



Village of Clarendon Hills

Weekly Manager Reports

3/7/2025

- 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

MEMORANDUM

To: Village President Tech and Board of Trustees
From: Zachery Creer, Village Manager
Date: March 7, 2025
Subject: Weekly Report

- **Board Meeting** – The next board meeting is on Monday, March 17th, at 6:30 PM at the Village Hall.
- **DMMC Manager's Meeting**- I attended the monthly DMMC Manager's meeting.
- **Municipal Utility Tax Underpayment**- I attended a seminar about a possible issue regarding the underpayment of taxes.
- **DMMC State Rep Meeting**- On Friday, I attended a meeting hosted by DMMC with new State Rep. Deuter.
- **Health Insurance Renewal** – AVM Johnson attended a benefits renewal meeting with IPBC, the Village's Health Insurance provider. Rates are set to increase dramatically, averaging 11% across the Village's plans.
- **IRMA Facilities and Underwriting Questionnaire** – AVM Johnson is working with Departments to complete the Village's general liability insurance underwriting questionnaire.
- **FD Meetings**- Manager Creer and Director Dalen continue to attend weekly meetings with Fire Department management to assist with streamlining roles, training, and working with neighboring communities.

MEMORANDUM

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

1. Water meter reading took place on Saturday, March 1st.
2. Crews worked through the non-read or problem list on Monday.
3. A few branches were picked up from around the Village following the strong winds over the weekend.
4. Work began on updating the Village Hall Lower-Level Conference Room.
5. The mechanic performed general maintenance work on a number of police vehicles.
6. Spoils from watermain breaks were hauled to the dump.
7. Water samples were collected and taken to the lab.
8. Trees were ordered for Spring planting.
9. Letters were sent to homes eligible for tree planting asking for their selection from the varieties selected for this year.
10. A number of stumps were ground out.
11. Monthly reports were prepared and submitted to the Illinois EPA.
12. Potholes were filled.
13. A watermain break was repaired on Hiawatha in the Blackhawk Heights subdivision.
14. A leaking RPZ valve was repaired at the train station maintenance closet.
15. A failing storm structure was replaced in the parking lot of the Fire Station.
16. A salt run occurred Friday morning as freezing rain/snow is anticipated throughout the day.



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MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: March 7, 2025
RE: Community Development Department Report

1. **Meeting:** Staff had a meeting with the Building Division Staff to review inspection and plan review processes.
2. **ZBA/PC Meeting:** At the recent 3/6/25 ZBA/PC meeting, the proposed Zoning Text Amendments relating to fences and permits was continued to the next available ZBA/PC meeting. There are some further proposed changes that will be incorporated into the final code amendment document.
3. **Meeting:** Staff had a meeting with the proposed developer of the former Tracy's property. At this time, it does not seem that a proposed development application will move forward.
4. **Meeting:** Staff had a meeting with a local developer who is interested in building a new rowhouse product within the Village.

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



Recent Training, Meetings and Events:

- Detective Pech attended a two-day course on Social Media & Open Source Investigations.
- Sergeant Finfrock attended a database planning workshop at DuPage County.
- Sergeant Finfrock along with school resource officers from HPD and BRPD taught a staff safety class at Walker School.
- Sergeant Finfrock and I attended an ETSB virtual meeting.
- I attended training on the new "Karina's Law" pertaining to domestic violence and firearm search warrants.
- I attended the monthly Chief's networking meeting in Hinsdale.

Recent incidents:

February 28, 8:10pm, a vehicle was stopped for a misdemeanor speeding violation on 55th St near Bentley. The driver was cited, issued a court date, and released.

March 1, 1:22am, a vehicle was stopped for a speeding violation on Ogden Ave near Middaugh. Officers discovered the driver also had two valid warrants for their arrest. The driver was cited for speeding and transported to the DuPage County Jail on the warrants.

March 2, 8:19pm, a vehicle was stopped for having suspended registration on Chicago Ave near N Richmond. The driver was unable to provide officers with proof of a valid driver's license or vehicle insurance. Citations for suspended registration, no valid driver's license, and operating an uninsured motor vehicle were issued and the car was towed.

March 2, 10:53pm, officers responded to a multi-unit dwelling for a disturbance due to suspected theft of property from the lobby vestibule. Officers made contact with a suspect who was in possession of the suspected stolen property. The suspect was charged with theft, disorderly conduct and assaulting persons.

March 3, 1:42pm, officers responded to a residence for a subject having a mental health crisis. The subject was evaluated by officers and medics on scene and subsequently transported to the hospital for further assistance.

March 4, 4:32pm, a resident met with officers at the station to file a fraud report. Officers provided advice along with fraud resources and are investigating further.

March 6, 2:51am, a vehicle was stopped for a misdemeanor speeding violation on S/B Rte 83 near 55th St. The driver was cited, issued a court date, and released.

March 6, 2:17pm, a vehicle was stopped for having suspended registration while traveling W/B on Ogden Ave near Middaugh. The driver had a suspended license and was unable to provide officers with valid proof of insurance for the vehicle. Citations were issued for suspended registration, driving while license suspended and operating an uninsured motor vehicle. The vehicle was towed from the scene.

March 6, 10:21pm, officers responded to a residence for a domestic disturbance call. Officers were able to diffuse the situation between the parties involved, provided advice and domestic resources.

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

Text Phishing Scam Alert: The Illinois Tollway has been alerted to a text message phishing scam claiming that recipients owe money for unpaid tolls and detailing a specific outstanding toll amount. These are not legitimate messages from the Illinois Tollway.

If you receive a text, please check your account online <https://illinoistollway.com/> or call the customer service center at 1-800-UC-IPASS (1-800-824-7277) from 7 a.m. to 8 p.m. on weekdays. *Customer Call Center hours have been temporarily extended to 8 p.m. due to higher than normal call volume.* If you receive a phishing text, please file a complaint at www.ic3.gov. That is a site dedicated to sharing information on Internet crimes across law enforcement agencies.



MEMORANDUM

To: Zachery Creer, Village Manager
From: Fire Chief David Godek
Date: March 7, 2025
Subject: Weekly Department Report

1. Fire Prevention Bureau Activity.
 - Fire inspections were sent to Finance to be invoiced.
 - Two vacant commercial spaces have fire alarms in trouble, and management was notified.
 - I'm working with Johnson Controls on a fire alarm project at Village Hall. This week, we met, and I'm waiting for a quote for the project.
2. Quarter Master:
 - Fit tester was delivered to Darien Woodridge FD.
 - FF/PM Gloodt has become the Quarter Master of Protective Clothing.
 - Uniforms picked up from embroidery for two employees.
 - Uniforms dropped off at the embroidery shop.
 - Corrections made to our uniform t-shirt silk screen design.
3. Emergency Medical Services Report:
 - New equipment is placed on both Ambulances in preparation for IDPH inspections at the end of the month.
4. Emergency Management Report:
 - I attended a demonstration of the Fulton Siren system. This system is automated and activates on Tornado warnings.
5. Du-Comm Report:
 - I attended the Support Services meeting this week.
 - The Fleet Map of our ETSB radios was completed as we are moving closer to delivering these new portable radios.
 - A request for clarification was sent to address vehicle response.
6. Command Staff Meetings:
 - Staff attended the weekly Fire department meeting.
 - I met with the Oak Brook Fire Chief and discussed several things.
 - We are working on several sharing of services items with Westmont FD from our previous meeting.

7. Training:
 - This week, ten members conducted training on monitoring emergency scenes with gas meters.
8. Engine 86 and Ladder 86 were serviced this week, and both units are in full service.



VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: March 7, 2025

To: Village Manager Creer

From: P. Dalen, Public Safety Director

Subject: Weekly Activity Report



Meetings and Events

- The Lieutenant testing process has been scheduled for late June (assessment center) and mid-July (written test). The testing notice has been posted.
- Manager Creer, fire staff, and I met for our weekly meeting. The training Captain was able to give staff an update on the training program. Good things are happening.
- Lexipol policy implementation continues.
- I attended the weekly department head staff meeting.