



Village of Clarendon Hills

Weekly Manager Reports

7/18/2025

- 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: July 18, 2025
Subject: Weekly Report

- **Board Meeting** – The next board meeting is Monday, July 21, at 6:30 PM at the Village Hall.
- **Finance Committee** - The Finance Committee met Tuesday night to discuss budget instructions and pension funding.
- **Mycroft Row**- Director McLaughlin, Director Cage and I met with Mycroft row development team to finalize some outstanding punch list items.
- **DuPage County Workforce Development** – Assistant Johnson met with a representative of the DuPage County Workforce Development Division about services the Division can offer to the Village and other Clarendon Hills businesses. Services include job postings, on the job training, and internships.
- **Joint Chamber & Village Position** – The Village and Chamber are looking for a Communications Intern/Digital Marketing Assistant. Interviews for this position took place this week an offer will be made early next week with an expected start date of mid-August.
- **Dancin' in the Street** - This event continues every Wednesday night, our Public Works staff and Officers do a great job assisting the Chamber of Commerce with this event.
- **Farmers Market** - The Chamber of Commerce Farmers Market had another excellent turnout this week. It is held every Thursday morning from 7 am to 1 pm in front of the Village Hall. Be sure to stop by next Thursday. Check out the Chambers website for more information.
<https://www.clarendonhillschamber.com/>

MEMORANDUM

To: Zachery Creer, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: July 18, 2025
Subject: Weekly Report

1. Crews replaced broken curbs and sidewalks near Prospect School.
2. Mowing of Village properties was completed.
3. Monthly water samples were collected.
4. New water service inspections, water service disconnects and other appts were completed by staff.
5. Monthly reports for the EPA were completed.
6. On Wednesday evening, staff was contacted about a tree that was struck by lightning on 100 block of Arthur. A large limb was removed, and the tree has been marked for removal.
7. Minor storm damage was picked up following Wednesday's fast-moving storm.
8. Brush and wood chips were hauled off-site.
9. Staff attended a quarterly meeting for DuPage Water Commission.
10. Tree evaluations were completed and added to the removal list if necessary.
11. Work on Chicago Avenue is progressing. The detour on Chicago Avenue was lifted on Monday. The detour on Middaugh should end today. The remaining concrete work is slated to end next week. Some asphalt work and striping will follow along with some ADA related traffic signal modifications.

MEMORANDUM

TO: Zach Creer, Village Manager
FROM: Ed Cage, AICP, Community Development Director
DATE: July 18, 2025
RE: Community Development Department Report

1. **Meeting:** Staff had a meeting with the Village Manager, Public Works Director and the developer and builder of Mycroft Row Phase II. The purpose of the meeting was to provide a project timeline for the completion of the project.
2. **Code Enforcement:** The following code enforcement activities occurred this week:
 - 250 block of Woodstock Assistance with violations- Notice to go out.
 - 58th x Holmes-Overgrown bushes- Out of village jurisdiction.
 - 57th x Holmes- Line of sight intersection- Notice to go out.
 - 10 block of Indian- Drainage- Just underway with resident.
 - 31 block of Chestnut- Staff met with resident and our Engineer on matter.
 - 110 Block of Oxford- Home is moving closer to finals.
 - Staff are working on several projects with our legal team.
 - The Village Building Codes are being updated as we move to the most current ICC update. This is a large project that's now underway.
3. **ZBA/PC Regular Meeting:** The next ZBA/PC meeting will be on August 7th with a public hearing being scheduled for 104 Walker Ave and 301 Park Ave. The newspaper notice has already gone out and the sign will be posted, and the notices will be mailed out early next week.
4. **Virtual Meeting:** Staff had a follow-up meeting with the proposed owner and operator of the Prospect Tavern business.

To: Village Manager Creer
From: Chief E. Leinweber
Date: July 18, 2025
Subject: Weekly Activity Report



Recent Training, Meetings and Events:

- Two officers were assigned to assist with vehicle and pedestrian traffic during the Championship Swim Meet held at the Hinsdale Gold Club on Saturday, July 12.
- Staff met with IT provider Orbis to evaluate the Village camera system in the business district and train platforms.
- Detective Pech is conducting background investigations on a potential new police officer candidate. The department currently has one open position to fill.
- Construction continues on Chicago Ave between Middaugh and Coe/Norfolk roads.

Recent incidents:

July 11, 8:01am, a vehicle traveling on Rte 83 near 55th St was stopped for having suspended registration. The driver was unable to provide a valid license to drive or proof of insurance for the vehicle. The driver was cited for operating an uninsured motor vehicle, no valid license, operating an uninsured motor vehicle and released with a mandatory court date. The vehicle was towed from the scene.

July 11, 8:50am, a vehicle traveling on 55th St near Western Ave was stopped for having expired registration. The driver was unable to provide a valid license to drive or proof of insurance for the vehicle. The driver was cited for having expired registration, no valid license, operating an uninsured motor vehicle and released with a mandatory court date. The vehicle was towed from the scene.

July 11, 5:00pm, a vehicle traveling on 55th St near Rte 83 was stopped for having expired registration. The driver also had a suspended license. The driver was cited for having expired registration, driving while license suspended and released with a mandatory court date. The vehicle was towed from the scene.

July 12, 7:24am, officers identified a subject on the three hundred block of Park Ave who had an outstanding arrest warrant for domestic battery out of Wheaton. The subject was taken into custody and transported to the originating agency for processing.

July 12, 2:35pm, officers stopped a vehicle traveling on Ogden Ave near Coe Rd for the driver having a suspended license. The driver was cited for driving while license suspended, issued a mandatory court date, and released.

July 13, 1:43am, officers stopped a vehicle for traveling at more than double the posted 55 mph speed limit on Rte 83 near 55th St. The driver was also unable to provide valid proof of insurance for the vehicle. The driver was cited for misdemeanor speeding, operating an uninsured motor vehicle and released with a mandatory court date.

July 15, 12:11am, officers stopped a vehicle for traveling at more than double the posted 35 mph speed limit on Ogden Ave near Rte 83. The driver displayed indicia of alcohol intoxication and was taken into custody. The driver was charged with speeding, illegal transportation of open alcohol, operating an uninsured motor vehicle and DUI alcohol. The vehicle was towed from the scene. While in custody, the driver was also served with an outstanding notice for an order of protection. The driver was released with mandatory court dates.

July 15, 5:49pm, officers responded to a residence for the subject experiencing a mental health crisis. The subject was transported to the hospital for further assistance by the CHFD and a CHPD officer.

July 17, 9:52, after clearing an unrelated traffic stop, officers were flagged down by employees of a business on the three hundred block of Holmes Ave. They advised that a suspected retail theft offender just left the store. Officers located the subject nearby and attempted to further the investigation into the matter. However, the subject was uncooperative and obstructed the officers from doing so. The subject was taken into custody, charged with obstructing a peace officer, served with a no-trespass order for the business and released with a mandatory court date.

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: July 18, 2025
Subject: Weekly Department Report

Fire Prevention Bureau Activity.

- I'm working with 288 Oxford Apartment to switch the fire alarm submittal to an addressable panel.
- Crew advised the building owner to contact their alarm company due to a device malfunction on Thursday.
- One residential sprinkler final inspection was completed on Wednesday.
- Mycroft Row Townhomes is moving closer to completing the fire alarm and sprinkler system.

Quarter Master:

- Polo shirts were picked up at the embroidery shop for members.
- New fire helmets arrived this week for new hires.

Emergency Medical Services Report:

- Medic 87 had transported due to multiple ambulance calls on Tuesday.
- EMS equipment arrived on Tuesday, along with the organization of the EMS cabinet by Paramedic Rebecca Gonzalez.
- I reached out to our neighboring fire departments to confirm that Chicago Ave. is open for Ambulance traffic to and from Hinsdale Hospital and fire response in that area.
- EMS Coordinator John McReynolds attended the Loyola EMS meeting this Tuesday.

Emergency Management Report:

- A severe storm moved through the village on Thursday, causing several power lines to come down, and the village's generators ran for approximately thirty minutes.

Du-Comm Report:

- I reached out to address an ISO Review section that pertains to dispatching.
- No Du-Comm meetings this week.
- Du-Comm moved to storm mode on Thursday for the storm that moved through the county.

Command Staff Meetings:

- We met and discussed agenda items on Wednesday.
- Staff met with FGM to discuss the new Fire Station project.

Training:

- The Explorer group has departed for training at IFSI on Thursday.
- The IFSI Driving Simulator is scheduled to allow drivers to experience the driving simulator
- Assistant Training Officer Penn is working on two training programs for members.
- FAE students will have until November 2025 to complete OSFM testing. Students who are unable to complete the course will be required to retake it.
- Training Room reorganized on Wednesday.

New Employees:

- We reviewed applications on hold and will conduct interviews next week.
- We continue to process five candidates in our pipeline.
- No new applications were received this week.
- The total of seven candidates, with five in the hiring process, and two of whom we will interview.
- A special thanks goes out to HR Director Johnson, Kari Krzemkowski, and the Police Detective Division, that was instrumental in getting a lot of people through our hiring process as quickly as possible.
- DC DeLillo and EMS Coordinator McReynolds did a lot to get people onboarded, in all our RMS systems so that new employees can operate our systems. There is a lot that goes into getting a new employee up and running.

Building Maintenance:

- New sprinklers are due to be scheduled next week.
- Two fire extinguishers are in the shop from the annual service.
- The invoice for the Fire alarm was completed on Thursday for the Village Hall project.
- We are working towards the Keltron for the AED at the Train Station Depot.

Vehicle Maintenance:

- Ladder 86 was brought back to the station in service on Wednesday after having the motor replaced.
- The Engine 86 foam gauge needs to be recalibrated by our dealer.
- I contacted the Engine 86 dealer on Thursday, as we noted the cab shifted. This may be due to a broken or missing shim on the cab, causing a slight shift.
- On Thursday, I placed a request to conduct annual service on both ambulances.
- Ladder 86 was sent back out of service on Wednesday to our dealer to have two issues resolved and should be returning on July 18, 2025.
- On May 14th, 2025, Ladder 86 suffered a blown fuel injector of the new Paccar motor. The entire motor was replaced under warranty, and the vehicle was returned to service on July 16th, 2025. The Peterbilt shop stated that the fuel injector issue is one that the manufacturer is aware of and is trying to correct. The failure occurred without warning, and according to Peterbilt, there was nothing we could have done to prevent it. We hope this was an isolated issue and there's nothing special we need to do moving forward.
- We are in contact with our Mechanic to arrange annual maintenance on the Engine and Ladder, which includes ground ladder testing and pump testing.



VILLAGE OF CLARENDON HILLS PUBLIC SAFETY

DATE: July 18, 2025

To: Village Manager Creer

From: P. Dalen, Public Safety Director

Subject: Weekly Activity Report



Meetings and Events

- Staff is in the process of onboarding several new firefighters/paramedics.
- Lexipol policy implementation continues.
- I attended several staff meetings
- Staff met with a representative from FGM Architects regarding the new fire station.
- Staff is met with an IT representative regarding our camera system.
- The Metro contract employee with be starting next week.