



# Weekly

## REPORTS

December 27, 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

None



**VILLAGE *of***  
**CLARENDON HILLS**

## VILLAGE CALENDAR

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

Mon 30

Tue 31

Wed 1 ☒ Closed for New Year's Day All Day  
Holiday

Thu 2

Fri 3



## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** December 27, 2024  
**Subject:** Weekly Report – Final Report of 2024!

- **Offices Closed for upcoming holidays:** Village offices are closed on Wednesday, January 1<sup>st</sup> for New Year's Day.
- **Garbage and Tree pickup** – Garbage is not affected by the holidays. During the month of January, residents serviced by LRS may place their discarded live Christmas trees curbside for pickup by LRS on their regularly scheduled pickup day. The service is free. Artificial trees will not be accepted. Please remove all the decor and do not have the tree in a bag. Garland is not accepted. Residents should contact LRS with questions - 844-633-3577 or email [Service@LRSrecycles.com](mailto:Service@LRSrecycles.com)
- **Board Meeting** – The next board meeting is Monday, January 13<sup>th</sup>, at 6:30 PM at the Village Hall.
- **Martin Luther King Day (MLK)-** New for 2025 - Village offices will be closed for the Martin Luther King Holiday on January 20, 2025
- **Daisy Digest** - The Jan/Feb issue of the Daisy Digest will go out with water bills on January 3<sup>rd</sup>. Residents can find it now on the website at <https://clarendonhills.us/newsletter>

Have a safe and enjoyable New Year!



1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5415

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Maureen B. Potempa, Finance Director  
**Date:** December 27, 2024  
**Subject:** Department Report

The next Board meeting is scheduled for **Monday, January 13th**. For your convenience, I have attached the Claims Register, which includes a detailed listing of all pending/issued manual and ACH payments. You can find this at the end of the weekly reports.

**MEMORANDUM**

**To:** Zachery Creer, Village Manager  
**From:** Collin Franco, Operations Supervisor  
**Date:** December 27, 2024  
**Subject:** Weekly Report

1. Sidewalk grinding continued this week.
2. Hauling of spoils began after testing was completed.
3. Building maintenance was completed at various locations.
4. The tree removal list was completed by our contractor this week. Crews will continue to dig out and prep sites for landscaping in the spring.
5. Minor repairs were made on trucks following last week's snow event.
6. Inspections of water service disconnects, utility locates, and monthly EPA reports were completed.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: December 27, 2024  
RE: Community Development Department Report

1. **Planned Demolition:** 150 block of Juliet is due to be fenced around the start of the new year with the overall plan for the owner to remove the unhabitable and vacant residence.
2. **Code Enforcement:** The following code enforcement activities occurred this week:
  - 110 block of Iroquois, Address notice sent.
  - 120 block of Iroquois, Address notice sent.
  - 125 block of Iroquois, Address notice sent.
  - 1 residential sprinkler inspection completed with corrections.
3. **ZBA/PC Meeting:** The regularly scheduled ZBA/PC meeting has been moved back by the Chair & Staff from January 2<sup>nd</sup> to January 9<sup>th</sup> to accommodate any quorum issues.

**To:** Village Manager Creer  
**From:** Sgt. Zach Finrock  
**Date:** December 27, 2024  
**Subject:** Weekly Activity Report



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*Please remove packages and deliveries promptly to prevent criminal activity.*

*If you see something suspicious, say something and dial 911*

**Recent incidents:**

On 12/25 12:02pm Officers responded to a residence for a missing adult. The family at the residence related that their adult child had left, and they were unable to get in contact with them. Later that day officers were able to locate the subject and provide advice and resources.

On 12/25 2:04am officers were dispatched to a business on 55<sup>th</sup> Street for unknown problem. Upon arrival officers spoke with staff who found a subject occupying their vestibule. It was determined that the subject did not have any ties to anyone at the business and did not know any of the staff. During the contact with officers, it was learned that the subject possessed a valid (detainable) warrant from another county. The subject was placed into custody and transported to DuPage County Jail for further processing.

On 12/22 2:38pm officers responded to a residence for a theft complaint. Upon arrival the resident related that one of their Amazon packages that was delivered was missing. Officers canvassed the area for any video or witness information. Case pending further investigation.

12/22 3:13pm officers were dispatched to a business on Holmes Ave. for a theft complaint. On scene officers spoke with staff who related an unknown individual took grocery items and left the store without paying for them. Staff made contact with the subject outside the store and managed to get the bag containing the stolen items back. Officers arrived shortly after, but the subject had already fled the scene. No complaints to be signed, all merchandise was recovered.

12/21 7:39pm officers we dispatched to the intersection of 55<sup>th</sup> and Clarendon Hills Road for a hit and run complaint. On scene officers met with the caller who related they were stopped at the light when a dark colored truck struck their vehicle, backed up, and left the scene. After further investigation officers were able to locate the driver and the offending vehicle. The driver was cited for leaving the scene of an accident and driving too fast for conditions and released.

12/20 11:00pm officers were dispatched to a business on Chicago Ave for a battery complaint. Upon arrival the reporting individual related that another business patron had "battered" them while attending a Christmas party. Officers spoke with both involved parties and were able to determine that a physical altercation did occur. Case pending further investigation.

## MEMORANDUM

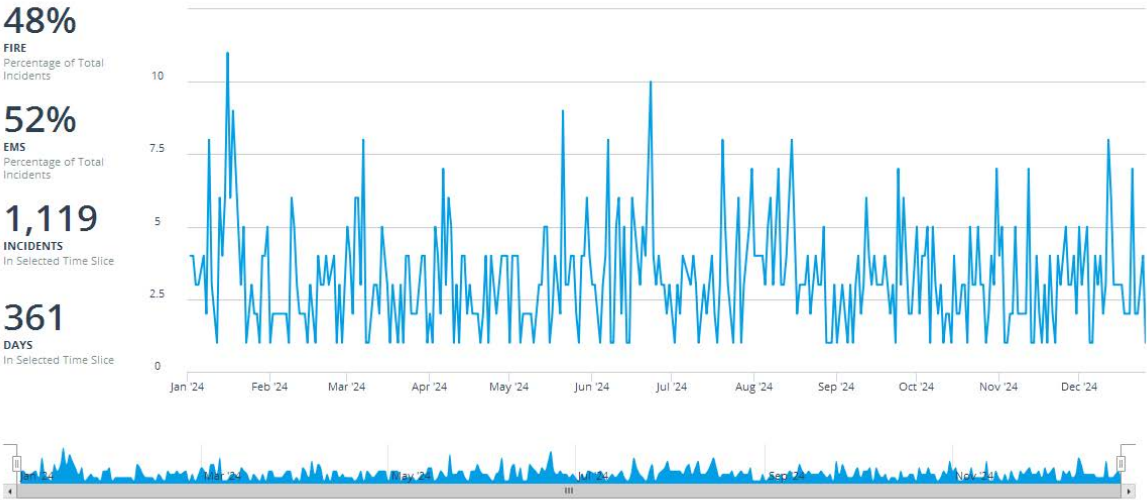
**To:** Zachery Creer, Village Manager  
**From:** Acting Fire Chief David Godek  
**Date:** December 27, 2024  
**Subject:** Weekly Department Report

1. Fire Prevention Bureau Activity.
  - Four Walker Alarm plans reviewed.
  - One residential sprinkler inspection was completed.
2. Quarter Master:
  - 2025 Protective clothing ordered.
3. Emergency Medical Services Report:
  - 2025 Continuing Education dates received for members.
4. Vehicle Maintenance:
  - Squad 86 is still out with a suspension problem. Parts have been ordered but slow over the holiday.
5. Training:
  - Members continued with several on-line training courses.
  - Shift crews were able to pre-plan two schools this week with students off on holiday break.

This week the department responded to 13 calls.

**Westmont Fire Department:** Provided zero calls for Clarendon Hills and Clarendon Hills provided one to Westmont.

**Hinsdale Fire Department:** Provided one call for Clarendon Hills and Clarendon Hills provided two calls for Hinsdale



Counts	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Jan '25	Total
(10) Fire, other									1			1		2
(11) Structure Fire					1			1		1	2			5
(13) Mobile property (vehicle) fire			1			1						1		3
(15) Outside rubbish fire			1			1	1			1	1			5
(16) Special outside fire				1	1	1								3
(30) Rescue, emergency medical call (EMS), other				5						2				7
(31) Medical assist		1							1		1			3
(32) Emergency medical service (EMS) incident	53	39	39	49	50	47	55	51	47	50	47	45		572
(33) Lock-In				1										1
(35) Extrication, rescue		1			1	2								4
(40) Flammable gas or liquid condition, other			1					1		1				3
(41) Combustible/flammable spills & leaks	3	4	2	1	1	1	1	1	2	1	1	1	1	19
(42) Chemical release, reaction, or toxic condition	2			1		1					1	2		7
(44) Electrical wiring/equipment problem	2	1				9	1				1			14
(50) Service call, other	2	1	1	3			1		1		1			10
(51) Person in distress	1		1		3			1	1		1			8
(52) Water problem	4		1			1		1				1		8
(53) Smoke, odor problem	2	1		1		1	1	4	3		1			14
(55) Public service assistance	1		1	3	3	5		2		1		3		19
(57) Cover assignment, standby at fire station, move-up	15	7	20	6	11	5	7	13	8	5	2	3		102
(60) Good intent call, other	1		1			1	1		1					5
(61) Dispatched and canceled en route	12	6	12	7	7	12	6	10	5	13	3	3		96
(62) Wrong location, no emergency found						1								1
(65) Steam, other gas mistaken for smoke	1		1	1				1						4
(67) HazMat release investigation w/no HazMat				1										1
(70) False alarm and false call, other	2	1			3	3	4	3	7	6	2	2		33
(71) Malicious, mischievous false alarm			1											1
(73) System or detector malfunction	7	2	5	5	7	11	6	14	5	7	9	9		87
(74) Unintentional system/detector operation (no fire)	12	2	3	2	5	8	8	8	5	6	8	11		78
(90) Special type of incident, other					1				1					2
(91) Citizen complaint						1								1
NULL												1		1
Total	120	66	91	87	94	112	92	111	88	94	81	83		1,119



ACS FINANCIAL SYSTEM  
12/26/2024 10:50:06

Claims Register

VILLAGE OF CLARENDON HILLS  
GL050S-V08.22 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 122624 COMMENT... WEEK OF 122724 MANUALS

DATA-JE-ID	DATA COMMENT
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M-01032025-001 WEEK OF 122724 MANUALS

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01			Y	S	6	066	10			

Claims Register  
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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
COMED		15277							
	*FY* CH HISTORICAL	143.64	UTILITIES	01.540.4235	5088824000 11/			001	00008
NICOR	GAS	60720							
	*FY* 1 N PROSPECT	78.34	UTILITIES	01.514.4235	111824 - 1 N P			001	00001
	*FY* 212 BURLINGTON	57.17	UTILITIES	01.546.4235	111824 - 212 B			001	00002
	*FY* 261 ANN	66.67	UTILITIES	20.560.4235	111824 - 261 A			001	00003
	*FY* 316 PARK	229.74	UTILITIES	01.534.4235	111824 - 316 P			001	00004
	*FY* 448 PARK	234.45	UTILITIES	01.523.4235	111824 - 448 P			001	00005
	*FY* 452 PARK	173.65	UTILITIES	01.546.4235	111824 - 452 P			001	00006
	*FY* 452 PARK	93.50	UTILITIES	20.560.4235	111824 - 452 P			001	00007
		933.52	*TOTAL						
		1,077.16	**CLAIMS TOTAL						

Claims Register  
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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		1,077.16					

RECORDS PRINTED - 000008

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
01	GENERAL FUND	916.99
20	WATER FUND	160.17
TOTAL ALL FUNDS		1,077.16

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BANK	CLARENDON HILLS BANK	1,077.16
TOTAL ALL BANKS		1,077.16

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE	.....	APPROVED BY	.....
			.....
			.....