



# Village of Clarendon Hills Weekly Manager Reports

**2/7/2025**

- ✓ **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:** February 7, 2025  
**Subject:** Weekly Report

- **Board Meeting** – The next board meeting is on Monday, February 10th, at 6:30 PM at the Village Hall.
- **Village Hall HVAC Project** – Contractors are wrapping up the installation and retrofit of the furnaces at Village Hall, this phase of the project should be complete early next week. Condensers will be installed this Spring.
- **Downtown Business and Property owner meetings-** President Tech, Trustee Chaudhry 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. We met with Zabler Jewelers, Open Door, Amy Scott, and Tierra Distillery.
- **DuPage Municipal Tech Roundtable** – AVM Johnson attended DuPage County communities' municipal quarterly technology roundtable as the Village's representative.
- **104 Walker RFP-** President Tech, Trustee Chaudhry, and I met some of the groups with proposals for 104 Walker.
- **College of DuPage Ukiyo-e Public Art Project -** The Village has been invited to join College of DuPage's District 502 Waves of DuPage: Ukiyo-e Public Art Project. So far 14 Communities and the Morton Arboretum have agreed to participate. Resident Artist Rich Ho will render an image of each community in a ukiyo-e-style.

**MEMORANDUM**

**To: Zachery Creer, Village Manager**  
**From: Brendan McLaughlin, Public Works Director**  
**Date: February 7, 2025**  
**Subject: Weekly Report**

1. Last Friday evening crews were called in to salt streets and Downtown sidewalks.
2. Saturday was the first day of February, so water meters were read that morning.
3. A speed sign knocked over by an errant driver over the weekend was retrieved on Monday. Some parts were salvaged, and replacement parts were ordered for the pieces that could not be salvaged.
4. Crews responded to another home with a frozen culvert holding water back from draining.
5. Tree trimming continued in the Stonegate area.
6. A meeting was held with the Village Engineers to discuss options to increase water pressure in the area south of 55<sup>th</sup> Street near Western.
7. Office work began for the Spring Tree Planting Program.
8. Manual meter reads were conducted on Tuesday.
9. A fire hydrant was struck on Park Avenue on Tuesday night. A repair was postponed until Friday due to other priorities.
10. Wednesday brought us a water main break in the rear yard on Iroquois first thing in the morning.
11. A second water main was called in at 4:30 in the afternoon. Again, the water main was in the rear yard. This break was on Mohawk about a block north of the other main break.
12. While that water main was being repaired, the rest of the crew came in to start salting streets due to the freezing rain. Crews continued salting until 3:30 AM as the precipitation continued for most of the night.
13. Thursday morning crews were in and touched up streets, Downtown sidewalks, and the train platforms where ice was starting to refreeze.
14. Additional work on Thursday was focused on trying to clean up the yards and the equipment from the water main break. A temporary fence was installed in one yard as a fence panel had to be removed to access the water main.
15. Additional work this week included collecting water samples and delivering them to the lab, replacing non-reading meters, and replacing water meter transmitters that had failed.
16. A salt order was placed in order to restock for future snow events.

To: Village Manager Creer  
From: Chief E. Leinweber  
Date: February 7, 2025  
Subject: Weekly Activity Report

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**Recent Training, Meetings and Events:**

- Sergeant Robak attended a class on Asset Forfeiture procedure.
- I attended training on Key trends in Public Safety and Public Safety Leadership Skills.
- I attended the monthly Chiefs networking meeting in Hinsdale.

**Recent incidents:**

January 31, 7:31pm, officers responded to the Jewel/Osco for a delayed retail theft report. Multiple suspects were identified in theft of a large amount of cosmetics products. Investigations is working further with the store loss prevention department.

February 1, 1:05pm, officers responded to a residence for the report of a subject having a mental health crisis. Officers were able to calm the subject and provided assistance as necessary.

February 1, 10:16pm, officers responded to a residence for a loud noise complaint. Upon arrival, officers determined a loud underage party was the source of the noise. The unaware homeowners were contacted by officers and advised of the situation. Further investigation is pending.

February 3, 12:04pm, the driver of a vehicle traveling N/B Holmes near 55<sup>th</sup> St was stopped and cited for operating a vehicle with a suspended license. The driver was cited and released on scene.

February 4, 10:46am, the driver of a vehicle traveling W/B on Ogden Ave near Coe Rd was stopped and cited for operating a vehicle with a suspended license. The driver was cited and released on scene.

February 5, 8:04pm, officers observed a vehicle traveling E/b on Ogden Ave near Woodstock at a high rate of speed. The vehicle was stopped, and the driver was cited for misdemeanor speeding. The driver was released on scene.

February 6, 8:46pm, officers and the CHFD responded to a residence for the report of a subject having a mental health crisis. Officers worked to calm the subject and provided assistance as necessary. The subject was transported to the hospital for evaluation.

**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: February 7, 2025**  
**Subject: Weekly Department Report**

1. Fire Prevention Bureau Activity.
  - Trouble fire alarms were reviewed.
  - False fire alarm billing was completed.
2. Quarter Master:
  - New gas meters placed into service.
  - The vendor repaired the vehicle ventilation pipe.
  - A lot of station re-organizations were completed this week.
3. Emergency Medical Services Report:
  - Loyola EMS approved our proposal to place our second ambulance into service. We will continue the process of placing this vehicle in service. We anticipate by the end of March to complete this process.
4. Emergency Management Report:
  - Staff worked on updating the plan, and the next meeting is February 13, 2025
  - New MABAS 10 box cards were completed.
5. Du-Comm Report:
  - Du-Comm completed our most recent channel guide.
6. Command Staff Meetings:
  - Staff attended the weekly Fire department meeting.
  - The Officers' meeting was on Wednesday.
7. Training:
  - New Training Captain Martin Henry started this week.
  - Hinsdale Fire Dept. conducted fire training this week and did an outstanding job as usual.
8. We had limited calls on Wednesday night related to the ice storm. DuPage County has seen a spike in ice-related calls.

## VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: February 7, 2025  
To: Village Manager Creer  
From: P. Dalen, Public Safety Director  
Subject: Weekly Activity Report

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### **Meetings and Events**

- I attended the weekly department head meeting.
- Chief Godek and I had several meetings.
- Fire staff is revamping its onboarding procedure.
- Lexipol policy implementation continues.
- I attended the fire officers' meeting. Several training expectations were implemented.
- I attended the fire staff meeting.