

# Village of Clarendon Hills

## Weekly Manager Reports

**8/22/2025**

- 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:** Mera Johnson, Assistant Village Manager/HR Director  
**Date:** August 22, 2025  
**Subject:** Weekly Report

- **Board Meeting** – The next board meeting is Monday, September 15, at 6:30 PM at the Village Hall.
- **Proposed Plaza Downtown Visioning** – The Village is also planning a Downtown Visioning Meeting/Workshop in lieu of a plaza meeting originally planned for September 8. Staff is still working on the details and will make sure to send out an updated date, time and location as soon as possible.
- **DU-COMM Senior Operations Manager Assessment Panel** – On Monday, I participated in an Assessment center for a newly created position at DU-COMM, the consolidated agency that dispatches 911 calls for the Village.
- **Budget** – Department Operating Budgets are due today to the Finance Director. Additional meetings are planned for next week.
- **Chamber Board All Member Meeting** – I attended the Chamber All Member Meeting on Wednesday and made announcements regarding Village related projects.
- **Farmers Market** - The Chamber of Commerce Farmers Market continued this week. This event is held every Thursday morning from 7 am to 1 pm in front of the Village Hall. Check out the Chambers website for more information. <https://www.clarendonhillschamber.com/>
- **Clarendon Hills Little League World Series Parade and Celebration** – The Village will be hosting a **Parade and Community Celebration** to honor the Clarendon Hills Little League Team for their historic first appearance in the Little League World Series.

### Event Details

**Date:** Friday, August 22, 2025

**Parade:** Departs from the Police Department at **5:15 p.m.**

**Downtown Celebration:** 6:00 p.m. – 8:00 p.m. (stage, jumbotron, entertainment, and formal program).

Impacted Street closures are consistent with the *Dancin' in the Street* event, including **Park & Prospect** and **Prospect & Ann**. Excited to have a huge celebration later today!

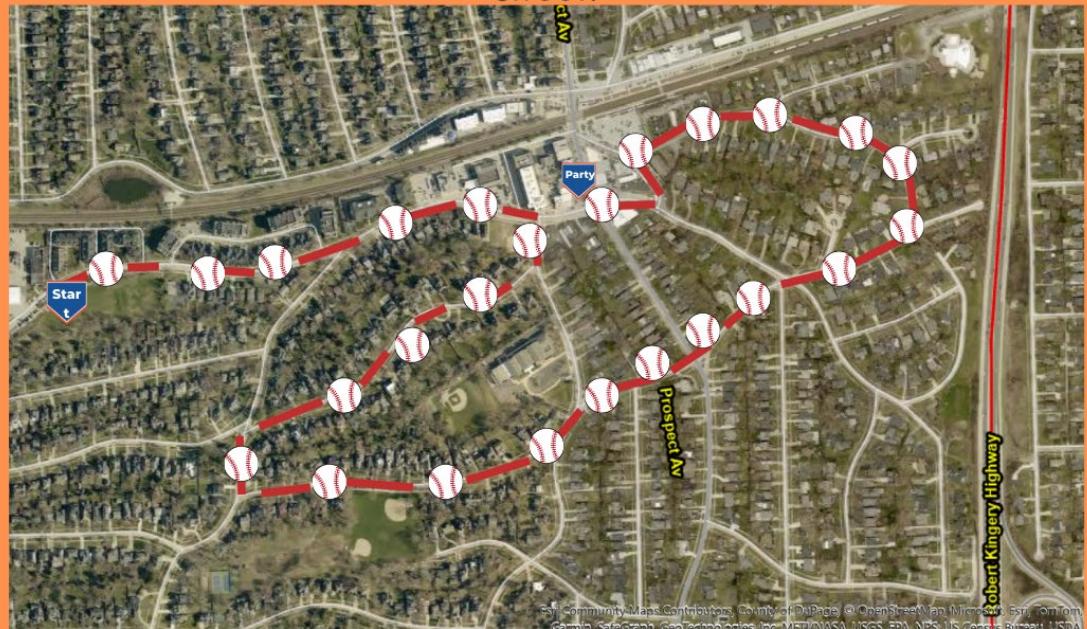
# WELCOME HOME CLARENDON HILLS LITTLE LEAGUE!

Celebrate the boys return from the  
Little League World Series this Friday, August 22!

Parade starts at 5:15pm from the police station.

Downtown Party starts at about 6pm.

Optimal screen viewing of Jumbotron from the North side of  
street.



## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Brendan McLaughlin, Public Works Director  
**Date:** August 22, 2025  
**Subject:** Weekly Report

1. Major rains had crews in overnight from Saturday into Sunday to close roads that became impassable and to move storm damage out of the streets and driveways. Crews picked up the storm damage on Monday and Tuesday.
2. An additional storm came through on Monday evening, requiring some street closures. There was less wind with this event, so tree damage was minimal.
3. A contractor was secured to clean and televise storm sewers running from the corner of McIntosh and Burlington running downstream until the water goes under the railroad tracks. While the water resided quickly during these events, we want to be sure that there are no issues with these lines.
4. Flagg Creek Sanitary District was also contacted about their sanitary line backing up at the corner of McIntosh and Burlington. They will be investigating the situation as well.
5. Contractors installed the new stop signs at Chicago Avenue and Coe/Norfolk. Meade Electric also programmed the crosswalk timing and signal phases at the intersection of Chicago and Middaugh.
6. A water main leak was repaired on Woodstock on Tuesday. In the process of making that repair the valve at the corner of Burlington and Woodstock failed. That valve was cut out and replaced on Wednesday.
7. Thursday had crews cleaning up the job site and the equipment from the water main repairs. Additional work covered responding to general service requests that were delayed on Tuesday and Wednesday.
8. Crews performed set up for the Little League Party on Friday afternoon. Crews stayed on to perform cleanup and to reopen streets at the end of the event.
9. Additional work included:
  - Watering Downtown planters and new grass areas
  - Meter reading - final reads
  - Installing remote read devices at various water meter locations
  - Collecting water samples and transporting them to the lab
  - Lawn mowing
  - Delivering block party barricades



1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5412

## MEMORANDUM

TO: Zach Creer, Village Manager  
FROM: Ed Cage, AICP, Community Development Director  
DATE: August 22, 2025  
RE: Community Development Department Report

1. **Chamber Meeting:** Staff and the Assistant Village Manager attended the regular Chamber of Commerce meeting and provided Village updates.
2. **Code Enforcement:** The following code enforcement activities occurred this week:
  - Village Staff attended adjudication this week for two cases.
  - 200 block of S. Prospect, Overgrown bushes and notice sent.
  - 250 block of Holmes, Tall weeds at new home site. Staff contacted GC to cut weeds down.
  - Staff working on drainage issues at new home site.
3. **316 & 318 RFP:** Village Staff, along with Trustee Chaudhry, met with and interviewed a company this week who responded to the RFP for 316 and 318 Park Avenue.
4. **ZBA/PC Special Meeting:** The ZBA/PC will hold a special meeting on August 28, 2025.

To: **Village Manager Creer**  
From: **Chief E. Leinweber**  
Date: **August 22, 2025**  
Subject: **Weekly Activity Report**



**Recent Training, Meetings and Events:**

- Officers participated in the Walker School Bike Rodeo.
- Detective Pech represented the department at the annual Lemont PD Squad Show Night.
- Staff met to plan for the Little League World Series team party and parade.
- Probationary police officer Colantonio met with staff to acquire uniforms and equipment for the academy starting in September.
- I attended the weekly staff meeting.

**Recent incidents:**

August 16, 12:24, officers responded to a residence for the subject experiencing a mental health crisis. With the assistance of the CHFD, the subject was transported to the hospital for evaluation.

August 19, 2:57am, officers responded to a suspicious vehicle call near Prospect Park. Two subjects were located in a vehicle past curfew and without a license. Citations for curfew violations and no valid license were issued, and the subjects were returned home.

August 19, 8:30pm, a citizen reported that another subject swatted their dog in the head as they walked past each other on Burlington Ave. The alleged dog swatter believed the dog invaded their personal space. Officers are investigating further.

August 20, 9:11am, a business owner on Burlington Ave came to the PD to report a theft. A recently terminated employee was supposed to drop off their keys to the building and in the process, allegedly helped themselves to a sum of cash from the business safe. Officers investigated the incident; however, the business owner intends to manage the matter themselves and denied further follow-up.

August 21, 11:06am, officers responded to the call of a missing Alzheimer's patient who had wandered off from home unknowingly. After an extensive search, including use of police drones, the subject was located on foot, unharmed in Hinsdale a few hours after the initial report.

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



Detective Pech represented the department at the annual Lemont PD Squad Show Night.



## MEMORANDUM

**To:** Zachery Creer, Village Manager  
**From:** Fire Chief David Godek  
**Date:** August 22, 2025  
**Subject:** Weekly Department Report

### Fire Prevention Bureau Activity:

- We are working with Mycroft Row Townhomes on the final inspections.
- On Friday, we participated in CHMS Safety Day and performed the annual Fire Drill.
- Prospect scheduled their drill for later this month, and this is a great time to mention school is back, and SLOW DOWN in School zones.

### Quarter Master:

- Nothing to report this week.

### Emergency Medical Services Report:

- Nothing to report this week.

### Building Services:

- The backflow preventer inspections are still to be done for 2025.

### Emergency Management Report:

- ETSB had a podcast this week on several radio projects.
- This week, the village experienced a storm with a large amount of rain that overwhelmed storm sewers, causing flooding. The Fire Department had a handful of flooded basements during this event.

### 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.
- The IFSI Driving Simulator has arrived at the fire station, and instructors will be out next week to present the training program.
- 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.

### New Employees:

- One interview has taken place this week for a Firefighter Paramedic.
- Three other team members are moving towards their final steps. We are working closely with HR Director Johnson on our onboarding.

Du-Comm Communications:

- On Friday, we adjusted the settings on our new fire portable programming.
- Du-Comm is putting together a blanket IGA for fire agencies for our review.

Vehicle Maintenance:

- E86 went into the shop to have a light tower installed and perform annual pump tests.
- We are waiting on the repair instructions for the rear suspension shim work on E86.



ACS FINANCIAL SYSTEM  
08/20/2025 16:32:21

Claims Register

VILLAGE OF CLARENDON HILLS  
GL050S-V08.22 COVERPAGE  
GL540R

Report Selection:

RUN GROUP... 082525 COMMENT... FLAGG CREEK

DATA-JE-ID DATA COMMENT

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M-08252025-241 FLAGG CREEK

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
2025	FLAGG CREEK WATER RECLAM	28480						
	1 N PROSPECT	23.95	UTILITIES	01.514.4235	1NProspect0825	241	00001	
	316 PARK	30.69	UTILITIES	01.534.4235	316Park082025	241	00002	
	448 PARK	27.32	UTILITIES	01.523.4235	448Park082525	241	00003	
	452 PARK	376.22	UTILITIES	01.546.4235	452Park082525	241	00004	
	452 PARK	202.57	UTILITIES	20.560.4235	452Park082525	241	00005	
	5506 VIRGINIA	34.42	UTILITIES	01.540.4235	5506Virginia08	241	00006	
		695.17	*TOTAL					
		695.17	**CLAIMS TOTAL					

ACS FINANCIAL SYSTEM  
08/20/2025 16:32:21

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:		695.17						

RECORDS PRINTED - 000006

ACS FINANCIAL SYSTEM  
08/20/2025 16:32:21

Claims Register

VILLAGE OF CLARENDON HILLS  
GL060S-V08.22 RECAPPAGE  
GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
01	GENERAL FUND	492.60
20	WATER FUND	202.57
TOTAL ALL FUNDS		695.17

BANK RECAP:

BANK	NAME	DISBURSEMENTS
	CLARENDON HILLS BANK	695.17
TOTAL ALL BANKS		695.17

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

DATE ..... APPROVED BY .....  
.....  
.....