric bicycle equipped with a motor that may be used exclusively to propel the bicycle and that is not capable of providing assistance when the bicycle reaches a speed of 20 miles per hour.

## Class 3

A low-speed electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour.



## WHAT KIND OF BIKE DO I HAVE ?

		Pedal Operated	Max Assisted Speed	< 750 Watts Power	Follow Rules of the Road	Minimum Age (yrs)	Drivers License	License Plate, Equipment ect.
	Bicycle	YES	N/A	N/A	YES	N/A	NO	NO
	Class 1 E-bike	YES	20	YES	YES	N/A	NO	NO
	Class 2 E-Bike	YES	20	YES	YES	N/A	NO	NO
	Class 3 E-Bike	YES	28	YES	YES	16	NO	NO
	Moped, Dirt Bike, E-Dirt Bike	NO	N/A	NO	YES	16	YES	YES

Clarendon Hills Police  
Department

448 Park Ave  
Clarendon Hills, IL 60514

M-F 8A-7P  
(630) 286-5460

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Dave Godek, Acting Fire Chief  
**Date:** May 10, 2024  
**Subject:** Weekly Department Report 2024-18

1. Fire Prevention Bureau Activity.
  - One residential sprinkler system inspected.
  - Keltron fire radio account was monitored this week.
  - Five inspections were performed this week.
  - Several pre-plan inspections were completed with fire crews.
  - New business fire alarm inspection completed.
  - I'm working with a contractor on a new building being built and answered questions.
2. Training Report:
  - Fire explorer group trained on several topics this week and attended Loyola EMS training.
  - FF/PM Hernandez, Gloodt, Penn completed Company Officer Fire Officer [ COFO] course.
  - Our training committee meeting was cancelled this week.
  - Fire crews trained on residential fire sprinkler systems.
3. Station Report:
  - We obtained a quote for the insulation project of \$3,600.
  - On April 19, 2024, a vendor came out to measure, and we are still waiting for a quote.
  - We started a records disposal program with the State of Illinois to properly dispose of records.
4. Emergency Medical Services Report:
  - 15 members attended Loyola C.E. on Wednesday on new SMO's going live June 1<sup>st</sup>, 2024.
  - EMS equipment arrived and placed it into stock.
5. Emergency Management Report:
  - MABAS Division 10 meeting attended this week.
6. Du-Comm Report:
  - The Fire Marshal meeting was re-scheduled for August 2024
  - MABAS Division 10 meeting attended this week.
  - DEDIRS radio presentation was this Thursday.

7. Public Education: Another fire engine ride to school scheduled for May 14<sup>th</sup>.  
The list of black parties is rounding the summer schedule well.
8. Vehicle Maintenance:
  - 2012 Ford Expedition service was completed this week.
9. Fire/Rescue/EMS calls:
  - The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills once (1) times.
  - The Westmont Fire Department responded Automatic Aid to Clarendon Hills once (1) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale three (3) times.
  - The Clarendon Hills Fire Department responded Automatic Aid to Westmont zero (0) 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 Fire Protection District zero (0) times.
  - The Clarendon Hills Fire Department responded to Oak Brook Fire Department once (1) times.
  - The Fire Department responded to thirteen (13) emergency calls in the past week.
  - Run statistics for the week at this point are Fire 64% and EMS 36%
10. Sharing of Services:
  - Ongoing automatic aid daily.
  - Joint vehicle sharing of Ladder of TL86, and Engine 85 has ended, and we are preparing a report for the results from the April 16<sup>th</sup> to May 2, 2024, sharing period for review.



## VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: May 10, 2024  
To: Village Manager Creer  
From: P. Dalen, Public Safety Director  
Subject: Weekly Activity Report

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### **Meetings and Events**

- Staff met with FGM Architects regarding a site plan for the new fire station. A proposal is forthcoming.
- I met with Manager Creer, AC Godek, and DC Krupp for our weekly review.
- I met with several part-time fire personnel.
- Staff is finalizing several ordinance changes for Village Board approval.
- A need to create a Foreign Fire Insurance Board within the fire department has been identified. Staff will be working with fire personnel to facilitate its establishment.
- AC Godek, DC Krupp, and I met with a representative from Lexipol. Policy onboarding continues.