



Village of Clarendon Hills

Weekly Manager Reports

8/1/2025

- 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: August 1, 2025
Subject: Weekly Report

- **Board Meeting** – The next board meeting is Monday, August 18th, at 6:30 PM at the Village Hall.
- **Park Ave Streetscape** – Staff meet with landscapers regarding Park Ave streetscape for existing and possible future public areas at Park and Eastern and Park and Walker.
- **2026 Budget** – The budget process has begun with Departments preparing Capital Budget proposals this week. AVM Johnson and I met regarding Village Hall and technology capital requests today.
- **Fire Department Staffing** – AVM Johnson onboarded 5 paramedics or firefighter paramedics this week. This includes the contract firefighter paramedic from Metro Paramedic Services.
- **Dancin' in the Street** – We were disappointed with the rain that resulted in this week's concert being cancelled. Just one more Wednesday night left, for this Chamber of Commerce event. Listen to "Big Suit" on August 6th!
- **Farmers Market** - The Chamber of Commerce Farmers Market was busy as ever this week. This event 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/>

To: Village Manager Creer
From: Chief E. Leinweber
Date: August 1, 2025
Subject: Weekly Activity Report



Recent Training, Meetings and Events:

- Detective Pech completed the background investigation portion of the testing process for a potential probationary police officer candidate.
- Sergeant Robak completed a 32-hour police officer bike patrol training class.
- CHFD lieutenant testing was held at the police department training room.
- Sergeant Finfrock and I met with CCSD 181 Superintendent Garcia and staff to discuss curriculum to be taught by police school liaison officers as well as summer school procedure for next year.
- I represented the Village at a worker's comp hearing held at the Kane County Civil Courthouse in Geneva.
- The department provided a "Lights & Sirens" procession escort to the State Champion Clarendon Hills 12-Year-Old Boys Little League Team, who are on their way to Whitestown, IN, to compete in Regionals.

Recent incidents:

July 25, 7:53am, a third-party caller reported that the emergency vehicle access gates in the Lions Pool parking lot appeared to have been damaged. Follow-up investigation by officers revealed the damage was caused by a vehicle driving through the gates and leaving the scene. Further investigation is ongoing.

July 25, 12:36pm, officers assisted a business owner with a civil dispute involving a subcontractor they no longer wanted on the property. The subcontractor was contacted and advised not to return.

July 25, 10:25pm, a vehicle was stopped for a registration violation on Ogden Ave near Pasquinelli Drive. The driver was unable to provide proof of insurance for the vehicle and had a revoked license. Citations were issued for suspended registration, uninsured motor vehicle and driving while license revoked. The driver was released with a mandatory court date. The vehicle was towed and submitted for seizure.

July 26, 11:41am, officers responded to a residence for a domestic dispute. The dispute was between family members and verbal in nature. The parties agreed to separate for the remainder of the day. Domestic resources and advice were provided.

July 26, 8:03pm, officers responded to a residence for the report of a domestic battery between family members. Investigation on scene revealed one of the parties was physically struck by the other with visible indication of such. The offending party was taken into custody and charged with two counts of domestic battery before being transported to the DuPage County Jail.

July 27, 2:43pm, a business on Holmes Ave called to have a solicitor removed from the property. Officers made contact with the subject in question and determined they had previously been served with a no-trespass order advising them not to return. The subject was cited for trespass, released with a court date, and advised again not to return to the property.

July 30, 12:17am, a third-party caller reported a vehicle with heavy damage had struck a parked car and was stopped in the area of Ann St and Eastern Ave. Upon arrival, officers made contact with the driver of the vehicle who was exhibiting indicia of alcohol intoxication. After investigation, the driver was taken into custody and charged with failure to reduce speed to avoid an accident, driving a motor vehicle on the sidewalk, DUI alcohol, and DUI with a BAC of 0.08 or more. The vehicle was towed from the scene. Further investigation revealed the driver also struck and damaged fixed planter boxes in the business district.

July 30, 8:47am, officers responded to the Lutheran Church of Clarendon Hills parking lot for the report of an accident with the vehicle in a ditch. The suspected driver had fled the scene prior to officer arrival. The vehicle was towed from the scene with further investigation pending. The same subject is suspected of committing a retail theft of alcohol from the Jewel Osco after fleeing the accident scene.

July 30, 9:50am, officers spoke with a resident regarding a package delivered by the USPS that appeared to have been opened with the item removed prior to delivery. The resident was advised the investigation was the jurisdiction of the US Postal Inspector as the alleged theft occurred prior to the package being delivered to the residence.

July 30, 5:12pm, the owner of an electric scooter came to the station to report it was stolen from the train depot bike rack sometime during the day. Officers are reviewing video footage of the incident and investigating further.

July 31, 6:51pm, a vehicle was stopped in the area of Clarendon Hills Road and 56th Place for a speeding violation. Officers learned the driver had a suspended license and was unable to show proof of insurance for the vehicle. Citations for speeding, operating an uninsured motor vehicle and driving while license suspended were issued. The driver was released with a mandatory court date and the vehicle was towed.

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: August 1, 2025
Subject: Weekly Department Report

Fire Prevention Bureau Activity.

- On Tuesday, I spoke with FSCI regarding a new residential sprinkler system review.
- Several fire alarms were restored from power outages.
- On Tuesday, I spoke with Mycroft Townhomes regarding the final inspections.
- On Tuesday, I met with Seton Montessori regarding the malfunction of their fire alarm system that would not reset.
- One fire alarm was taken out of service at the request of an association due to an HVAC installation.

Quarter Master:

- Two new team members were issued uniforms this week.

Emergency Medical Services Report:

- M87 OOS to shop in Elmhurst on Tuesday.
- Loyola EMS sent the summer audit of our providers.

Emergency Management Report:

- We are in the process of obtaining contacts for EOC.

Du-Comm Report:

- DC DeLillo and I checked the new test fire Starcom radios for new programming. This was completed, and the test radios will be returned to ETSB to have the three new radio banks installed. We tried to keep our changes in the channel programming minimal to limit the impact of the latest radios on operations. I worked with the area Chiefs to align operational channels to assist responders operationally.

Command Staff Meetings:

- We canceled the command staff meeting due to conflicting schedules.

Training:

- Shift training is continuing through Vector assignments, with shift members training on these assignments
- Training Officer Henry is working on getting the IFSI driving simulator for our members.
- Assistant Training Officer Penn is working on multiple training projects.
- 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.
- On Thursday, I requested a quote to have a company come in and test our firehose.

New Employees:

- One new team member started this week.
- No new applications were received this week.
- One new team member came in to pick up paperwork and go to the last stage of the hiring process in occupational health testing.
- Three other team members are moving towards their final steps. We are working closely with HR Director Johnson on our onboarding.

Building Maintenance:

- GenServe completed the final start-up settings for the station Generator. The maintenance is completed, and the Generator is in standby for emergency use.
- GenServe completed maintenance on the Generator at Village Hall w/o incident.
- Our Electrician was here on Tuesday and made a repair of a broken breaker and restored devices that were out due to that failure.
- We requested a quote to replace the UPS batteries.

Vehicle Maintenance:

- Ladder 86 went back to Peterbilt to replace a fuel injector that fouled with an engine light and was brought back on Tuesday.
- We are waiting on the repair instructions for the rear suspension shim work on E86.
- On Monday, Utility 87 was brought to Packey Webb Ford to replace the blower motor in the dashboard.



- On Tuesday, Oil was changed to C86 vehicle at Public Works.
- On Tuesday, M87 was brought to the Freightliner dealership to repair an air leak that appears to be in the dashboard.



VILLAGE OF CLARENDON HILLS
PUBLIC SAFETY

DATE: August 1, 2025

To: Village Manager Creer

From: P. Dalen, Public Safety Director

Subject: Weekly Activity Report



Meetings and Events

- Lexipol policy implementation continues.
- I attended several staff meetings.
- Staff is working on budget items.
- The Metro contract employee will be starting today.

ACS FINANCIAL SYSTEM
07/31/2025 10:22:08

Claims Register

VILLAGE OF CLARENDON HILLS
GL050S-V08.22 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 080125 COMMENT... IPBC AUGUST

DATA-JE-ID DATA COMMENT

M-08012025-999 IPBC AUGUST

Run Instructions:

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

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
	INTERGOVERNMENTAL PERSON	42399						
	LIB HEALTH/LIFE INS	3,570.30	DUE FROM CH LIBRARY	01.000.1340			999	00009
	LIB DENTAL INS	180.50	DUE FROM CH LIBRARY	01.000.1340			999	00019
	RET HEALTH INS	2,746.94	RETIREE/COBRA INSURANCE	01.000.1375			999	00010
	RET DENTAL INS	372.33	RETIREE/COBRA INSURANCE	01.000.1375			999	00020
	SUPP LIFE INS	152.95	EMPLOYEE SUPP. INS. CONT	01.000.2031			999	00024
	WEX & COMPSYCH FEES	228.11	EMPLOYEE HEALTH & SAFETY	01.510.4115			999	00023
	HEALTH/LIFE INS	4,025.11	HEALTH/DENTAL INSURANCE	01.510.4120			999	00001
	DENTAL INS	191.82	HEALTH/DENTAL INSURANCE	01.510.4120			999	00012
	HEALTH/LIFE INS	4,976.92	HEALTH/DENTAL INSURANCE	01.512.4120			999	00002
	DENTAL INS	191.82	HEALTH/DENTAL INSURANCE	01.512.4120			999	00013
	PSEBA	2,292.34	PSEBA	01.520.4117			999	00004
	HEALTH/LIFE INS	22,446.17	HEALTH/DENTAL INSURANCE	01.520.4120			999	00003
	DENTAL INS	947.78	HEALTH/DENTAL INSURANCE	01.520.4120			999	00014
	HEALTH/LIFE INS	7,416.27	HEALTH/DENTAL INSURANCE	01.530.4120			999	00005
	DENTAL INS	105.50	HEALTH/DENTAL INSURANCE	01.530.4120			999	00015
	HEALTH/LIFE INS	7,398.71	HEALTH/DENTAL INSURANCE	01.540.4120			999	00006
	DENTAL INS	437.79	HEALTH/DENTAL INSURANCE	01.540.4120			999	00016
	HEALTH/LIFE INS	4,974.02	HEALTH/DENTAL INSURANCE	01.550.4120			999	00007
	DENTAL INS	182.23	HEALTH/DENTAL INSURANCE	01.550.4120			999	00017
	HEALTH/LIFE INS	3,393.41	HEALTH/DENTAL INSURANCE	20.560.4120			999	00008
	DENTAL INS	150.06	HEALTH/DENTAL INSURANCE	20.560.4120			999	00018
	RET HEALTH INS	3,003.26	RETIREE/COBRA INSURANCE	71.000.1375			999	00011
	RET DENTAL INS	191.82	RETIREE/COBRA INSURANCE	71.000.1375			999	00021
	RET DENTAL INS	99.06	RETIREE/COBRA INSURANCE	72.000.1375			999	00022
		69,675.22	*TOTAL					
		69,675.22	**CLAIMS TOTAL					

ACS FINANCIAL SYSTEM
07/31/2025 10:22:08

Claims Register

VILLAGE OF CLARENDON HILLS
GL540R-V08.22 PAGE 2

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
REPORT TOTALS:		69,675.22						

RECORDS PRINTED - 000024

ACS FINANCIAL SYSTEM
07/31/2025 10:22:08

Claims Register

VILLAGE OF CLARENDRON HILLS
GL060S-V08.22 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	62,837.61
20	WATER FUND	3,543.47
71	POLICE PENSION FUND	3,195.08
72	FIREMEN PENSION FUND	99.06
TOTAL ALL FUNDS		69,675.22

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BANK	CLARENDRON HILLS BANK	69,675.22
TOTAL ALL BANKS		69,675.22

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

DATE APPROVED BY

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ACS FINANCIAL SYSTEM
07/31/2025 11:31:10

Claims Register

VILLAGE OF CLARENDON HILLS
GL050S-V08.22 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 080725 COMMENT... NICOR 08.07.25

DATA-JE-ID DATA COMMENT

M-08072025-022 MANUAL W/O 08.01.25

Run Instructions:

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

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
002025	NICOR GAS 212 BURLINGTON 316 PARK	60720 61.10 243.64 304.74 304.74	UTILITIES UTILITIES *TOTAL **CLAIMS TOTAL	01.546.4235 01.534.4235	212Burling0807 316Park080725		022 00002 022 00004	
2025	NICOR GAS 1 N PROSPECT 261 ANN 448 PARK 452 PARK 452 PARK	60720 60.96 65.38 175.00 124.98 67.29 493.61 493.61	UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES *TOTAL **CLAIMS TOTAL	01.514.4235 20.560.4235 01.523.4235 01.546.4235 20.560.4235	1NPROSPECT0807 261ANN080725 448Park080725 452PARK080725 452PARK080725		022 00001 022 00003 022 00005 022 00006 022 00007	

ACS FINANCIAL SYSTEM
07/31/2025 11:31:10

Claims Register

VILLAGE OF CLARENDON HILLS
GL540R-V08.22 PAGE 2

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID	LINE
REPORT TOTALS:		798.35						

RECORDS PRINTED - 000007

ACS FINANCIAL SYSTEM
07/31/2025 11:31:10

Claims Register

VILLAGE OF CLARENDON HILLS
GL060S-V08.22 RECAPPAGE
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	665.68
20	WATER FUND	132.67
TOTAL ALL FUNDS		798.35

BANK RECAP:

BANK	NAME	DISBURSEMENTS
	CLARENDON HILLS BANK	798.35
TOTAL ALL BANKS		798.35

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

DATE APPROVED BY
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