



# Village of Clarendon Hills Weekly Manager Reports

**1/24/2025**

- ✓ **Manager's Report**
- ☐ **Finance Dept. Report**
- ✓ **Public Works Dept. Report**
- ✓ **Community Dev. Dept. Report**
- ✓ **Police Dept. Report**
- ✓ **Fire Dept. Report**
- ✓ **Public Safety Director Report**

**Village Calendar of Meetings and Events  
can be found at**

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

## MEMORANDUM

**To:** Village President Tech and Board of Trustees  
**From:** Zachery Creer, Village Manager  
**Date:** January 24, 2025  
**Subject:** Weekly Report

- **Board Meeting** – The next board meeting is Monday, February 10<sup>th</sup>, at 6:30 PM at the Village Hall.
- **Chamber Thank You** – AVM Johnson, Chamber Director McDonald and I met with past Chamber President Jackie Sander for lunch. The Village wanted to thank past president Sander for her work on the Centennial and leading the Chamber for the last year.
- **Village Hall HVAC Project** – Contracts did an initial walk through with AVM Johnson and Supervisor Franco this week. Work is expected to begin on the Board Room unit next week.
- **Job Opening** – An offer was extended for the Fire Department Training Officer position. The new candidate is expected to start early February.
- **Architects-** Director Cage, President The and I met with Gary Weber Architects to review outdoor dining concepts on Prospect Ave.
- **Downtown Business and Property owner meetings-** President Tech and I continued meeting with Downtown Businesses and Property owners this week to review Village initiatives and listen to their concerns and ideas regarding our downtown.

## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** January 24, 2025  
**Subject:** Weekly Report

1. Crews were off on Monday for Martin Luther King Jr Holiday. Tuesday was focused on OSHA training modules due to the extreme cold temperatures.
2. The Village Engineer worked on quantities and exhibits for the outdoor dining projects on Park Avenue and on Railroad. We expect to review these items next week and then schedule a walk through to discuss the project with the preferred contractor.
3. We coordinated with the DuPage Water Commission on Tuesday and Wednesday regarding flow rates as they performed an electrical repair on their pumps.
4. Crews were out overnight Wednesday into Thursday to address the minor snowfall.
5. We took delivery of additional salt from both the state and county contracts.
6. We researched two additional pieces of equipment that would be used for sidewalk snow removal and other small-scale projects.
7. Two trucks of water main spoils were taken to the dump.
8. Crews continued trimming trees in the Stonegate area.
9. Trucks were cleaned and fueled at the end of the week.

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: January 24, 2025  
RE: Community Development Department Report

1. **Meeting:** Staff met recently with the owner and operator of Tierra Distilling.
2. **Code Enforcement:** The following code enforcement activities occurred this week:
  - Staff is working on bringing a property on Woodstock into property maintenance compliance.
  - Staff is anticipating the vacant residence on Juliet will be demolished soon.
3. **Meeting:** Staff met with the owners of the former Tracy's property on 55<sup>th</sup> Street this week.
4. **104 Walker:** The hole where the former vacant residence was located has been backfilled with topsoil.
5. **104 Walker/401 Park RFP:** The request for proposals (RFP) is due on Monday, January 27<sup>th</sup>.

**To:** Village Manager Creer  
**From:** Chief E. Leinweber  
**Date:** January 24, 2025  
**Subject:** Weekly Activity Report



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**Recent Training, Meetings and Events:**

- Officer Putna attended a class on Law Enforcement Interaction with Autistic Individuals.
- Officer Katsaros and Detective Pech attended training on Cryptocurrency and Dark Web Investigations.
- Sergeant Michalek attended a class on Supervisory Liability.
- Sergeant Finrock and I attended virtual training on The Duty to Intervene: "What Have We Learned Since George Floyd?"
- I attended the DU-COMM Police Operations Subcommittee and DuPage County Chiefs of Police Association monthly meetings.

**Recent incidents:**

January 17, 8:54pm, officers responded with FD personnel to a residence for the subject having a mental health crisis. Officers worked to calm the subject who was then transported by FD to the hospital for further assistance.

January 17, 9:52pm, while conducting traffic enforcement on Ogden Ave, officers observed a vehicle traveling w/b at a high rate of speed. Upon stopping the vehicle, officers learned the driver did not have a valid license. The driver was cited for speeding, no valid license and released on scene.

January 19, 5:55pm, officers responded with FD personnel to a residence for the subject having a mental health crisis. Officers worked to calm the subject who was then transported by FD to the hospital for further assistance.

January 19, 9:45pm, while conducting traffic enforcement on Chicago Ave, officers observed a vehicle traveling e/b at a high rate of speed. Upon stopping the vehicle, officers learned the driver did not have a valid license. The driver was cited for speeding, no valid license and released on scene.

January 21, 8:18am, officers responded to the report of a vehicle vs dog hit & run accident on the two-hundred block of Walker Ave. The dog had escaped from its residence and was struck by a vehicle traveling s/b. Officers conducted a canvass and searched for the vehicle involved with negative results.

January 21, 12:24pm, a resident came to the PD to make a delayed fraud report suffered via computer. The resident received a pop-up ad stating their computer had been infected. They were then instructed

to purchase internet protection via personal check. Sensing a fraud, the check was stopped prior to being cashed. Officers documented the incident with a report and provided advice.

January 21, 11:49pm, officers were dispatched to a multi-unit complex on Ann St to check on a subject who was yelling loudly outside the building. Officers spoke with the subject, who advised he didn't need any assistance from them. The subject, known to officers from prior contacts, had three active warrants for their arrest. The subject was taken into custody for the warrants and transported to the DuPage County Jail.

**Please remember to help us prevent crime by locking your homes and cars to deter criminal activity and theft.**



## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Fire Chief David Godek  
**Date:** January 24, 2025  
**Subject:** Weekly Department Report

1. Fire Prevention Bureau Activity.
  - Staff spoke with management at a condominium complex about a project in one of the buildings.
  - One residential sprinkler system final inspection was conducted.
2. Quarter Master:
  - Staff are preparing items for two new hires.
3. Emergency Medical Services Report:
  - Quotes were obtained for the refurbished Lucas 3 CPR device.
  - Staff attended the Loyola EMS Coordinator meeting on Tuesday.
4. Emergency Management Report:
  - Nothing to report this week.
5. Du-Comm Report:
  - The re-programming project we started in 2024 is complete.
6. Vehicle Maintenance:
  - Nothing to report this week.
7. Command Staff Meetings:
  - Staff attended the weekly fire department meeting.
8. Training:
  - Members trained in deploying hose lines and performed annual drive time.
9. We had very few calls related to extreme weather this week. As the thaw arrives, we might see more call activity related to extreme cold weather when the temperature rises next week.

## VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: January 24, 2025  
To: Village Manager Creer  
From: P. Dalen, Public Safety Director  
Subject: Weekly Activity Report

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### **Meetings and Events**

- Plans to implement Rescue Task Force cross training continue.
- Lexipol policy implementation continues.
- A conditional offer of employment was accepted by the new FD training/safety officer.
- I met with Chief Godek regarding several FD matters.