



THE VILLAGE OF  
**WILLOWBROOK**

***PUBLIC SAFETY  
COMMITTEE***

***MARCH  
PACKET  
2013***

## AGENDA

MEETING OF THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MARCH 11<sup>TH</sup>, 2013 AT 6:00 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DU PAGE COUNTY, ILLINOIS.

### CALL TO ORDER

### ROLL CALL

1. REVIEW JANUARY 14<sup>TH</sup>, 2013 PUBLIC SAFETY COMMITTEE MEETING MINUTES.
2. REVIEW FEBRUARY 13<sup>TH</sup>, 2013 SPECIAL JOINT MEETING OF THE MUNICIPAL SERVICES COMMITTEE, THE FINANCE & ADMINISTRATION COMMITTEE AND THE PUBLIC SAFETY COMMITTEE MEETING MINUTES.
3. REVIEW WEEKLY PRESS RELEASES – INFORMATION.
4. REVIEW OVERTIME REPORT FOR 01/07/2013-02/03/2013 & 02/04/2013-03/03/2013 - INFORMATION.
5. REVIEW MONTHLY OFFENSE SUMMARY REPORT FOR JANUARY AND FEBRUARY - INFORMATION.
6. REVIEW MONTHLY EXPENDITURE REPORT FOR JANUARY AND FEBRUARY – INFORMATION.
7. REVIEW V.A.P. (VICTIM ASSISTANCE PROGRAM) FOLLOW-UP CALL RESPONSES FOR JANUARY AND FEBRUARY.
8. REVIEW LETTER(S) OF RECOGNITION AND APPRECIATION – INFORMATION
  - Detective Michelle Strugala
  - Officer Andrew Pelliccioni
  - Officer Scott Eisenbeis
  - Officer John Handzik
  - Officer Nicholas Volek
  - Officer Darren Biggs
  - Officer Chris Drake
  - Secretary Lori Rinella
  - Secretary Debbie Hahn

9. DISCUSSION ITEMS

- STARCOM Radio System
- SWAC / Bingo (March 22<sup>nd</sup>, 2013)
- School Safety (ALICE Program Training)
- New Hire Update (Academy Date 04/08/2013)
- New Detective Training Classes Scheduled
- Update on Report Writing Program
- 

10. VISITOR'S BUSINESS\*

11. ADJOURNMENT

- \* VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only).

NEXT MEETING SCHEDULED APRIL 8<sup>TH</sup>, 2013 AT 6:00 P.M.

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

MOTION TO APPROVE THE PUBLIC SAFETY COMMITTEE MEETING MINUTES ON JANUARY 14<sup>TH</sup>, 2013

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached minutes are from the Public Safety Meeting held on January 14<sup>th</sup>, 2013.

**STAFF RECOMMENDATION (if any)**

APPROVE MOTION.

## AGENDA

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on January 14<sup>th</sup>, 2013 at 6:00 p.m. at the Village Hall, 7760 Quincy Street, in the Village of Willowbrook, DuPage County, Illinois.

### CALL TO ORDER

*The meeting was called to order at 5:50 p.m.*

### ROLL CALL

*Those present at roll call were Chief Mark Shelton, Deputy Chief Mark Altobella, Trustee Terry Kelly and Chairman of the Public Safety Committee Dennis Baker.*

1. Reviewed the November 12<sup>th</sup>, 2012 Meeting Minutes.  
*The Committee approved the November 12<sup>th</sup>, 2012 Meeting Minutes.*
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 10/15/2012-12/09/2012, 11/12/2012-12/09/2012, 12/10/2012-01/06/2013 - Information.  
*The Committee was advised that Holiday Pay, DEA O.T. (reimbursement) and Special Detail Assignments were included in the total number. Reimbursable overtime to be noted on future reports to allow for better clarification.*
4. Reviewed the Monthly Offense Summary Report for November and December - Information.
5. Reviewed the Monthly Expenditure Report for November and December – Information.
6. Reviewed the V.A.P. (Victim Assistance Program) Follow-Up Call Responses for November and December.
7. Reviewed Letter(s) Of Recognition and Appreciation – Information
  - Chief Mark Shelton
  - Deputy Chief Paul Oggerino
  - Detective Michelle Strugala
  - Officer Daniel Polfliet
  - Officer Andrew Pelliccioni
  - Officer David Gaddis
  - Secretary Lori Rinella
  - Secretary Laurie Schmitz
8. DISCUSSION ITEMS
  - Police Testing Update  
*Chief Shelton advised the Committee that approximately (50) applicants are expected to attend the Patrol Testing which has been scheduled for January 26, 2013.*
  - Evidence Changeover  
*Deputy Chief Altobella explained to the Committee that a complete evidence inventory was conducted with Detective Strugala, who is assuming responsibility of evidence. The Committee was advised that each individual item was inventoried and signed for by Detective Strugala.*

- Scheduling  
*Chief Shelton advised the Committee that scheduling has been completed for the 2013 – 2014 schedules for the Patrol Division. Until an officer is hired for the afternoon 3p.m. – 11p.m. shift, there will be one officer short on the shift. This will require overtime shift coverage until this position is filled. It was explained that all efforts are being made through manpower allocation/re-scheduling to keep overtime reduced to a minimum without affecting services.*
- Report Writing System Implementation  
*The Committee was advised the new reporting writing system installation will begin on January 17, 2013.*

*The Committee was advised that school safety plans will be reviewed with both of the elementary schools.*

*The Committee approved the return of the excess gas masks to the vendor in exchange for credit against future purchases of police equipment.*

*The Committee was advised that the current red light camera contract is due to expire and we will seek an extension to the current contract.*

9. VISITOR'S BUSINESS\*

10. ADJOURNMENT

*The meeting was adjourned at 6:18 p.m.*

\* VISITOR'S BUSINESS (Public comment is limited to three minutes per person on agenda items only).

NEXT MEETING SCHEDULED FEBRUARY 11<sup>TH</sup>, 2013 AT 6:00 P.M.

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

MOTION TO APPROVE THE SPECIAL JOINT MEETING OF THE MUNICIPAL SERVICES COMMITTEE, THE FINANCE & ADMINISTRATION COMMITTEE AND THE PUBLIC SAFETY COMMITTEE MEETING MINUTES

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached minutes are from the Municipal Services Committee, the Finance & Administration Committee and the Public Safety Committee Meeting Minutes held on February 13<sup>th</sup>, 2013.

**STAFF RECOMMENDATION (if any)**

APPROVE MOTION.

MINUTES OF THE SPECIAL JOINT MEETING OF THE MUNICIPAL SERVICES COMMITTEE, THE FINANCE & ADMINISTRATION COMMITTEE AND THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON WEDNESDAY, FEBRUARY 13, 2013 AT 5:30 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

**1. CALL TO ORDER**

The meeting was called to order by Administrator Halik at 5:40 p.m.

**2. ROLL CALL**

Those present at roll call were Trustees Sue Berglund, Umberto Davi, Terry Kelly, Mike Mistele, Frank Trilla, Village Administrator Tim Halik, Chief of Police Mark Shelton, Deputy Chief of Police Mark Altobella, Interim Finance Director Carrie Dittman, Public Works Foreman Tony Witt and Management Analyst Garrett Hummel.

**3. REVIEW - Fiscal Year 2013/14 Budget**

Administrator Halik began the meeting by explaining that the FY 2013/14 proposed budget includes a General Fund surplus of approximately \$180,000. This surplus equates to a projected fund balance of 182 operating days. Administrator Halik indicated that the surplus numbers and fund balance do not include the discretionary items which will be discussed during the Board Budget Workshop.

The next meeting on the budget schedule will be the Board Budget Workshop I scheduled for March 18, 2013.

Next, Administrator Halik explained that the proposed budget maintains all existing services and programs. Administrator Halik reiterated the General Fund will have 182 days (\$3,701,688) of operating expense in reserves. An operating day for the FY 2013/14 budget equates to roughly \$20,371. Finally, Administrator Halik explained the Five Year Plan used to develop the budget projections include conservative spending with no new or expanded services.

Administrator Halik next elaborated on the breakdown of the budget surplus. He explained the proposed budget does not include any major capital initiatives or salary increases for non-union employees (except for the elected official increases per ordinance). A salary increase for patrol officers of 2.5% has been included. Trustee Mistele commented on if it was a good time to discuss non-union raises. Administrator Halik explained that the topic of non-union raises is typically discussed at the Board Budget Workshop.

An increase of 5% is expected with respect to health insurance costs although the IPBC has not finalized their numbers for the upcoming year. Administrator Halik next briefly touched on the Village's two main pension programs (Police Pension & IMRF). He stated the police pension contribution decreased by 9.79% while the IMRF pension contribution increased by 2.12%. Administrator Halik pointed out that a complete breakdown of the surplus can be found on page 3 of the agenda packet.

Interim Finance Director Dittman next took over with an explanation of the Village's revenue sources. Director Dittman began by stating staff is projecting an overall revenue increase of 2%, which equates to roughly \$237,177 over the previous fiscal year. Director Dittman continued by examining each individual revenue source. She began with Sales Tax which is projected to decrease by \$46,374 when compared to the prior year. One reason highlighted by Director Dittman for the drop in sales tax is the upcoming Route 83 construction project. Next was Places of Eating Tax which projected no substantial change from the prior year. Utility Tax is expected to be down slightly around \$3,633. Income Tax is expected to increase by about \$79,454 based upon Illinois Municipal League (IML) projections. Amusement Tax is projected to decrease by approximately \$11,000. Trustee Davi inquired as to how other municipalities have handled the taxation of fitness clubs within their communities. Administrator Halik stated he would look into the question. Permit Fees are expected to increase by \$40,800. There is no expected change to the level of Red Light Camera Fines.

Administrator Halik returned to the topic of Village pensions by first elaborating on both the Police and IMRF pensions. The 9.79% decrease in Police Pension contribution translated into \$56,972. The rate of payroll for the Police Pension fund went from 27.6% to 30.1%. With respect to the IMRF pension, the 2.12% increase equated to approximately \$19,203 while the rate of payroll went from 17.95% to 20.07%. Finally, Administrator Halik provided background information on the Sherriff's Law Enforcement Pension (SLEP) program, which the Village is currently obligated to pay related to a settlement associated with a former Village Police Chief. Administrator Halik explained that Director Dittman suggested the Village consider paying off the entire SLEP amount of \$168,000 this coming year. Otherwise, the Village would be facing an annual payment of \$32,350 for 9 more years, which includes annual interest of 7.5%. The committee members concurred with Director Dittman's suggestion.

Administrator Halik next addressed concerns regarding the Water Fund. Administrator Halik began by providing a history of the City of Chicago and the DuPage Water Commission's (DWC) recent water rate increases and the subsequent water rate increases by the Village. As of January 1, 2013, the DWC raised water rates 20% in part due to the City of Chicago's 15% increase on the same date. The Village last increased its local water rates 20% on March 1, 2012. This increase included the introduction of a 6% discount program for residents, including seniors, who pay the minimum water bill (9,000 gallons per quarter). Administrator Halik continued by stating the Water Fund will be unable to absorb the current 20% DWC rate increase, while continuing to build an adequate reserve fund for future infrastructure maintenance projects. Administrator Halik further noted that the Village Board has not set a reserve balance target in terms of operating days (similar to the General Fund operating days in reserve objective of 120) for the Water Fund. Administrator Halik stated that based on his research into Water Fund reserve objectives, he would

recommend setting the Village's target at 90 days. Currently, the Water Fund reserve projects to be roughly 52 days at the end of the fiscal year.

When asked about the Chicago and DWC rate increases, Administrator Halik acknowledged that the increases tend to be frustrating from a water utility operational perspective. However, it seems that nationally, the water rates charged throughout the Midwest are comparatively very low. Halik indicated that he had previously spoken with a representative from the DWC regarding rates. The DWC representative explained to Administrator Halik that the water rates being charged in the Midwest are so far below the rates in other areas around the country that both Chicago and the DWC are being consistently denied federal grant funding for infrastructure improvements. The available federal funding tends to go to areas of the country that are faced with very large water rates. Administrator Halik next called attention to a handout, which detailed possible water rate increases for Willowbrook. Administrator Halik explained that in order to break-even, the Village would have to raise its rates 13.6%. Options of 17% and 20% were also presented. Administrator Halik recommended the 20% increase as it would help to rebuild the Water Fund reserve for future projects, such as the water tower painting project. If the 20% option is selected, the projected days operating in the Water Fund would be at roughly 95 days at the end of FY 2013/14. Trustee Kelly inquired as to when the Village needs to paint the water towers. In response, Administrator Halik explained that he had placed \$12,000 in the proposed budget to complete an engineering analysis to ascertain the current condition of the Willowbrook water towers and when they will need to be repainted. Administrator Halik clarified that the water tower painting project involves draining, sandblasting and re-painting/sealing the Village's water towers inside and out.

Administrator Halik next discussed the Motor Fuel Tax (MFT) Fund. He explained there will be approximately \$242,000 available in the MFT fund for use in the FY 2013/14 Road Program. Administrator Halik identified some good news related to the annual Roadway Maintenance Program in that the next year is a maintenance interval year in which no overlays are necessary. Instead, the Village can get by with a program centered on crack-sealing, full-depth patching and replacement of worn pavement markings throughout town. Administrator Halik believes the \$242,000 will be more than sufficient to complete the scope of work described above. Administrator Halik indicated the maintenance interval year will also help in building excess MFT funds necessary for the local share (\$232,000) needed to complete the STP grant road project in 2017.

Director Dittman began the financial performance section of the presentation. Echoing Administrator Halik's overview, Director Dittman explained the proposed budget projects 182 days of operating expense reserve. The FY 2012/13 budget comparatively projected at 135 days. However, the estimated actual FY 2012/13 budget currently projects at 182 days.

Director Dittman next went through several graphs detailing the revenues and expenditures for the upcoming year. Director Dittman explained that in the five-year forecasting model, revenue increase by 0.64% while expenses increase by 7.52% and even with this disparity the proposed budget includes a surplus translating into the 182 day reserve. Director Dittman continued on to the General Fund revenue projections, which came in at about \$7.9 million. It was pointed out on the General Fund graph that the state shared revenues of Sales Tax and Income Tax make up about 53% of the Village's General Fund.

Director Dittman presented the financial reports on the Village's major revenue sources: Sales Tax, Income Tax, Utility Tax, Places of Eating Tax, Red Light Fines, and Building Permits.

- Sales tax receipts - \$2,716,065 up 3.50% from the prior year
- Places of Eating Tax receipts - \$355,508 up 6.19% compared to the prior year
- Utility tax receipts - \$854,419 up 0.55% from the prior year
- Income Tax receipts - \$564,296 up 11.34% compared to the prior year
- Building Permit receipts - \$173,579 up 44.35% compared with the prior year
- Red Light Fines - Collected \$425,153 down 10.55% compared with the prior year
- Fines - \$109,192 down 10.99% compared with the prior year

Chief Shelton commented on the reasoning behind the decrease in fines by saying the PD was short an officer and the state has added a great deal of fees to each ticket. Trustee Trilla asked if it would be possible to set up a local court which would administer its own fines. Administrator Halik stated it is possible, but there are pros and cons to that approach. However, it could be something to consider.

Director Dittman next presented a graph detailing the FY 2013/14 General Fund expenditures totaling roughly \$7.7 million. Director Dittman continued by explaining a couple of short-term projection graphs which depict the Village's number of days operating expense through FY 2016/17. Director Dittman concluded the projection graphs with a long-range (15-year) graph which showed the Village dropping below its days of reserve target in roughly 2023-24.

Administrator Halik again touched on the Water Fund financials by pointing out that if the Village simply goes with a 13.6% pass through with respect to the Chicago and DWC water rate increase, the Water

Fund reserve will disappear by 2016.

Director Dittman presented the Water Sales Revenue Report next.

- Water Sales Revenue - \$1,859,921 up 28.92% when compared to the prior year.

Director Dittman explained the main reason for the increase from year to year was the 20% rate increase effective 3/1/12.

Director Dittman identified a graph detailing the FY 2013/14 Water Fund expenditures. Total Water Fund expenditures equal roughly \$2.3 million.

Director Dittman presented the Motor Fuel Tax Financial Report.

- Motor Fuel Tax - \$195,204 down 3.06% from the prior year.

Director Dittman pointed out that 2012-13 will be the last year where the \$38,491 special distribution from the Illinois Capital Bill will be included.

Administrator Halik took over with the start of the Departmental Budget presentations. He began with the Village Board and Clerk budget. The main highlights include raises of \$17,300 and \$2,850 for the Mayor and Village Clerk respectively.

Administrator Halik continued with the Board of Police Commissioners. The only item of note was a small increase related to life insurance for appointed officials.

Administrator Halik next began the Administration budget, which increased 4.58% over last year's budget. He started with an increase in the Legal Services line-item due to the upcoming police union negotiations. The Risk Management line-item increased because the IRMA premium is expected to increase due to increased annual revenues and a couple of less than favorable claim years. Funding has also been included for a wellness program initiative. Administrator Halik explained the Village is interested in beginning a wellness program because the Board has expressed interest in reinstating police physical fitness testing. Administrator Halik explained that current police contract includes a physical fitness requirement; however the testing program is currently suspended. Trustee Berglund inquired as to how and why the program became suspended. Administrator Halik answered by saying several years ago, after a series of injuries occurred related to the fitness testing, the Village Board discussed the topic of the fitness program and its purpose. According to the record, no decision was made by the Board at the time. However, shortly thereafter, the previous Police Chief distributed a memo to the department suspending the program. It is unknown what actually led to that action. Administrator Halik explained that in order to prevent injuries if the fitness test is reinstated, a transition type approach, such as a 12 week fitness monitoring program provided by Midtown, might be a good idea. Trustee Trilla agreed with the concept of a transitional approach. Trustee Kelly suggested an

incentive based program, which would reward employees for taking part in wellness type initiatives that they would otherwise never have considered participating in. Administrator Halik also stated that \$2,400 has been included for a heart scan and blood workup for each employee. Trustee Kelly suggested the program be offered to Trustees as well. Administrator Halik agreed.

With regard to Administration capital items, Administrator Halik highlighted two projects. The first being a project to repaint the Village Hall side of the building. The second project is for a floor/carpet replacement in the Council Chambers, which has received a variety of complaints.

Administrator Halik continued with the Planning & Economic Development budget, which increased 2.85% over the previous year. The largest change to this budget came in the planning consultant line item, which was increased by about \$5,000.

The Parks & Recreation was the next budget discussed. Overall, this budget decreased by 6.7%. Administrator Halik explained the reason for the decrease is that there have not been any capital expenditures added to the Parks & Recreation budget, yet. Administrator Halik also stated that the Parks & Recreation department is interested in hiring a part-time laborer to assist with various park related tasks.

Trustee Kelly inquired as to the status of the Parks & Recreation Master Plan. Administrator Halik responded that a draft of the plan is due in March. Once a draft of the document is obtained, Administrator Halik suggested the scheduling of a joint meeting between the Village Board and Parks & Recreation Commission to discuss the findings. Finally, Administrator Halik explained that the Parks & Recreation department is considering an ADA improvement capital project at Waterford Park for this fiscal year.

Director Dittman took over for the explanation of the Finance budget, which decreased by 1.41% from last year's budget. The main highlight from this budget was the inclusion of \$9,200 for an ERP assessment. Director Dittman explained the reasoning behind the ERP assessment is to examine alternatives to the Village's current aging financial software. The ERP assessment would provide an overview of all functionality the Village would need from its financial software from accounts receivables to business licenses to water billing and parks & recreation registration.

Chief Shelton next presented the Police department budget, which increased by 6.77% over the previous year's budget. Chief Shelton began with increases to the Overtime line-item of \$33,900 due to the department being short an officer. Chief Shelton next spoke on the use of approximately \$58,000 in DEA funding to get a wireless camera system set up in each patrol vehicle. Chief Shelton explained the technology would wirelessly download the video feed from each patrol vehicle to the Police Department's server upon the vehicle returning to the station.

Administrator Halik pointed out the SLEP buy-out of \$122,650 mentioned earlier in the presentation is already included in the Police Department budget. Chief Shelton next touched on the addition of \$10,000 for the new CAPERS report writing system. Chief Shelton wrapped up his portion of the presentation by discussing the capital items included in the Police budget. Two squad cars are scheduled to be replaced in the next year estimated at \$78,000. Two small projects, sound proofing the interrogation rooms and adding an exhaust fan to the evidence room have been included for \$2,500 apiece.

Administrator Halik presented the Public Works budget beginning with a \$203,150 increase to the tree maintenance line-item for the introduction of Emerald Ash Borer (EAB) Abatement Program. Administrator Halik explained the tree inventory conducted in the previous fiscal year identified 239 trees which are on the recommended removal list for the next year. After gathering some preliminary price estimates, staff concluded the Village could remove and replace each tree for roughly \$850 each. Trustee Kelly asked if the Village was going to allow private residences to be included within the EAB Abatement Program. Administrator Halik commented that the Village would include a public participation component in the RFP's. This would allow the public to receive the same removal/planting rates that the Village receives. Administrator Halik also explained his primary fear with the quantity of removals/replacements is if we experience draught conditions this upcoming year. With that in mind, Administrator Halik suggested the hiring of two part-time seasonal employees who would use the Village's water truck and water each replacement tree as needed. Administrator Halik explained the EAB Abatement Program will be a multi-year (3-5 year) endeavor, but that the first year will likely be the most expensive.

Administrator Halik concluded the Public Works department budget with an examination of upcoming capital expenses. The Village's only medium sized dump truck is in bad need of replacement with an estimated replacement cost of \$70,000. Half this expense (\$35,000) has been budgeted in the Public Works budget while the other half has been put in the Water Capital budget. Finally, \$28,000 has been included for entry signs for the Village. Administrator Halik explained this project may receive funding from an Illinois Transportation Enhancement Program (ITEP) Grant. Overall, the Public Works budget increased by 24.64% over last year's budget.

Administrator Halik next covered the Building & Zoning budget highlighting an increase of \$5,000 in overtime due to the volume of expected permit applications. Trustee Kelly expressed concern over the difficulty in finding information on the Building & Zoning section of the Village's website. Management Analyst Hummel agreed to place a link to that particular section of the website on the homepage. Overall, the Building & Zoning budget increased by 3.46% over last year's budget.

Administrator Halik continued with the Water Fund budget highlighting

several items, which resulted in a 3.25% increase over the previous year's budget. Funding has been included for a part-time seasonal laborer as well as a software upgrade for the SCADA system, which is used to run the Village's water system. Administrator Halik explained an additional \$22,500 has been included for main break repairs as the Village has seen an increase in breaks. Administrator Halik concluded the Water Fund budget by stating there is a \$109,043 increase included due to the DWC water rate increase discussed earlier in the evening.

Administrator Halik quickly touched on two items included in the Water Capital Fund and they are \$35,000 for the other half of the Public Works dump truck replacement and \$25,000 for the continuation of the Village's fire hydrant replacement program.

Director Dittman presented the Hotel/Motel Financial Report.

- Hotel/Motel Tax - \$51,110 down 4.84% from the prior year.

Director Dittman briefly went over the Hotel/Motel budget explaining the budget went down 25.63% because there had been a large promotional effort during the previous fiscal year.

Director Dittman next explained the Tax Increment Financing (TIF) Fund. She began with the addition of \$10,000 in the Accounting Fees line-item due to the amount of time spent on TIF related projects. The \$10,000 is not a new cost, but is rather a transfer from the Finance Accounting Fees line-item. Trustee Kelly inquired as to what the process moving forward looks like for the Village since the TIF is expiring in the next year. Director Dittman acknowledged the question by saying she spoke with the County and the Village is required to notify the parties in the TIF of the upcoming expiration. Also, an attorney will be needed to review the TIF closing documents. On a side note, Director Dittman noted that the SSA is still active through 2026.

Administrator Halik presented the Water Capital Improvements Fund next starting with the \$12,000 Water Tower Engineering Analysis Project, which was discussed earlier in the meeting. Another \$12,000 has been included for a Water Valve Insertion Project. Finally, there has been \$24,000 included for the replacement of Meter Transmitting Units (MTU's). Administrator Halik explained that MTU's are the pieces of equipment that allow the Village's water department to remotely collect water consumption readings. Each water account has an MTU attached to its water meter. These MTU's transmit readings to one of three Data Collection Units (DCU's), which in turn, transmit the readings into the Village's billing software. When the system was installed in 2001, we were advised that the battery life of an MTU was 15-20 years. Unfortunately, the Village has been experiencing a great deal of battery failures over the past two months. Because of the early failures, the manufacturer has offered a rebate on replacements, which has helped to defray the costs a bit. The Village is looking at the required replacement of 2,228 MTU's within the coming year or two. The cost of the replacement equipment only is about \$100 per MTU, without the rebate. Administrator Halik explained Downers Grove has

also been experiencing the same issues with their system, but after some research has elected to continue using the same manufacturer. Trustee Mistele commented that the Village appears to be locked into a 10-15 year cycle for replacements. Administrator Halik explained that the lifespan of an MTU should be at least 15 years. He advised that this issue is relatively new within the last 2 - 3 months, and that the problem is currently being examined by staff. A plan will be devised in the near future and brought to the Village Board for consideration.

Director Dittman explained the 2008 Bond Fund. Trustee Kelly asked if the Village has considered refinancing the debt from the Public Works Building/75<sup>th</sup> Street Extension Project. Director Dittman said she would look into the suggestion.

Director Dittman explained the Land Acquisition, Facility Expansion & Renovation (LAFER) Fund. Director Dittman said currently there are no planned expenditures, but there is \$3.2 million in the fund. Administrator Halik commented that the \$155,000 Waterford Park project could potentially be funded using this fund. Trustee Davi inquired as to where this money is kept and whether it is earning any interest. Director Dittman said if the money is not being used, the Village should look into various investment options.

Administrator Halik concluded the meeting by reminding the Village Board of the Board Budget Workshop, which is scheduled for March 18, 2013. At the workshop, staff will present discretionary items, such as archive file storage, which are not currently in the budget and were not presented tonight. Administrator Halik also invited each committee member to review the budgeted item highlight sheets located at the end of the budget packets and contact him with any questions. Finally, he thanked all meeting attendees for their time and the feedback offered during tonight's meeting.

#### **4. VISITOR'S BUSINESS**

There were no visitors present at the meeting.

#### **5. ADJOURNMENT**

Motion to adjourn was made by Trustee Davi. Trustee Mistele seconded the motion.

The meeting was adjourned at 7:50 p.m.

(Minutes transcribed by: Garrett Hummel, 2/27/13)

# COMMITTEE MEETING

## AGENDA ITEM SUMMARY SHEET

### AGENDA ITEM DESCRIPTION

INFORMATION ONLY – PRESS RELEASES

### COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

### BACKGROUND

The attached are press releases approved for the weeks of:

January 7<sup>th</sup> – 13<sup>th</sup>, 2013  
January 14<sup>th</sup> – 20<sup>th</sup>, 2013  
January 21<sup>st</sup> – 27<sup>th</sup>, 2013  
January 28<sup>th</sup> – February 3<sup>rd</sup>, 2013  
February 4<sup>th</sup> – 10<sup>th</sup>, 2013  
February 11<sup>th</sup> – 17<sup>th</sup>, 2013  
February 18<sup>th</sup> – 24<sup>th</sup>, 2013  
February 25<sup>th</sup> – March 3<sup>rd</sup>, 2013

### STAFF RECOMMENDATION (if any)

None.

**Willowbrook Police Department**  
**Press Release for the week of January 7<sup>th</sup> – 13<sup>th</sup>, 2013**  
**January 14<sup>th</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**



FOR IMMEDIATE RELEASE

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

- 01/09/2013 At 11:07 a.m. Quarles, Quenetta S., 23, 300 block of Malibu Drive, Bolingbrook, Illinois was arrested for alleged NO VALID DRIVERS LICENSE and SPEEDING following a traffic stop in the 6300 block of Kingery Highway. Ms. Quarles was transported to the Willowbrook Police Department and released after posting bond.
- 01/09/2013 At 4:05 p.m. Officers responded to the 7300 block of Tennessee Drive for the report of a CRIMINAL DEFAACEMENT. Offender(s) unknown, using spray paint, defaced the exterior doors of a storage shed. The cost to repair/replace the items was estimated at \$50.00 U.S.C.
- 01/10/2013 At 6:09 a.m. Officers responded to the 6300 block of Madison Street for the report of a MOTOR VEHICLE THEFT. Offender(s) unknown, by unknown means, removed the unsecured/unattended 2002 Nissan Pathfinder motor vehicle. The cost to replace the vehicle was estimated at \$8,000.00 U.S.C.
- 01/12/2013 At 2:36 a.m. Officers responded to the 200 block of Midway Drive for the report of a CRIMINAL DAMAGE TO STATE SUPPORTED PROPERTY. Offender(s) unknown, using an unknown blunt type object, damaged (4) pathway lights. The cost to replace the items was estimated at \$100.00 U.S.C.
- 01/12/2013 At 10:30 p.m. Whitehead, Christopher L., 17, 800 block of 79<sup>th</sup> Street, Willowbrook, Illinois was arrested for alleged NO VALID DRIVERS LICENSE, OPERATION OF AN UNINSURED MOTOR VEHICLE and DISOBEYING A TRAFFIC CONTROL DEVICE following a traffic stop in the 800 block of Midway Drive. Mr. Whitehead was transported to the Willowbrook Police Department and released after posting bond.
- 01/13/2013 At 12:34 p.m. Officers responded to the 7100 block of Kingery Highway for the report of a THEFT. Offender(s) unknown, by unknown means, removed a wallet and its contents from the unattended/unsecured purse. The cost to replace the items was estimated at \$135.00 U.S.C.
- 01/13/2013 At 8:19 p.m. Knippel, Melissa J., 28, 1500 block of Apple Grove Lane, Westmont, Illinois was arrested for alleged DRIVING UNDER THE INFLUENCE and DISOBEYING A TRAFFIC CONTROL DEVICE following a traffic stop at the intersection of Midway Drive and Frontage Road. Ms. Knippel was transported to the Willowbrook Police Department and released after posting bond.

**Willowbrook Police Department**  
**Press Release for the week of January 14<sup>th</sup> – 20<sup>th</sup>, 2013**  
**January 21<sup>st</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**

**FOR IMMEDIATE RELEASE**

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

- 01/15/2013 At 10:20 a.m. Officers responded to the 6100 block of Knoll Lane Court for the report of a MOTOR VEHICLE THEFT. Offender(s) unknown, by unknown means, removed a parked/unattended 2001 Toyota Corolla motor vehicle. The cost to replace the vehicle was estimated at \$5,000.00 U.S.C.
- 01/17/2013 At 4:37 p.m. Officers responded to the 6000 block of Knoll Wood Road for the report of a MOTOR VEHICLE THEFT. Offender(s) unknown, by unknown means, removed a parked/unattended 1991 Cadillac Deville motor vehicle. The cost to replace the vehicle was estimated at \$3,000.00 U.S.C.
- 01/17/2013 At 7:32 p.m. Officers responded to the 6100 block of Knollwood Road for the report of a MOTOR VEHICLE THEFT. Offender(s) unknown, by unknown means, removed a parked/unattended 1993 Buick Century motor vehicle. The cost to replace the vehicle was estimated at \$2,000.00 U.S.C.
- 01/18/2013 At 2:21 a.m. Galiullin, Robert, 31, 1500 block of Tree Summit Parkway, Duluth, Georgia was arrested for alleged DRIVING UNDER THE INFLUENCE and DISOBEYING A STOP SIGN following a traffic stop in the 7700 block of Kingery Highway. Mr. Galiullin was transported to the Burr Ridge Police Department for processing and released after posting bond.
- 01/19/2013 At 11:04 a.m. Officers responded to the 6300 block of Clarendon Hills Road for the report of a THEFT. Offender(s) unknown, by unknown means, removed jewelry from a resident's room. The cost to replace the items was estimated at \$2,500.00 U.S.C.

  
**Willowbrook Police Department**  
**Press Release for the week of January 21<sup>st</sup> – 27<sup>th</sup>, 2013**  
**January 28<sup>th</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**

**FOR IMMEDIATE RELEASE**

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- 01/23/2013 At 8:40 a.m. Officers responded to the 800 block of Plainfield Road for the report of a THEFT. Offender(s) unknown, by unknown means, removed the batteries from the parked/unattended construction vehicle. The cost to replace the items was estimated at \$400.00 U.S.C.
- 01/23/2013 At 5:24 p.m. Officers responded to the 7100 block of Kingery Highway for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown, using an unknown blunt type object, damaged a window on the parked/unattended vehicle and removed a purse and its contents. The cost to repair/replace the items was estimated at \$365.00 U.S.C.
- 01/24/2013 At 12:50 a.m. Dockery, Joel L., 23, 6700 block of Charleston, Darien, Illinois was arrested for alleged DRIVING UNDER THE INFLUENCE, FAILURE TO REDUCE SPEED TO AVOID AN ACCIDENT, IMPROPER LANE USAGE, HIT AND RUN ACCIDENT and OPERATION OF AN UNINSURED MOTOR VEHICLE following a property damage only accident at the intersection of Kingery Highway and Midway Drive. Mr. Dockery was transported to the Willowbrook Police Department and released after posting bond.
- 01/25/2013 At 12:40 p.m. Perdomo, Adrian S., 42, 1800 block of 48<sup>th</sup> Front, Chicago, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED and the alleged THEFT of pallets, having a total estimated value of \$375.00 U.S.C, from the 6300 block of Kingery Highway. Mr. Perdomo was transported to the Willowbrook Police Department and released after posting bond.
- 01/25/2013 At 12:40 p.m. Perdomo, Mario S., 50, 4900 block of Paulina Street, Chicago, Illinois was arrested for the alleged THEFT of pallets, having a total estimated value of \$375.00 U.S.C., from the 6300 block of Kingery Highway. Mr. Perdomo was transported to the Willowbrook Police Department and released after posting bond.
- 01/25/2013 At 12:40 p.m. Perdomo, Angel S., 25, 4900 block of Paulina Street, Chicago, Illinois was arrested for the alleged THEFT of pallets, having a total estimated value of \$375.00 U.S.C., from the 6300 block of Kingery Highway. Mr. Perdomo was transported to the Willowbrook Police Department and released after posting bond.

**Willowbrook Police Department**  
**Press Release for the week of January 28<sup>th</sup> – February 3<sup>rd</sup>, 2013**  
**February 4<sup>th</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**



FOR IMMEDIATE RELEASE

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

01/28/2013 At 11:45 p.m. Lampley, Jennifer N., 21, 400 block of Gregory Avenue, Glendale Heights, Illinois was arrested for alleged NO VALID DRIVERS LICENSE following a traffic stop in the 7900 block of Joliet Road. Ms. Lampley was transported to the Willowbrook Police Department and released after posting bond.

02/02/2013 At 8:29 p.m. Collins, Duane L., 45, 4200 block of 207<sup>th</sup> Street, Matteson, Illinois was arrested for alleged RETAIL THEFT of liquor, having a total estimated value of \$149.00 U.S.C., from a retail establishment located in the 6300 block of Kingery Highway. Mr. Collins was transported to the Willowbrook Police Department and released after posting bond.

02/01/2013 At 8:45 p.m. McShan, Byron, 48, 50 block of East 72<sup>nd</sup> Street, Chicago, Illinois was arrested for alleged RETAIL THEFT of liquor, having a total estimated value of \$348.00 U.S.C. and BURGLARY to a retail establishment located in the 6300 block of Kingery Highway. Mr. McShan was transported to the DuPage County Jail to await a bond hearing.

02/01/2013 At 8:45 p.m. Mayberry, Robert I., 45, 9000 block of South Ridgeland Avenue, Chicago, Illinois was arrested for alleged RETAIL THEFT of liquor, having a total estimated value of \$348.00 U.S.C. and BURGLARY to a retail establishment located in the 6300 block of Kingery Highway. Mr. Mayberry was transported to the DuPage County Jail to await a bond hearing.

Willowbrook Police Department  
Press Release for the week of February 4<sup>th</sup> – 10<sup>th</sup>, 2013  
February 11<sup>th</sup>, 2013  
Contact: Debbie Hahn or Chief Mark Shelton  
at (630) 325-2808



FOR IMMEDIATE RELEASE

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

- 02/08/2013 Stone, Zachary Martino, 25, 5639 Holmes Ave, Clarendon Hills, IL was arrested for alleged RETAIL THEFT in the parking lot of Dominick's, 6300 Kingery after he was observed leaving the store without paying for five (5) cans of baby formula. Stone was placed under arrest and transported to the Willowbrook Police Department. He was released after posting bond. Value of theft was \$111.26.
- 02/09/2013 A 15 year old Darien juvenile was arrested at 3:37 p.m. for alleged RETAIL THEFT while at Dominick's, 6300 Kingery. He was observed placing two bottles of Robitussin in his jacket without paying for them. The youth was placed under arrest and transported to the Willowbrook Police Department. He was released after posting bond. Value of theft was \$12.19.
- 02/10/2013 Smikiski, Justin D, 19, 2202 Crabtree Ave, Woodridge, IL and Smith, Christopher D, 19, were arrested at 10:00 p.m. in the 7600 block of Blackberry Lane after a traffic stop. Smikiski was charged with alleged POSSESSION OF CANNABIS under 30 grams, and Smith was charged with two counts of alleged DRUG PARAPHERNALIA. Smikiski and Smith were placed under arrest and transported to the Willowbrook Police Department. They were released after posting bond.
- 02/10/2013 At 12:36 p.m. officers responded to the 100 block of Waterford Drive for a report of a RESIDENTIAL BURGLARY. The homeowner advised that sometime between 10:45 a.m. and 12:30 p.m. unknown person(s) entered the home and removed numerous pieces of jewelry. Entry was gained by prying open a window. Total loss has not yet been determined. This incident is under investigation.
- 02/11/2013 At 8:26 a.m. officers responded to the LaQuinta, 855 79<sup>th</sup> Street for a report of a THEFT. The victim advised that two (2) coin-operated vending machines had been broken into and \$350.00 in cash was taken. No suspect information obtained.
- 02/06/2013 Sometime between 8:40 a.m. and 9:30 a.m. on 2/5/13, and unknown person(s) entered the locker room at MidTown Athletics, 215 63<sup>rd</sup> Street and removed a patron's change purse from an unlocked locker. The change purse contained two (2) credit cards. Loss was estimated at \$25.00.

  
**Willowbrook Police Department**  
**Press Release for the week of February 11<sup>th</sup> – 17<sup>th</sup>, 2013**  
**February 18<sup>th</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**

**FOR IMMEDIATE RELEASE**

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

- 02/11/2013 At 8:26 a.m. Officers responded to the 800 block of 79<sup>th</sup> Street for the report of a THEFT. Offender(s) unknown, by unknown means, damaged (2) soda vending machines and removed the currency. The cost to repair/replace the damaged/stolen items was estimated at \$350.00 U.S.C.
- 02/11/2013 At 4:48 p.m. Tribble Desmond J., 18, 7400 block of Tennessee Drive, Willowbrook, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED and IMPROPER PASSING following a traffic stop in the 6900 block of Kingery Highway. Mr. Tribble was transported to the Willowbrook Police Department and released after posting bond.
- 02/13/2013 At 12:56 a.m. Naney, Michael A., 53, 1600 block of U.S. Highway 41, Schererville, Indiana was arrested for alleged DRIVING UNDER THE INFLUENCE, DISOBEYING A STOP SIGN, DISOBEYING A RED LIGHT, and DISOBEYING A TRAFFIC CONTROL DEVICE-NO LEFT TURN, following a traffic stop at the intersection of Frontage Road and Midway Drive. Mr. Naney was transported to the Willowbrook Police Department and released after posting bond.
- 02/14/2013 At 3:15 p.m. McFall, Michael A., 51, 600 block of Montrose, Romeoville, Illinois was arrested for alleged RETAIL THEFT of food items, having a total estimated value of \$264.00 U.S.C. and BATTERY following an incident in the 6300 block of Kingery Highway. Mr. McFall was transported to the Willowbrook Police Department and released after posting bond.
- 02/14/2013 At 7:20 p.m. Alejandro-Green, Jacqueline, 25, 7000 block of Dalewood Parkway, Woodridge, Illinois was arrested for alleged RETAIL THEFT of (7) Blue Ray DVD's, having a total estimated value of \$223.00 U.S.C., POSSESSION OF A CONTROLLED SUBSTANCE and UNLAWFUL POSSESSION OF A THEFT DETECTION SHIELDING DEVICE following an incident in the 6300 block of Kingery Highway. Ms. Alejandro-Green was transported to the DuPage County Jail.
- 02/16/2013 At 5:50 p.m. Cerkiene, Sandra, 37, 700 block of West 65<sup>th</sup> Street, Westmont, Illinois was arrested for alleged RETAIL THEFT of food items and vitamins, having a total estimated value of \$84.00 U.S.C., following an incident in the 200 block of 63<sup>rd</sup> Street. Ms. Cerkiene was transported to the Willowbrook Police Department and released after posting bond.

Willowbrook Police Department  
Press Release for the week of February 18<sup>th</sup> – 24<sup>th</sup>, 2013  
February 25<sup>th</sup>, 2013

Contact: Laurie Schmitz or Chief Mark Shelton  
at (630) 325-2808

FOR IMMEDIATE RELEASE

**NOTE:** Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.

- 02/20/2013 At 9:55 a.m. Officers responded to the 6300 block of Kingery Highway for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown entered the unattended/unsecured motor vehicle and removed an Apple I-Phone. The cost to replace the item was estimated at \$500.00 U.S.C.
- 02/20/2013 At 12:45 p.m. Officers responded to the 6600 block of Stough Street for the report of a THEFT. Offender(s) unknown, by unknown means, removed numerous pieces of jewelry. The cost to replace the items was estimated at \$8,025.00 U.S.C.
- 02/21/2013 At 8:10 a.m. DeFronzo, Deanna L., 45, 100 block of Willow Edge Court, Willow Springs, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED following a traffic stop at the intersection of 79<sup>th</sup> Street and Clarendon Hills Road. Ms. DeFronzo was transported to the Willowbrook Police Department and released on bond.
- 02/22/2013 At 9:57 p.m. Officers responded to the 7800 block of Kingery Highway for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown, using an unknown blunt type object, damaged a window on the parked/unattended vehicle and removed numerous tools. The cost to repair/replace the broken/stolen items was estimated at \$1,740.00 U.S.C.
- 02/24/2013 At 8:22 p.m. Chamberlain, Donald M., 47, 9S100 block of Lake Drive, Willowbrook, Illinois was arrested for alleged RETAIL THEFT, THEFT, BATTERY, DRIVING WHILE LICENSE SUSPENDED, ILLEGAL TRANSPORTATION OF ALCOHOL, OPERATION OF AN UNINSURED MOTOR VEHICLE and FAILURE TO YIELD TO AN EMERGENCY VEHICLE following an incident in the 800 block of Plainfield Road. Mr. Chamberlain was transported to the DuPage County Jail.

**Willowbrook Police Department**  
**Press Release for the week of February 25<sup>th</sup> – March 3<sup>rd</sup>, 2013**  
**March 4<sup>th</sup>, 2013**  
**Contact: Laurie Schmitz or Chief Mark Shelton**  
**at (630) 325-2808**



FOR IMMEDIATE RELEASE

**NOTE: Any person listed as being charged and/or arrested by this Department has merely been accused of such offense(s) and are presumed innocent until proven guilty.**

- 02/25/2013 At 1:20 p.m. Officers responded to the 6100 block of Knollway Road for the report of a **CRIMINAL DAMAGE TO PROPERTY**. Offender(s) unknown, using an unknown sharp type object, damaged the paint on the parked/unattended motor vehicle. The cost to repair the damage was estimated at \$700.00 U.S.C.
- 03/01/2013 At 2:28 p.m. Hanson, Bryant E., 30, 600 block of Vermont Street, Cary, IN was arrested for alleged **SPEEDING 40MPH OVER THE POSTED LIMIT** following a traffic stop at the intersection of 63<sup>rd</sup> Street and Bentley Avenue. Mr. Hanson was transported to the Willowbrook Police Department and released after posting bond.
- 03/02/2013 At 1:11 a.m. Miller, Nicole R., 24, 10 block of Stirling Lane, Willowbrook, Illinois was arrested for alleged **DRIVING UNDER THE INFLUENCE** and **IMPROPER LANE USAGE** following a property damage only accident at the intersection of 79<sup>th</sup> Street and Frontage Road. Ms. Miller was transported to the Willowbrook Police Department and released after posting bond.
- 03/02/2013 At 10:53 p.m. Sandoval, David, 28, 9000 block of S. Moody Avenue, Oak Lawn, Illinois was arrested for alleged **DRIVING WHILE LICENSE SUSPENDED**, **OPERATION OF AN UNINSURED MOTOR VEHICLE**, **IMPROPER LANE USAGE** and a **FAILURE TO APPEAR WARRANT FOR TRAFFIC OFFENSES** following a traffic stop in the 200 block of 63<sup>rd</sup> Street. Mr. Sandoval was transported to the Willowbrook Police Department and released after posting bond.

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

INFORMATION – MONTHLY OVERTIME REPORT

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached report is a summary of the overtime expenditure between the dates of:

01/07/2013 – 02/03/2013  
02/04/2013 – 03/03/2013

**REQUEST FOR FEEDBACK (if any)**

NONE.

**STAFF RECOMMENDATION (if any)**

NONE.

**Willowbrook Police Department  
Overtime Breakdown Schedule**

<b>Overtime Categories:</b>	<b>11/12/2012 to 12/9/2012</b>	<b>12/10/2012 to 1/6/2013</b>	<b>1/7/2013 to 2/3/2013</b>	<b>2/4/2013 to 3/3/2013</b>
SHIFT COVERAGE	242.50	224.50	225.50	224.50
WHEATON COURT (MISD & FEL CASES)	10.00	3.00	7.50	10.50
WHEATON COURT CALL-IN (1-HR PER CASE)	4.00	1.00	1.00	1.00
SUMMARY SUSPENSION HEARINGS (DUI CASES)		6.00	6.00	3.00
TRAFFIC COURT (ALL TRAFFIC EXCEPT DUI)	21.00	31.00	27.00	33.00
LATE CALLS OR ARRESTS	21.50	18.00	18.50	21.25
INVESTIGATIVE CALL-OUT / FOLLOW-UP	89.50	5.00	29.00	35.00
SPECIAL DETAILS / POLICE HIRED SERVICES	21.00	36.50	3.00	
CRIME PREVENTION/PUBLIC RELATIONS				
COMMANDERS STAFF MEETINGS	8.00		8.00	6.00
RANGE / FIREARMS TRAINING		3.00		
MISC CALL-IN				
EVIDENCE TECHNICIAN CALL-OUT				
ACCREDITATION				
TRAVEL TIME TO AND FROM SCHOOL				
JUVENILE OFFICER CALL-OUT				
ARSON / FIRE INVESTIGATIONS				
IMAGE GRANT SPECIAL DETAIL				
DEPARTMENT MEETINGS				
MISCELLANEOUS MEETINGS	9.50	10.75	22.00	1.50
EVALUATIONS & WELLNESS TESTING			2.00	
ASSISTS TO OTHER AGENCIES				
MISCELLANEOUS TRAINING		3.00		
PEER JURY	5.00			
BREATHALIZER OPERATION				
K-9 UNIT	15.50			10.50
EVIDENCE/DESTRUCTION				
ACCIDENT RECONSTRUCTION				
CADET MEETING		3.00		6.00
DEA OVERTIME	23.00	6.00	24.00	11.00
DEPT. DETAIL				
HOLIDAY PAY	156.00	293.00	83.00	
<b>Total Accumulated Hours:</b>	<b>626.50</b>	<b>643.75</b>	<b>456.50</b>	<b>363.25</b>

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

INFORMATION - MONTHLY OFFENSE REPORT

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached report is a monthly offense summary report for the month of January and February 2013.

**REQUEST FOR FEEDBACK (if any)**

NONE.

**STAFF RECOMMENDATION (if any)**

NONE.

Willowbrook Police Department  
Criminal Investigation Division / Monthly Offense Summary Report

For: January 2013

SC#	Offense Classification	Location	Premise Type	DATES	DAY	TIMES	S
151300006	MOTOR VEH THEFT	7450 Quincy St	PARKING LOT-BUSINESS	2/30/2012 to/31/2012	Sun Mon	9:00/ 9:41	2
151300011	DAMAGE TO PROPERTY	170 MACARTHUR	CONDO-PARKING LOT	2/31/2012 to/1/1/2013	Mon Tue	18:00/ 14:30	3
151300052	DAMAGE TO PROPERTY	7404 Tennessee Dr	PARKING LOT-GENERAL USE	1/2/2013 to/1/3/2013	Wed Thu	18:00/ 9:30	2
151300058	THEFT UNDER \$300	7165 Kingery	RESTAURANT-CHAIN	1/3/2013 to/1/3/2013	Thu Thu	15:45/ 16:09	3
151300059	DOMESTIC BATTERY	6720 QUINCY	RESIDENCE-PRIVATE	1/3/2013 to	Thu	17:00/ 17:22	3
151300059	THEFT UNDER \$300	6720 QUINCY	RESIDENCE-PRIVATE	1/3/2013 to	Thu	17:00/ 17:22	3
151300078	FRAUD	233 Chaucer Ct	RESIDENCE-PRIVATE	1/24/2012 to/28/2012	Sat Fri	21:11/ 13:08	3
151300129	HARASSMENT BY TELEPHONE	6425 CLARENDON HILLS RD #2	RESIDENCE-PRIVATE	1/7/2013 to	Mon	9:00/ 9:05	2
151300151	DECEPTIVE PRACTICE	7760 QUINCY	BANK	2/28/2012 to/27/2012	Wed Thu	10:42/ 10:42	2
151300176	THEFT OF LABOR	7535 Kingery	MOTEL/HOTEL	2/30/2012 to/1/1/2013	Sun Tue	0:01/ 0:01	2
151300187	CRIMINAL DEFACEMENT	7368 Tennessee Dr	STORAGE SHED	1/9/2013 to	Wed	8:00/ 15:30	3
151300197	MOTOR VEH THEFT	6320 Madison	DRIVEWAY-RESIDENTIAL	1/9/2013 to/10/2013	Wed Thu	21:00/ 8:00	1
151300210	HIT AND RUN ACCIDENT	39 Stirling	STREET	1/9/2013 to/13/2013	Wed Sun	22:00/ 7:00	3
151300231	DAMAGE TO STATE SUP PROP	208 Midway Dr	PARK	1/12/2013 to	Sat	2:36/	1
151300237	THEFT UNDER \$300	7737 Kingery	RESTAURANT-CHAIN	1/12/2013 to	Sat	11:00/ 11:51	2
151300253	THEFT UNDER \$300	7195 Kingery	RESTAURANT-CHAIN	1/12/2013 to	Sat	13:00/ 14:00	2
151300301	MOTOR VEH THEFT	6180 Knoll Lane Ct	CONDO-PARKING LOT	1/12/2013 to/15/2013	Sat Tue	15:00/ 7:00	2
151300331	FRAUD	335 59th St	RESIDENCE-PRIVATE	1/16/2013 to	Wed	0:00/ 14:00	2
151300335	CREDIT CARD FRAUD	64 Portwine Rd	GROCERY OR FOOD STORE-CHAI	1/16/2013 to	Wed	19:20/	3
151300335	CREDIT CARD FRAUD	64 Portwine Rd	RESIDENCE-PRIVATE	1/16/2013 to	Wed	0:00/	1
151300349	MOTOR VEH THEFT	6097 Knollwood Road	CONDO-PARKING LOT	1/16/2013 to/17/2013	Wed Thu	17:30/ 10:00	3
151300350	MOTOR VEH THEFT	6113 Knollwood Road	CONDO-PARKING LOT	1/17/2013 to	Thu	8:30/ 19:30	3
151300371	ASSIST OTHER GOV AGENCY	Rt 83 At South Frontage	GAS/AUTO SERVICE STATION	1/18/2013 to	Fri	14:00/	2
151300375	THEFT OVER \$300	6300 Clarendon Hills Road	NURSING HOME	5/22/2012 to/23/2012	Tue Wed	0:01/ 23:59	3
151300404	THEFT FROM MOTOR VEHICLE	6106 Knoll Valley #104	CONDO-PARKING LOT	1/21/2013 to	Mon	8:09/	2
151300449	THEFT FROM MOTOR VEHICLE	840 Plainfield	PARKING LOT-BUSINESS	1/9/2013 to/23/2013	Wed Wed	8:40/	2
151300451	VIOLATION ORDER OF PROTECTI	6109 Knollwood Rd #104	CONDO	1/10/2013 to/23/2013	Thu Wed	10:41/	2
151300464	BURGLARY FROM MOTOR VEHIC	7199 Kingery	PARKING LOT-BUSINESS	1/23/2013 to	Wed	17:24/	3
151300476	HIT AND RUN ACCIDENT	7650 Clarendon Hills Road	PARKING LOT-GENERAL USE	1/24/2013 to	Thu	9:30/ 10:30	2
151300575	THEFT OVER \$300	6300 Kingery	BUSINESS PLACE-COMMERCIAL	2/19/2012 to/20/2012	Wed Thu	9:30/ 20:00	2
151300591	ALL OTHER DISORDERLY CONDU	7368 Tennessee Dr	CONDO-COMMON AREA	1/30/2013 to	Wed	17:16/	3
151300592	RETAIL THEFT	6300 Vkingery	GROCERY OR FOOD STORE-CHAI	1/29/2013 to	Tue	20:11/ 20:13	3

Crime Analysis Breakdown for January 2013

PCLASS	Number of Occurrences
ALL OTHER DISORDERLY CONDUCT	1
ASSIST OTHER GOV AGENCY	1
BURGLARY FROM MOTOR VEHICLE	1
CREDIT CARD FRAUD	2
CRIMINAL DEFACEMENT	1
DAMAGE TO PROPERTY	2
DAMAGE TO STATE SUP PROP	1
DECEPTIVE PRACTICE	1
DOMESTIC BATTERY	1
FRAUD	2
HARASSMENT BY TELEPHONE	1
HIT AND RUN ACCIDENT	2
MOTOR VEH THEFT	5
RETAIL THEFT	1
THEFT FROM MOTOR VEHICLE	2
THEFT OF LABOR	1
THEFT OVER \$300	2
THEFT UNDER \$300	4
VIOLATION ORDER OF PROTECTION	1

PREMISE	Number of Occurrences
APARTMENT-PARKING LOT	1
BANK	1
BUSINESS PLACE-COMMERCIAL	1
CONDO	1
CONDO-COMMON AREA	1
CONDO-PARKING LOT	4
DRIVEWAY-RESIDENTIAL	1
GAS/AUTO SERVICE STATION	1
GROCERY OR FOOD STORE-CHAIN	2
MOTEL/HOTEL	1
NURSING HOME	1
PARK	1
PARKING LOT-BUSINESS	3
PARKING LOT-GENERAL USE	2
RESIDENCE-PRIVATE	6
RESTAURANT-CHAIN	3
STORAGE SHED	1
STREET	1

DAYCODE	Number of Occurrences
Fri	1
Mon	2
Mon Tue	1
Sat	3
Sat Fri	1
Sat Tue	1
Sun Mon	1
Sun Tue	1
Thu	4
Thu Thu	1
Thu Wed	1
Tue	1
Tue Wed	1

SC#	Offense Classification	Location	Premise Type	DATES	DAY	TIMES	S
Wed		6					
Wed Sun		1					
Wed Thu		5					
Wed Wed		1					

SUBDIV	Number of Occurrences
ASCOT GLEN	1
BURR RIDGE	1
GOWER WEST	1
INDUSTRIAL PARK	2
KMART	1
LAKE HINSDALE COMMONS	2
LAKE HINSDALE VILLAGE	2
NORTH OF PLAINFIELD/EAST OF RT 83	3
NORTH OF PLAINFIELD/WEST OF RT 83	1
NORTHWEST WILLOWBROOK	1
RED ROOF INN	1
SOUTH OF PLAINFIELD/EAST OF RT 83	1
SOUTH OF PLAINFIELD/WEST OF RT 83	1
SOUTHWEST WILLOWBROOK	1
THE KNOLLS	4
THE OAKS OF KNOLLWOOD	2
TOWN CENTER	3
WATERFORD	1
WILLOWBROOK APARTMENTS	3

REPTAREA	Number of Occurrences
110	1
111	2
112	1
113	4
117	2
118	2
120	1
130	3
134	1
210	1
211	3
214	1
216	1
230	1
232	1
234	2
236	1
250	3
400	1

OFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	ADMIN PEND. CLOSED
			0	1	2	3	4	5	6	7	8	9		
		REF. OTHER		ADULT JUV.		OFFENSES CLEARED		DEATH DENIED		PROS. JUV NO				
		TOTAL	UNFD.	ARREST	ARREST	OFND.	EXTRA.	COOP.	REF.	DECL.	CUST.	TOTAL	CLRD.	
BATTERY														
0486		DOMESTIC BATTERY	3	0	0	2	0	0	0	0	0	2	1	0
		TOTALS	3	0	0	2	0	0	0	0	0	2	1	0
BURGLARY/THEFT FROM MOTOR VEHICLE														
0710		THEFT FROM MOTOR VEHICLE	2	0	0	0	0	0	0	0	0	0	1	1
0760		BURGLARY FROM MOTOR VEH	2	0	0	0	0	0	0	0	0	0	1	1
		TOTALS	4	0	0	0	0	0	0	0	0	0	2	2
THEFT														
0810		THEFT OVER 150/300	2	0	0	0	0	0	0	0	0	0	2	0
0820		THEFT UNDER 150/300	5	0	0	1	0	0	1	0	0	2	3	0
0860		RETAIL THEFT	1	0	0	0	0	0	0	0	0	0	1	0
		TOTALS	8	0	0	1	0	0	1	0	0	2	6	0
MOTOR VEHICLE THEFT														
0910		THEFT OF MV	3	0	0	0	0	0	0	0	0	0	3	0
		TOTALS	3	0	0	0	0	0	0	0	0	0	3	0
DECEPTION														
1110		DECEPTIVE PRACTICES	1	0	0	0	0	0	0	0	0	0	0	1
1130		FRAUD	2	0	0	0	0	0	0	0	0	0	2	0
1150		CREDIT CARD FRAUD	1	0	0	0	0	0	1	0	0	1	0	0
1210		THFT OF LABOR, SERV USE O	1	0	0	0	0	0	0	0	0	0	0	1
		TOTALS	5	0	0	0	0	0	1	0	0	1	2	2

OFFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	TOTAL PEND.	ADMIN CLOSED		
			0	1	2	3	4	5	6	7	8	9				10	
CRIMINAL DAMAGE & TRESPASS TO PROPERTY																	
1305		CRIM DEFACEMENT/PROPERTY	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1310		CRIMINAL DAMAGE TO PROPER	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
1330		CRIM TRESPASS/REAL PROPER	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
1340		CRIM DAM GOVNV SUPP PROP	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
		TOTALS	5	0	0	0	1	0	0	0	0	0	0	0	1	0	4
LIQUOR CONTROL ACT VIOLATIONS																	
2230		ILL CONSUMP ALCOHOL/MINOR	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0
		TOTALS	1	0	0	0	1	0	0	0	0	0	0	1	0	0	0
MOTOR VEHICLE OFFENSES																	
2410		DRIVING UNDER THE INFL-AL	3	0	0	0	0	0	0	0	0	0	0	0	3	0	0
2411		DUI. BLOOD/ALCOHOL OVER .	1	0	0	0	1	0	0	0	0	0	0	1	0	0	0
		TOTALS	4	0	0	0	4	0	0	0	0	0	0	4	0	0	0
DISORDERLY CONDUCT																	
2825		TELEPHONE HARASSMENT	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0
2890		DIS CONDUCT-OTHER-NOT DRU	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0
		TOTALS	2	0	0	0	0	0	0	0	0	1	0	1	1	1	0
OTHER OFFENSES																	
4387		VIOLATION OF ORDER OF PRO	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0



Willowbrook Police Department  
Criminal Investigation Division / Monthly Case Status Summary

For: **February 2013**

S/C #	Offense Classification	Location	Investigator:	DISPO:	DDATE:
151300630	HIT AND RUN ACCIDENT	Rt 83 At 73rd Ct	KASPAR	CLEARED BY ARREST-ADULT	2/11/2013
151300630	BURGLARY	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/1/2013
151300630	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/1/2013
151300656	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/2/2013
151300736	THEFT UNDER \$300	215 63rd St	STRUGALA	CLEARED - UNFOUND	2/13/2013
151300782	DOMESTIC BATTERY	7343 Tennessee Dr #217	KASPAR	REFERRED TO OTHER JURISDICTION	2/12/2013
151300791	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/8/2013
151300805	THEFT OVER \$300	7800 Kingery	KASPAR	CLEARED - UNFOUND	2/12/2013
151300813	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/9/2013
151300830	RESIDENTIAL BURGLARY	157 Waterford Dr	STRUGALA	OPEN	2/12/2013
151300839	DRUG EQUIPMENT	7600 Farmingdale		CLEARED BY ARREST-ADULT	2/10/2013
151300839	POSS OF CANNABIS	7600 Farmingdale		CLEARED BY ARREST-ADULT	2/10/2013
151300846	THEFT FROM COIN-OPR MACHINE	855 79th St		ADMINISTRATIVELY CLOSED	2/12/2013
151300860	THEFT UNDER \$300	6003 Western		ADMINISTRATIVELY CLOSED	2/12/2013
151300869	THEFT OVER \$300	6423 Meadow Lane	STRUGALA	CLEARED EXCEPTIONALLY - VICTIM REFU	2/14/2013
151300919	THEFT OVER \$300	6300 Kingery - Goodwill		ADMINISTRATIVELY CLOSED	2/18/2013
151300920	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/14/2013
151300920	BATTERY	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/14/2013
151300926	POSS CONTROLLED SUBSTANCE	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/14/2013
151300926	RETAIL THEFT	6300 Kingery - Dominicks		CLEARED BY ARREST-ADULT	2/14/2013
151300973	RETAIL THEFT	201 63rd St		CLEARED BY ARREST-ADULT	2/16/2013
151300991	SUSPICIOUS CIRCUMSTANCES	6183 Pinewood #102	STRUGALA	CLEARED EXCEPTIONALLY - VICTIM REFU	2/25/2013
151301003	HARASSMENT BY TELEPHONE	140 Lincoln Oaks	KASPAR	ADMINISTRATIVELY CLOSED	2/25/2013
151301018	DECEPTIVE PRACTICE	7551 S Madison	KASPAR	CLEARED EXCEPTIONALLY - VICTIM REFU	3/4/2013
151301067	BURGLARY FROM MOTOR VEHICLE	6300 KINGERY - PHILLIES		ADMINISTRATIVELY CLOSED	2/21/2013
151301070	THEFT OVER \$300	6607 Stough	KASPAR	OPEN	2/21/2013
151301090	VIOLATION ORDER OF PROTECTION	6109 Knollwood Rd #104	STRUGALA	CLEARED BY ARREST-ADULT	2/22/2013
151301104	THEFT UNDER \$300	25 Portwine Rd	STRUGALA	OPEN	3/1/2013
151301117	POSS CONTROLLED SUBSTANCE	Tremont/Hill	STRUGALA	CLEARED BY ARREST-ADULT	2/22/2013
151301130	BURGLARY FROM MOTOR VEHICLE	7800 Kingery	KASPAR	OPEN	3/1/2013
151301131	HIT AND RUN ACCIDENT	6607 Snug Harbor		CLEARED BY ARREST-ADULT	2/22/2013
151301167	ILLEGAL TRANS ALCOHOLIC LIQUOR	840 Plainfield		CLEARED BY ARREST-ADULT	2/24/2013
151301167	RETAIL THEFT	840 Plainfield		CLEARED BY ARREST-ADULT	2/24/2013
151301167	BATTERY	840 Plainfield		CLEARED BY ARREST-ADULT	2/24/2013
151301179	DAMAGE TO PROPERTY	6161 Knollway #207		ADMINISTRATIVELY CLOSED	2/25/2013
151301181	DOMESTIC BATTERY	262 Waverly Ct	STRUGALA	OPEN	2/26/2013
151301185	BATTERY	807 72nd Ct		CLEARED BY ARREST-ADULT	2/25/2013

Case status totals from 1/1/2013 to 2/28/2013

Investigator	Total Assigned	Total Cases Cleared:	Total Active	Total Cases Inactive:
ALTOBELLA	0	0	0	0
KASPAR	20	9	10	1
STRUGALA	13	5	8	0
<b>Division totals</b>	<b>33</b>	<b>13</b>	<b>18</b>	<b>1</b>

Clear up percentage rate: **39%**

OFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	ADMIN PEND. CLOS				
			0	1	2	3	4	5	6	7	8	9			10			
BATTERY																		
0460		SIMPLE BATTERY	3	0	0	3	0	0	0	0	0	0	0	0	0	3	0	0
0486		DOMESTIC BATTERY	5	0	1	2	0	0	0	0	0	0	0	0	0	2	2	0
		TOTALS	8	0	1	5	0	0	0	0	0	0	0	0	5	2	2	0
BURGLARY																		
0610		BURGLARY	2	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0
0625		BURGLARY RESIDENTIAL	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
		TOTALS	3	0	0	2	0	0	0	0	0	0	0	0	2	1	1	0
BURGLARY/THEFT FROM MOTOR VEHICLE																		
0710		THEFT FROM MOTOR VEHICLE	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
0760		BURGLARY FROM MOTOR VEH	4	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3
		TOTALS	6	0	0	0	0	0	0	0	0	0	0	0	0	0	2	4
THEFT																		
0810		THEFT OVER 150/300	7	1	0	1	0	0	0	0	0	0	0	0	2	3	3	1
0820		THEFT UNDER 150/300	9	1	0	2	0	0	0	0	0	0	0	0	3	4	1	1
0860		RETAIL THEFT	10	0	0	8	1	0	0	0	0	0	0	9	1	0	0	0
0895		THEFT FROM COIN OP DEVICE	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
		TOTALS	27	2	0	11	1	0	0	0	0	0	0	14	9	9	2	2
MOTOR VEHICLE THEFT																		
0910		THEFT OF MV	3	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0
		TOTALS	3	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0

OFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	PEND.	ADMIN CLOSED			
			0	1	2	3	4	5	6	7	8	9				10		
DECEPTION																		
1110		DECEPTIVE PRACTICES	2	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
1130		FRAUD	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
1150		CREDIT CARD FRAUD	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0
1210		THFT OF LABOR, SERV USE	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
		TOTALS	6	0	0	0	0	1	0	0	0	0	0	0	0	1	3	2
CRIMINAL DAMAGE & TRESPASS TO PROPERTY																		
1305		CRIM DEFACE/PROPERTY	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1310		CRIMINAL DAMAGE TO PROPER	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
1330		CRIM TRESPASS/REAL PROPER	1	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0
1340		CRIM DAM GOV N SUPP PROP	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
		TOTALS	6	0	0	0	0	1	0	0	0	0	0	0	0	1	0	5
OFFENSES INVOLVING CHILDREN																		
1715		TOBACCO POSS/SALE	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		TOTALS	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CANNABIS CONTROL ACT																		
1811		CCA POSS OF 30 GRAMS OR L	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0
		TOTALS	2	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0

DUPAGE COUNTY CRIMINAL JUSTICE INFORMATION SYSTEM - C.J.I.S.  
 INCIDENT IUCR REPORT FOR - AGENCY: WL - 01/01/13 THRU 02/28/13

OFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	PEND.	ADMIN CLOSED			
			0	1	3	4	5	6	7	8	10	2				9		
CONTROLLED SUBSTANCES ACT																		
2020		CSA POSSESSING A CONT'LD	3	0	0	3	0	0	0	0	0	0	0	0	0	3	0	0
		TOTALS	3	0	0	3	0	0	0	0	0	0	0	0	3	0	0	
DRUG PARAPHERNALIA ACT																		
2170		POSS OF DRUG EQUIPMENT	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	
		TOTALS	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	
LIQUOR CONTROL ACT VIOLATIONS																		
2230		ILL CONSUMP ALCOHOL/MINOR	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0	
		TOTALS	1	0	0	0	1	0	0	0	0	0	0	0	1	0	0	
MOTOR VEHICLE OFFENSES																		
2410		DRIVING UNDER THE INFL-AL	4	0	0	4	0	0	0	0	0	0	0	0	4	0	0	
2411		DUI. BLOOD/ALCOHOL OVER .	1	0	0	1	0	0	0	0	0	0	0	1	0	0	0	
2430		TRANS OF ALCOHOLIC LIQUOR	1	0	0	1	0	0	0	0	0	0	0	1	0	0	0	
		TOTALS	6	0	0	6	0	0	0	0	0	0	0	6	0	0	0	
DISORDERLY CONDUCT																		
2825		TELEPHONE HARASSMENT	2	0	0	0	0	0	0	1	0	0	0	0	1	0	1	
2890		DIS CONDUCT-OTHER-NOT DRU	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	
		TOTALS	3	0	0	0	0	0	0	1	0	0	0	0	1	1	1	

OFNS CODE	CSA	OFFENSE CLASSIFICATION	OFFENSE STATUS CODES										TOTAL CLRD.	ADMIN PEND. CLOS	
			0	1	3	4	5	6	7	8	10	2			9
			TOTAL UNFPD.	REF. OTHER	ADULT ARREST	JUV. ARREST	OFFENSES CLEARED DEATH DENIED	REF. COOP.	PROS. DECL.	JUV NO CUST.					
INTERFERENCE WITH PUBLIC OFFICERS															
3710		RESIST OR OBSTRUCT A P/O	1	0	0	1	0	0	0	0	0	0	1	0	0
		TOTALS	1	0	0	1	0	0	0	0	0	0	1	0	0
OTHER OFFENSES															
4387		VIOLATION OF ORDER OF PRO	2	0	0	2	0	0	0	0	0	0	2	0	0
5081		IN-STATE WARRANT	8	0	0	8	0	0	0	0	0	0	8	0	0
		TOTALS	10	0	0	10	0	0	0	0	0	0	10	0	0
		GRAND TOTAL	96	12	1	41	3	0	4	0	0	48	21	14	

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

INFORMATION - MONTHLY EXPENDITURE REPORT

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached report is a monthly Expenditure Report for the month of January and February, 2013.

**REQUEST FOR FEEDBACK (if any)**

NONE.

**STAFF RECOMMENDATION (if any)**

NONE.

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR JANUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>POLICE DEPARTMENT</u>								
<u>ADMINISTRATION</u>								
<u>PERSONNEL SERVICES</u>								
01-30-630-101	SALARIES - PERMANENT EMPLOYEES	187,543.94	1,424,506.98	79.21	1,798,333.00	373,826.02	39.61	3,596,666.00
01-30-630-102	OVERTIME	18,971.38	211,603.24	91.56	231,100.00	19,496.76	45.78	462,200.00
01-30-630-103	OVERTIME-SPECIAL DETAIL & GRANTS	2,590.97	12,112.50	35.18	34,427.00	22,314.50	17.59	68,854.00
01-30-630-104	PART TIME CLERICAL	1,090.46	13,452.69	58.92	22,834.00	9,381.31	29.46	45,668.00
01-30-630-106	INTERN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-126	SALARIES - CLERICAL	10,837.44	108,287.90	76.86	140,883.00	32,595.10	38.43	281,766.00
01-30-630-127	OVER-TIME - CLERICAL	437.63	5,575.66	38.72	14,400.00	8,824.34	19.36	28,800.00
01-30-630-141	EMPLOYEE BENEFIT - MEDICAL INSURANC	24,018.33	217,700.42	69.76	312,070.00	94,369.58	34.88	624,139.00
01-30-630-144	EMPLOYEE BENEFIT - UNEMPLOYMENT INS	198.54	716.39	26.53	2,700.00	1,983.61	13.27	5,400.00
01-30-630-147	EMPLOYEE BENEFIT - MEDICARE	2,105.70	20,894.15	77.94	26,807.00	5,912.85	38.97	53,614.00
01-30-630-151	I M R F	2,262.91	20,677.54	72.97	28,338.00	7,660.46	36.48	56,676.00
01-30-630-155	POLICE PENSION	44,768.30	447,683.00	76.92	581,988.00	134,305.00	38.46	1,163,976.00
01-30-630-156	SLEP PENSION	2,695.83	33,149.19	72.57	45,680.00	12,530.81	36.28	91,360.00
01-30-630-161	SOCIAL SECURITY FICA	655.56	7,776.97	70.42	11,043.00	3,266.03	35.21	22,086.00
*TOTAL	PERSONNEL SERVICES	298,176.99	2,524,136.63	77.65	3,250,603.00	726,466.37	38.83	6,501,205.00
<u>CONTRACTUAL SERVICES</u>								
01-30-630-201	PHONE - TELEPHONES	2,193.50	19,990.48	84.86	23,556.00	3,565.52	42.43	47,112.00
01-30-630-202	ACCREDITATION	0.00	4,195.00	98.71	4,250.00	55.00	49.35	8,500.00
01-30-630-231	STORAGE SPACE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-236	RADIO PAGING SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-238	FIAT	0.00	3,500.00	100.00	3,500.00	0.00	50.00	7,000.00
01-30-630-241	FEES - SPECIAL ATTORNEY	1,052.00	8,317.00	72.55	11,464.00	3,147.00	36.27	22,928.00
01-30-630-242	DUPAGE CHILDREN'S CENTER	0.00	3,000.00	100.00	3,000.00	0.00	50.00	6,000.00
01-30-630-243	DUMEG CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-245	FIRING RANGE	0.00	41.76	1.39	3,000.00	2,958.24	0.70	6,000.00
01-30-630-246	RED LIGHT ADJUDICATOR	447.50	2,765.00	34.56	8,000.00	5,235.00	17.28	16,000.00
01-30-630-247	RED LIGHT CAMERA FEES	0.00	179,800.00	66.67	269,700.00	89,900.00	33.33	539,400.00
01-30-630-248	RED LIGHT - COM ED	174.66	1,585.95	66.08	2,400.00	814.05	33.04	4,800.00
01-30-630-249	RED LIGHT - MISC FEE	0.00	9,307.75	132.97	7,000.00	-2,307.75	66.48	14,000.00
*TOTAL	CONTRACTUAL SERVICES	3,867.66	232,502.94	69.22	335,870.00	103,367.06	34.61	671,740.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-630-301	OFFICE SUPPLIES	891.37	4,136.43	60.83	6,800.00	2,663.57	30.41	13,600.00
01-30-630-302	PRINTING & PUBLISHING	1,580.28	2,839.73	52.11	5,450.00	2,610.27	26.05	10,900.00
01-30-630-303	GAS-OIL-WASH-MILEAGE	5,604.77	56,253.33	65.64	85,700.00	29,446.67	32.82	171,400.00
01-30-630-304	SCHOOLS-CONFERENCE TRAVEL	743.99	4,789.68	23.96	19,990.00	15,200.32	11.98	39,980.00
01-30-630-305	TUITION REIMBURSEMENT	0.00	0.00	0.00	6,750.00	6,750.00	0.00	13,500.00
01-30-630-306	REIMB PERSONAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-307	FEES-DUES-SUBSCRIPTIONS	624.80	7,121.05	75.76	9,400.00	2,278.95	37.88	18,800.00
01-30-630-311	POSTAGE & METER RENT	125.20	1,096.01	24.36	4,500.00	3,403.99	12.18	9,000.00
01-30-630-315	COPY SERVICE	317.72	1,534.31	38.36	4,000.00	2,465.69	19.18	8,000.00
01-30-630-331	OPERATING SUPPLIES	0.00	1,671.93	27.87	6,000.00	4,328.07	13.93	12,000.00
01-30-630-345	UNIFORMS	6,094.91	21,730.53	79.89	27,200.00	5,469.47	39.95	54,400.00
01-30-630-346	AMMUNITION	0.00	10,350.00	51.75	20,000.00	9,650.00	25.88	40,000.00
*TOTAL	SUPPLIES & MATERIAL #1	15,983.04	111,523.00	56.96	195,790.00	84,267.00	28.48	391,580.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR JANUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>EQUIPMENT - OFFICE</u>								
01-30-630-401	OPERATING EQUIPMENT	2,513.42	14,843.51	67.47	22,000.00	7,156.49	33.74	44,000.00
01-30-630-405	FURNITURE & OFFICE EQUIPMENT	411.77	411.77	82.35	500.00	88.23	41.18	1,000.00
01-30-630-409	MAINTENANCE - VEHICLES	3,909.80	36,510.71	50.71	72,000.00	35,489.29	25.35	144,000.00
01-30-630-421	MAINTENANCE - RADIO EQUIPMENT	0.00	135.00	2.14	6,300.00	6,165.00	1.07	12,600.00
*TOTAL	EQUIPMENT - OFFICE	6,834.99	51,900.99	51.49	100,800.00	48,899.01	25.74	201,600.00
**TOTAL	ADMINISTRATION	324,862.68	2,920,063.56	75.20	3,883,063.00	962,989.44	37.60	7,766,125.00
<u>BLDG - CONSTRUCTION REMODELING</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-635-288	BLDG CONSTR & REMOD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BLDG - CONSTRUCTION REMODELING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>DATA PROCESSING</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-640-212	EDP-SOFTWARE	250.00	4,670.72	89.82	5,200.00	529.28	44.91	10,400.00
01-30-640-263	EDP-EQP. MAINTENANCE	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
*TOTAL	CONTRACTUAL SERVICES	250.00	4,670.72	75.33	6,200.00	1,529.28	37.67	12,400.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-640-305	EDP-PERSONAL TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-640-306	CONSULTING SERVICES	0.00	0.00	0.00	2,000.00	2,000.00	0.00	4,000.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	0.00	0.00	2,000.00	2,000.00	0.00	4,000.00
<u>EQUIPMENT - OFFICE</u>								
01-30-640-401	EDP-OPERATING EQP.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	DATA PROCESSING	250.00	4,670.72	56.96	8,200.00	3,529.28	28.48	16,400.00
<u>RISK MANAGEMENT</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-645-273	SELF INS - DEDUCTIBLE	195.49	195.49	1.56	12,500.00	12,304.51	0.78	25,000.00
01-30-645-275	BONDS-SELF INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	195.49	195.49	1.56	12,500.00	12,304.51	0.78	25,000.00
**TOTAL	RISK MANAGEMENT	195.49	195.49	1.56	12,500.00	12,304.51	0.78	25,000.00
<u>PATROL SERVICES</u>								
<u>PERSONNEL SERVICES</u>								
01-30-650-107	PART TIME - MATRON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTUAL SERVICES</u>								
01-30-650-288	ANIMAL CONTROL	0.00	265.00	35.33	750.00	485.00	17.67	1,500.00
*TOTAL	CONTRACTUAL SERVICES	0.00	265.00	35.33	750.00	485.00	17.67	1,500.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-650-342	LIQUOR VIOLATIONS	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
01-30-650-343	JAIL SUPPLIES	0.00	130.35	13.04	1,000.00	869.65	6.52	2,000.00
01-30-650-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-650-346	DUI DRAW/LAB	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
01-30-650-348	DRUG FORFEITURE EXP. - STATE	0.00	37,720.22	7,544.04	500.00	-37,220.22	3,772.02	1,000.00
01-30-650-349	DRUG FORFEITURE EXP. - FEDERAL	0.00	3,907.50	781.50	500.00	-3,407.50	390.75	1,000.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	41,758.07	1,391.94	3,000.00	-38,758.07	695.97	6,000.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR JANUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>EQUIPMENT - OFFICE</u>								
01-30-650-401	OPERATING EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	**TOTAL PATROL SERVICES	0.00	42,023.07	1,120.62	3,750.00	-38,273.07	560.31	7,500.00
<u>INVESTIGATIVE SERVICES</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-655-236	RADIO PAGING SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-655-335	CAMERA SUPPLIES	0.00	0.00	0.00	350.00	350.00	0.00	700.00
01-30-655-339	CONFIDENTIAL FUNDS	20.00	70.00	7.00	1,000.00	930.00	3.50	2,000.00
01-30-655-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-655-347	SUBPOENA FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL SUPPLIES & MATERIAL #1	20.00	70.00	5.19	1,350.00	1,280.00	2.59	2,700.00
<u>EQUIPMENT - OFFICE</u>								
01-30-655-401	OPERATING EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-655-405	FURN & OFFICE EQUIPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	**TOTAL INVESTIGATIVE SERVICES	20.00	70.00	5.19	1,350.00	1,280.00	2.59	2,700.00
<u>TRAFFIC SAFETY</u>								
<u>PERSONNEL SERVICES</u>								
01-30-660-105	PART TIME - CROSSING GUARD	255.86	3,179.92	68.77	4,624.00	1,444.08	34.38	9,248.00
	*TOTAL PERSONNEL SERVICES	255.86	3,179.92	68.77	4,624.00	1,444.08	34.38	9,248.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-660-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL SUPPLIES & MATERIAL #1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	**TOTAL TRAFFIC SAFETY	255.86	3,179.92	68.77	4,624.00	1,444.08	34.38	9,248.00
<u>E S D A COORDINATOR</u>								
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-665-263	SIREN MAINTENANCE	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
	*TOTAL SUPPLIES & MATERIAL #1	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
	**TOTAL E S D A COORDINATOR	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
<u>CRIME PREVENTION</u>								
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-670-302	PRINTING	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
01-30-670-331	COMMODITIES	0.00	2,088.12	46.40	4,500.00	2,411.88	23.20	9,000.00
	*TOTAL SUPPLIES & MATERIAL #1	0.00	2,088.12	37.97	5,500.00	3,411.88	18.98	11,000.00
	**TOTAL CRIME PREVENTION	0.00	2,088.12	37.97	5,500.00	3,411.88	18.98	11,000.00
<u>TELECOMMUNICATIONS</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-675-235	RADIO DISPATCHING	35,861.54	179,307.70	83.33	215,169.00	35,861.30	41.67	430,338.00
01-30-675-263	EQUIPMENT MNTNCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	*TOTAL CONTRACTUAL SERVICES	35,861.54	179,307.70	83.33	215,169.00	35,861.30	41.67	430,338.00

VILLAGE OF WILLOWBROOK  
EXPENDITURE REPORT FOR JANUARY, 2013  
GENERAL CORPORATE FUND

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ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>EQUIPMENT - OPERATING</u>								
01-30-675-401	OPERATING EQUIPMENT	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
*TOTAL	EQUIPMENT - OPERATING	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
**TOTAL	TELECOMMUNICATIONS	35,861.54	179,307.70	83.14	215,669.00	36,361.30	41.57	431,338.00
<u>CAPITAL IMPROVEMENTS</u>								
<u>CAPITAL EXPENDITURES</u>								
01-30-680-611	FURNITURE & OFFICE EQUIPMENT	0.00	239.00	0.00	0.00	-239.00	0.00	0.00
01-30-680-622	RADIO EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-680-625	NEW VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-680-641	EDP NEW EQUIPMENT	0.00	28,243.03	105.84	26,684.00	-1,559.03	52.92	53,368.00
01-30-680-642	COPY MACHINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CAPITAL EXPENDITURES	0.00	28,482.03	106.74	26,684.00	-1,798.03	53.37	53,368.00
**TOTAL	CAPITAL IMPROVEMENTS	0.00	28,482.03	106.74	26,684.00	-1,798.03	53.37	53,368.00
<u>CONTINGENCIES</u>								
01-30-685-799	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	POLICE DEPARTMENT	361,445.57	3,180,796.36	76.43	4,161,940.00	981,143.64	38.21	8,323,879.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR FEBRUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>POLICE DEPARTMENT</u>								
<u>ADMINISTRATION</u>								
<u>PERSONNEL SERVICES</u>								
01-30-630-101	SALARIES - PERMANENT EMPLOYEES	129,699.15	1,554,206.13	86.42	1,798,333.00	244,126.87	43.21	3,596,666.00
01-30-630-102	OVERTIME	21,516.50	233,119.74	100.87	231,100.00	-2,019.74	50.44	462,200.00
01-30-630-103	OVERTIME-SPECIAL DETAIL & GRANTS	1,649.07	13,761.57	39.97	34,427.00	20,665.43	19.99	68,854.00
01-30-630-104	PART TIME CLERICAL	856.26	14,308.95	62.67	22,834.00	8,525.05	31.33	45,668.00
01-30-630-106	INTERN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-126	SALARIES - CLERICAL	10,837.44	119,125.34	84.56	140,883.00	21,757.66	42.28	281,766.00
01-30-630-127	OVER-TIME - CLERICAL	440.48	6,016.14	41.78	14,400.00	8,383.86	20.89	28,800.00
01-30-630-141	EMPLOYEE BENEFIT - MEDICAL INSURANC	26,028.76	243,729.18	78.10	312,070.00	68,340.82	39.05	624,139.00
01-30-630-144	EMPLOYEE BENEFIT - UNEMPLOYMENT INS	0.00	716.39	26.53	2,700.00	1,983.61	13.27	5,400.00
01-30-630-147	EMPLOYEE BENEFIT - MEDICARE	2,059.22	22,953.37	85.62	26,807.00	3,853.63	42.81	53,614.00
01-30-630-151	I M R F	2,263.49	22,941.03	80.96	28,338.00	5,396.97	40.48	56,676.00
01-30-630-155	POLICE PENSION	44,768.30	492,451.30	84.62	581,988.00	89,536.70	42.31	1,163,976.00
01-30-630-156	SLEP PENSION	2,695.83	35,845.02	78.47	45,680.00	9,834.98	39.23	91,360.00
01-30-630-161	SOCIAL SECURITY FICA	745.96	8,522.93	77.18	11,043.00	2,520.07	38.59	22,086.00
*TOTAL	PERSONNEL SERVICES	243,560.46	2,767,697.09	85.14	3,250,603.00	482,905.91	42.57	6,501,205.00
<u>CONTRACTUAL SERVICES</u>								
01-30-630-201	PHONE - TELEPHONES	2,171.32	22,161.80	94.08	23,556.00	1,394.20	47.04	47,112.00
01-30-630-202	ACCREDITATION	0.00	4,195.00	98.71	4,250.00	55.00	49.35	8,500.00
01-30-630-231	STORAGE SPACE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-236	RADIO PAGING SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-238	FIAT	0.00	3,500.00	100.00	3,500.00	0.00	50.00	7,000.00
01-30-630-241	FEES - SPECIAL ATTORNEY	980.00	9,297.00	81.10	11,464.00	2,167.00	40.55	22,928.00
01-30-630-242	DUPAGE CHILDREN'S CENTER	0.00	3,000.00	100.00	3,000.00	0.00	50.00	6,000.00
01-30-630-243	DUMEG CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-245	FIRING RANGE	0.00	41.76	1.39	3,000.00	2,958.24	0.70	6,000.00
01-30-630-246	RED LIGHT ADJUDICATOR	397.50	3,162.50	39.53	8,000.00	4,837.50	19.77	16,000.00
01-30-630-247	RED LIGHT CAMERA FEES	44,950.00	224,750.00	83.33	269,700.00	44,950.00	41.67	539,400.00
01-30-630-248	RED LIGHT - COM ED	179.72	1,765.67	73.57	2,400.00	634.33	36.78	4,800.00
01-30-630-249	RED LIGHT - MISC FEE	2,995.90	12,303.65	175.77	7,000.00	-5,303.65	87.88	14,000.00
*TOTAL	CONTRACTUAL SERVICES	51,674.44	284,177.38	84.61	335,870.00	51,692.62	42.30	671,740.00
<u>SUPPLIES &amp; MATERIAL #1</u>								
01-30-630-301	OFFICE SUPPLIES	260.07	4,396.50	64.65	6,800.00	2,403.50	32.33	13,600.00
01-30-630-302	PRINTING & PUBLISHING	225.51	3,065.24	56.24	5,450.00	2,384.76	28.12	10,900.00
01-30-630-303	GAS-OIL-WASH-MILEAGE	6,441.55	62,694.88	73.16	85,700.00	23,005.12	36.58	171,400.00
01-30-630-304	SCHOOLS-CONFERENCE TRAVEL	762.07	5,551.75	27.77	19,990.00	14,438.25	13.89	39,980.00
01-30-630-305	TUITION REIMBURSEMENT	0.00	0.00	0.00	6,750.00	6,750.00	0.00	13,500.00
01-30-630-306	REIMB PERSONAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-630-307	FEES-DUES-SUBSCRIPTIONS	2,025.51	9,146.56	97.30	9,400.00	253.44	48.65	18,800.00
01-30-630-311	POSTAGE & METER RENT	17.55	1,113.56	24.75	4,500.00	3,386.44	12.37	9,000.00
01-30-630-315	COPY SERVICE	352.92	1,887.23	47.18	4,000.00	2,112.77	23.59	8,000.00
01-30-630-331	OPERATING SUPPLIES	179.97	1,851.90	30.87	6,000.00	4,148.10	15.43	12,000.00
01-30-630-345	UNIFORMS	1,088.41	22,818.94	83.89	27,200.00	4,381.06	41.95	54,400.00
01-30-630-346	AMMUNITION	0.00	10,350.00	51.75	20,000.00	9,650.00	25.88	40,000.00
*TOTAL	SUPPLIES & MATERIAL #1	11,353.56	122,876.56	62.76	195,790.00	72,913.44	31.38	391,580.00
<u>EQUIPMENT - OFFICE</u>								
01-30-630-401	OPERATING EQUIPMENT	172.77	15,016.28	68.26	22,000.00	6,983.72	34.13	44,000.00
01-30-630-405	FURNITURE & OFFICE EQUIPMENT	0.00	411.77	82.35	500.00	88.23	41.18	1,000.00
01-30-630-409	MAINTENANCE - VEHICLES	3,475.33	39,986.04	55.54	72,000.00	32,013.96	27.77	144,000.00
01-30-630-421	MAINTENANCE - RADIO EQUIPMENT	0.00	135.00	2.14	6,300.00	6,165.00	1.07	12,600.00
*TOTAL	EQUIPMENT - OFFICE	3,648.10	55,549.09	55.11	100,800.00	45,250.91	27.55	201,600.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR FEBRUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
**TOTAL	ADMINISTRATION	310,236.56	3,230,300.12	83.19	3,883,063.00	652,762.88	41.59	7,766,125.00
	<u>BLDG - CONSTRUCTION REMODELING</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-635-288	BLDG CONSTR & REMOD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	BLDG - CONSTRUCTION REMODELING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<u>DATA PROCESSING</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-640-212	EDP-SOFTWARE	500.00	5,170.72	99.44	5,200.00	29.28	49.72	10,400.00
01-30-640-263	EDP-EQP. MAINTENANCE	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
*TOTAL	CONTRACTUAL SERVICES	500.00	5,170.72	83.40	6,200.00	1,029.28	41.70	12,400.00
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-640-305	EDP-PERSONAL TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-640-306	CONSULTING SERVICES	0.00	0.00	0.00	2,000.00	2,000.00	0.00	4,000.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	0.00	0.00	2,000.00	2,000.00	0.00	4,000.00
	<u>EQUIPMENT - OFFICE</u>							
01-30-640-401	EDP-OPERATNG EQP.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	DATA PROCESSING	500.00	5,170.72	63.06	8,200.00	3,029.28	31.53	16,400.00
	<u>RISK MANAGEMENT</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-645-273	SELF INS - DEDUCTIBLE	41.17	236.66	1.89	12,500.00	12,263.34	0.95	25,000.00
01-30-645-275	BONDS-SELF INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	41.17	236.66	1.89	12,500.00	12,263.34	0.95	25,000.00
**TOTAL	RISK MANAGEMENT	41.17	236.66	1.89	12,500.00	12,263.34	0.95	25,000.00
	<u>PATROL SERVICES</u>							
	<u>PERSONNEL SERVICES</u>							
01-30-650-107	PART TIME - MATRON	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<u>CONTRACTUAL SERVICES</u>							
01-30-650-268	ANIMAL CONTROL	0.00	265.00	35.33	750.00	485.00	17.67	1,500.00
*TOTAL	CONTRACTUAL SERVICES	0.00	265.00	35.33	750.00	485.00	17.67	1,500.00
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-650-342	LIQUOR VIOLATIONS	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
01-30-650-343	JAIL SUPPLIES	0.00	130.35	13.04	1,000.00	869.65	6.52	2,000.00
01-30-650-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-650-346	DUI DRAW/LAB	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
01-30-650-348	DRUG FORFEITURE EXP. - STATE	0.00	37,720.22	7,544.04	500.00	-37,220.22	3,772.02	1,000.00
01-30-650-349	DRUG FORFEITURE EXP. - FEDERAL	0.00	3,907.50	781.50	500.00	-3,407.50	390.75	1,000.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	41,758.07	1,391.94	3,000.00	-38,758.07	695.97	6,000.00
	<u>EQUIPMENT - OFFICE</u>							
01-30-650-401	OPERATING EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	PATROL SERVICES	0.00	42,023.07	1,120.62	3,750.00	-38,273.07	560.31	7,500.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR FEBRUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
	<u>INVESTIGATIVE SERVICES</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-655-236	RADIO PAGING SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-655-335	CAMERA SUPPLIES	0.00	0.00	0.00	350.00	350.00	0.00	700.00
01-30-655-339	CONFIDENTIAL FUNDS	0.00	70.00	7.00	1,000.00	930.00	3.50	2,000.00
01-30-655-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-655-347	SUBPOENA FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	70.00	5.19	1,350.00	1,280.00	2.59	2,700.00
	<u>EQUIPMENT - OFFICE</u>							
01-30-655-401	OPERATING EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-655-405	FURN & OFFICE EQUIPT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	INVESTIGATIVE SERVICES	0.00	70.00	5.19	1,350.00	1,280.00	2.59	2,700.00
	<u>TRAFFIC SAFETY</u>							
	<u>PERSONNEL SERVICES</u>							
01-30-660-105	PART TIME - CROSSING GUARD	460.54	3,640.46	78.73	4,624.00	983.54	39.36	9,248.00
*TOTAL	PERSONNEL SERVICES	460.54	3,640.46	78.73	4,624.00	983.54	39.36	9,248.00
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-660-345	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	TRAFFIC SAFETY	460.54	3,640.46	78.73	4,624.00	983.54	39.36	9,248.00
	<u>E S D A COORDINATOR</u>							
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-665-263	SIREN MAINTENANCE	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
**TOTAL	E S D A COORDINATOR	0.00	715.75	119.29	600.00	-115.75	59.65	1,200.00
	<u>CRIME PREVENTION</u>							
	<u>SUPPLIES &amp; MATERIAL #1</u>							
01-30-670-302	PRINTING	0.00	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
01-30-670-331	COMMODITIES	1,248.95	3,337.07	74.16	4,500.00	1,162.93	37.08	9,000.00
*TOTAL	SUPPLIES & MATERIAL #1	1,248.95	3,337.07	60.67	5,500.00	2,162.93	30.34	11,000.00
**TOTAL	CRIME PREVENTION	1,248.95	3,337.07	60.67	5,500.00	2,162.93	30.34	11,000.00
	<u>TELECOMMUNICATIONS</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-675-235	RADIO DISPATCHING	0.00	179,307.70	83.33	215,169.00	35,861.30	41.67	430,338.00
01-30-675-263	EQUIPMENT MNTNCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	0.00	179,307.70	83.33	215,169.00	35,861.30	41.67	430,338.00
	<u>EQUIPMENT - OPERATING</u>							
01-30-675-401	OPERATING EQUIPMENT	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
*TOTAL	EQUIPMENT - OPERATING	0.00	0.00	0.00	500.00	500.00	0.00	1,000.00
**TOTAL	TELECOMMUNICATIONS	0.00	179,307.70	83.14	215,669.00	36,361.30	41.57	431,338.00

VILLAGE OF WILLOWBROOK  
 EXPENDITURE REPORT FOR FEBRUARY, 2013  
 GENERAL CORPORATE FUND

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<u>CAPITAL IMPROVEMENTS</u>								
<u>CAPITAL EXPENDITURES</u>								
01-30-680-611	FURNITURE & OFFICE EQUIPMENT	0.00	239.00	0.00	0.00	-239.00	0.00	0.00
01-30-680-622	RADIO EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-680-625	NEW VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-30-680-641	EDP NEW EQUIPMENT	0.00	28,243.03	105.84	26,684.00	-1,559.03	52.92	53,368.00
01-30-680-642	COPY MACHINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CAPITAL EXPENDITURES	0.00	28,482.03	106.74	26,684.00	-1,798.03	53.37	53,368.00
**TOTAL	CAPITAL IMPROVEMENTS	0.00	28,482.03	106.74	26,684.00	-1,798.03	53.37	53,368.00
<u>CONTINGENCIES</u>								
01-30-685-799	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
***TOTAL	POLICE DEPARTMENT	312,487.22	3,493,283.58	83.93	4,161,940.00	668,656.42	41.97	8,323,879.00
****TOTAL	GENERAL CORPORATE FUND	312,487.22	3,493,283.58	83.93	4,161,940.00	668,656.42	41.97	8,323,879.00
<u>FUND SUMMARY</u>								
1	GENERAL CORPORATE	312,487.22	3,493,283.58	83.93	4,161,940.00	668,656.42	41.97	8,323,879.00
	TOTALS ALL FUNDS	312,487.22	3,493,283.58	83.93	4,161,940.00	668,656.42	41.97	8,323,879.00

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

INFORMATION ONLY – VICTIM ASSISTANCE PROGRAM

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached is the monthly Victim's Assistance Program Report for the month of January and February 2013.

**REQUEST FOR FEEDBACK (if any)**

None.

**STAFF RECOMMENDATION (if any)**

None.

# VICTIM ASSISTANCE PROGRAM

## 2013

### January

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- 01/01/2013 Officers responded to 7450 Quincy St for the report of Motor Vehicle Theft (**Inc. #13-0006**). Contact with the victim was attempted on 01/03/13 at 1858 hours. The complainant was not available for comment at the number provided.
- 01/01/2013 Officers responded to 170 MacArthur Dr for the report of Criminal Damage to Property (**Inc. #13-0011**). The Complainant was contacted on 01/03/13 at 1903 hours. The complainant was not available for comment. A message was left at the number provided.
- 01/02/2013 Officers responded to 7000 Kingery Highway for the report of Damage to Property-Non Criminal (**Inc. #13-0032**). The Complainant was contacted on 01/03/13 at 2003 hours. A message was left at the complainant's phone number that was provided.
- 1/03/2013 Officers responded to 7404 Tennessee Dr #205 for the Incident of Criminal Damage to Property (**Inc. #13-0052**). The Complainant was contacted on 01/10/13 at 1940 hours. The complainant advised that the level of service provided by the R/O was great. She was especially pleased with the overall efficiency.
- 01/03/2013 Officers responded to 7165 Kingery Highway for the report of Theft \$300 and Under (**Inc. #13-0058**). Contact with the victim was attempted on 01/10/13 at 1944 hours. No one was available for comment. There was no option to leave a message at the number provided.
- 01/07/2013 Officers responded to 6425 Clarendon Hills Road #217 for the report of Phone Harassment (**Inc. #13-0129**). Contact with the victim was made on 01/10/13 at 1950 hours. A message was left at the number provided.
- 01/09/2013 Officers responded to 7368 Tennessee Dr for the report of Criminal Defacement (**Inc. #13-0187**). Contact with the complainant was attempted on 01/10/13 at 1954 hours. The complainant was not available for comment. A message was left at the number provided.

# VICTIM ASSISTANCE PROGRAM

## 2013

- 01/12/2013 Officers responded to 7737 Kingery Highway for the report of Theft \$300 and Under (Inc. #13000237). Contact with the complainant was attempted on 01/17/2013 at 1902. A message was left at the number provided by the complainant.
- 01/13/2013 Officers responded to 7195 Kingery Highway for the report of Theft \$300 and Under (Inc. #13000253). Contact with the complainant was attempted on 01/17/2013 at 1905 hours No one was available for comment at the number provided by the complainant.
- 01/15/2013 Officers responded to 6180 Knoll Lane Ct. for the report of Motor Vehicle Theft (Inc. #13000301. Contact with the complainant was made on 01/17/2013 at 1707 hours. She indicated the level of service provided was very satisfactory and all of her questions at the time were answered thoroughly. Per her request, she was then transferred to R/O's voicemail to provide further information.
- 01/16/2013 Officers responded to 335 59<sup>th</sup> St for the report of Fraud (Inc. #13000331). Contact with the complainant was attempted on 01/17/2013 at 1913 hours. The complainant stated that she was very satisfied with the level of service provided by the R/O and WBPD. She appreciated the prompt assistance with her incident.
- 01/16/2013 Officers responded to 64 Portwine Road for the report of Credit Card Fraud (Inc. #13000335). Contact was made on 01/17/2013 at 1917 hours. He stated that he was satisfied with the level of service provided by the WBPD.
- 01/23/2013 Officers responded to 840 Plainfield Road for the report of Theft from Motor Vehicle (Inc. #13000449). Contact with the complainant was attempted on 01/30/2013 at 1852 hours. Message was left at number provided.
- 01/23/2013 Officers responded to 7199 Kingery Highway for the report of Burglary from Motor Vehicle (Inc. #13000464). Contact with the complainant was attempted on 01/31/2013 at 1855 hours. Message was left at number provided.
- 01/24/2013 Officers responded to 7264 Cottonwood Ln #D for the report of Suspicious Circumstances (Inc. #13000484). Contact with the complainant was attempted on 01/31/2013 at 1858 hours. Message was left at his home number.

# VICTIM ASSISTANCE PROGRAM

## 2013

- 01/28/2013 Officers responded to 6242 Clarendon Hills Road for the report of Lost Article (Inc. #13000550). Contact with the complainant was attempted on 01/31/2013 at 1904 hours. The complainant was not available for comment.
- 01/29/2013 Officers responded to 6300-S Kingery Highway for the report of Theft over \$300 (Inc. #13001575). Contact with the complainant was attempted on 01/31/2013 at 1909 hours. The complainant was not available for comment at the number provided.
- 01/30/2013 Officers responded to 6300 Kingery Highway for the report of Retail Theft (Inc. #13000592). Contact with the complainant was attempted on 01/31/2013 at 1915 hours. No message could be left at the number provided by complainant.
- 01/00/2013 Officers responded to 730 Plainfield for the report of Identity Theft (Inc. #12001072). Contact was made with the complainant on 02/23/2012 at 1927 hours. She was very pleased with the level of service the R/O provided. He was very patient, kind and had excellent follow up service.
- 01/00/2013 Officers responded to 300 Plainfield Road for the report of Robbery (Inc. #12001098). Contact was made with the victim on 02/23/2012 at 1932 hours. She complimented the R/O's excellent overall support and assistance with the incident. The complainant commented she was pretty "shaken up", with the whole incident and the R/O was calm and very kind.
- 01/00/2013 Officers responded to 435 Woodgate Court for the report of Identity Theft and Credit Card Fraud (Inc. #12001116). Contact was made with the victim on 02/23/2012 at 1941 hours. He stated he was extremely satisfied with the level of service the R/O provided. All of his questions were answered very thoroughly and the R/O did an excellent job.

# VICTIM ASSISTANCE PROGRAM

## 2013

### February

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- 02/05/2013 Officers responded to 610 68<sup>th</sup> Street for the report of Suspicious Circumstances (Inc. #13-0726). Contact with the victim was attempted on 02/08/13 at 1801 hours. The complainant was not available for comment.
- 02/06/2013 Officers responded to 215 63<sup>rd</sup> Street for the report of Theft \$300 and Under (Inc. #13-0736). The Complainant was contacted on 02/08/13 at 1804 hours. The complainant was not available for comment. A message was left at the number provided.
- 02/09/2013 Officers responded to 7800 Kingery Highway for the report of Theft over \$300 (Inc. #13-0805). The Complainant was contacted on 02/13/13 at 1820 hours. The Complainant was not available for comment at the number that was provided.
- 02/10/2013 Officers responded to 157 Waterford Drive for the Incident of Residential Burglary (Inc. #13-0830). The Complainant was contacted on 02/13/13 at 1826 hours. The complainant advised that the level of service provided by the R/O was great. She was especially pleased with the overall efficiency.
- 02/11/2013 Officers responded to 855 79<sup>th</sup> Street for the report of Theft from Coin Operated Machine (Inc. #13-0846). Contact with the victim was attempted on 02/13/13 at 1829 hours. No one was available for comment.
- 02/11/2013 Officers responded to 6003 Western Avenue for the report of Theft \$300 and Under (Inc. #13-0860). Contact with the victim was made on 02/13/13 at 1833 hours. The Complainant stated the level of service was excellent. He appreciated the follow up call and will contact the PD if any other suspicious activity takes place.
- 02/12/2013 Officers responded to 6423 Meadow Lane for the report of Theft over \$300 (Inc. #13-0869). Contact with the complainant was attempted on 02/20/13 at 1805 hours. The complainant stated that both he and his mother were very appreciative of the professional level of service that was provided by the R/O and WBPD.

# VICTIM ASSISTANCE PROGRAM

## 2013

- 02/14/2013 Officers responded to 7601 Kingery Highway for the report of Lost Article **(Inc. #13-0917)**. Contact with the complainant was made on 02/20/2013 at 1808. She is waiting for further information pertaining to any suspects and understands that security personnel at Target has been contacted by R/O for video with any possible suspect information.
- 02/14/2013 Officers responded to 6300 Kingery Highway for the report of Theft over \$300 **(Inc. #13-0919)**. Contact with the complainant was attempted on 02/20/2013 at 1810 hours No one was available for comment at the number provided by the complainant.
- 02/17/2013 Officers responded to 7307 Tennessee Drive for the report of Found Property Not Stolen **(Inc. #13-0990)**. Contact with the complainant was attempted on 02/20/2013 at 1814 hours. No one was available for comment.
- 02/18/2013 Officers responded to 140 Lincoln Oaks Drive for the report of Phone Harassment **(Inc. #13-1003)**. Contact with the complainant was attempted on 02/18/2013 at 1831 hours. The complainant stated that she was very satisfied with the level of service provided by the R/O and WBPD. She appreciated the prompt assistance with her incident and the quality assurance phone call.
- 02/18/2013 Officers responded to 7551 S. Madison St. for the report of Deceptive Practices **(Inc. #13-1018)**. Contact was attempted on 02/20/2013 at 1834 hours. A message was left at the number provided.
- 02/20/2013 Officers responded to 6300 Route 83 for the report of Burglary from Motor Vehicle **(Inc. #13-1067)**. Contact was attempted on 02/21/2013 @ 2011 hours. No one was available for comment.
- 02/20/2013 Officers responded to 6607 Stough St for the report of Theft Over \$300 **(Inc. #13-1070)**. Contact was attempted on 02/21/2013 @ 2015 hours. No one was available for comment.
- 02/20/2013 Officers responded to 100 Lincoln Oaks Drive for the report of Lost Article **(Inc. #13-1074)**. Contact was attempted on 02/21/2013 @ 2017 hours. No message could be left at the number provided.

# VICTIM ASSISTANCE PROGRAM

## 2013

- 02/22/2013 Officers responded to 25 Portwine Road for the report of Theft \$300 and Under (Inc. #13-1104). Contact with the complainant was attempted on 03/06/2013 at 1840 hours. No one was available for comment.
- 02/22/2013 Officers responded to 7800 Kingery Highway for the report of Burglary from Motor Vehicle (Inc. #13-1130). Contact with the complainant was attempted on 03/06/2013 at 1842 hours. No message could be left at number provided, disconnected.

**COMMITTEE MEETING**

**AGENDA ITEM SUMMARY SHEET**

**AGENDA ITEM DESCRIPTION**

INFORMATION –LETTERS & CERTIFICATES OF APPRECIATION

**COMMITTEE REVIEW**

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/11/2013

- Discussion Only
- Seeking Feedback
- Regular Report
- Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Approval of Staff Recommendation (for immediate consideration by Village Board)
- Report/documents requested by Committee

**BACKGROUND**

The attached Letter(s) of Appreciation for the following:

- Detective Michelle Strugala
- Officer Andrew Pelliccioni
- Officer Scott Eisenbeis
- Officer John Handzik
- Officer Nicholas Volek
- Officer Darren Biggs
- Officer Chris Drake
- Secretary Lori Rinella
- Secretary Debbie Hahn

**REQUEST FOR FEEDBACK (if any)**

None.

**STAFF RECOMMENDATION (if any)**

None.



# Village of Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • [www.willowbrookil.org](http://www.willowbrookil.org)

## LETTER OF RECOGNITION

February 26, 2013

**Mayor**

Robert A. Napoli

**Village Clerk**

Leroy R. Hansen

### DETECTIVE MICHELLE STRUGALA

On June 6, 2011 Detective Michelle Strugala was assigned to investigate a Motor Vehicle Theft, Incident #11-4199 from Fluid Air Products, 7535 Plaza Court.

During the course of the investigation, Detective Strugala learned that a person had applied for a title, and that the stolen vehicle was purchased from Al Piemonte Nissan in Melrose Park. Detective Strugala was working with Oak Brook Police Department who had a similar incident. As the investigation further proceeded, interviews and a suspect name were developed. Detective Strugala was able to retrieve the vehicle and return it to its owner. A live line-up was conducted at the DuPage County Jail and the offender was positively identified as Lawrence Perry. Detective Strugala was able to obtain Felony arrest charges.

On February 13, 2013 Lawrence Perry was sentenced to 17 years and 2 months in the Illinois Department of Corrections.

Detective Michelle Strugala should be commended and recognized for her investigative skill and attentiveness to her duties.

MARK SHELTON  
CHIEF OF POLICE



*"A Place of American History"*



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## LETTER OF RECOGNITION

February 26, 2013

**Mayor**

Robert A. Napoli

**Village Clerk**

Leroy R. Hansen

### OFFICER ANDREW PELLICCIONI

On February 24, 2013 Willowbrook Officers responded to a Retail Theft in progress call at the Kmart Store. A vehicle description of one of the offending vehicles was given out. Officer Pelliccioni spotted the offending vehicle at 72<sup>nd</sup> Street and Kingery Highway. Officer Pelliccioni observed the stolen property inside the rear of the vehicle.

Officer Pelliccioni made a traffic stop on the suspect vehicle, after receiving an offender description from Officer Biggs and Officer Drake. The driver, Donald Chamberlain was identified as the offender and was transported to the Willowbrook Police Department. Officer Pelliccioni was also able to recover the stolen property from the offending vehicle as well. Donald Chamberlain was later charged with (3) felony charges and (4) traffic offenses.

Officer Pelliccioni should be commended and recognized for his attentiveness to his duties, as well as Officer Drake and Officer Biggs for their teamwork in apprehending the offender.

MARK SHELTON  
CHIEF OF POLICE



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## LETTER OF RECOGNITION

February 26, 2013

**Mayor**

Robert A. Napoli

**Village Clerk**

Leroy R. Hansen

### OFFICER SCOTT EISENBEIS

On Friday, February 22, 2013 Officer Eisenbeis responded to the 200 block of Hill Road for the report of a suspicious person.

Upon arrival Officer Eisenbeis approached Daniel Andresen to question his actions. At this time, Daniel Andresen began walking away from Officer Eisenbeis in an attempt to flee. Officer Eisenbeis then asked Daniel Andresen for identification and permission to search his person. The search recovered a small plastic bag which contained a white powdery substance that tested positive for cocaine. At this time Daniel Andresen attempted to run from Officer Eisenbeis and was immediately apprehended.

Officer Eisenbeis conducted a search of Daniel Andresen's property and located additional controlled substances and cannabis.

Officer Eisenbeis received felony charges for Possession of a Controlled Substance, Possession of Cannabis and Resisting / Obstruction a Police Officer.

Officer Scott Eisenbeis should be commended for his efforts and professionalism.

MARK SHELTON  
CHIEF OF POLICE



*"A Place of American History"*



# Village of Willowbrook

7760 Quincy Street  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 • Fax: (630) 323-0787 • [www.willowbrookil.org](http://www.willowbrookil.org)

## LETTER OF RECOGNITION

February 4, 2013

**Mayor**

Robert A. Napoli

**Village Clerk**

Leroy R. Hansen

### OFFICER SCOTT EISENBEIS

On Friday, January 25<sup>th</sup>, 2013 Officer Eisenbeis was dispatched to a theft of pallets, which had just occurred, from the Dominick's food store.

Officer Eisenbeis obtained a description of the vehicle (box truck) and the offenders. He then observed the offenders' vehicle after it had left the scene. The vehicle was stopped and the offenders returned to the scene with Officer Eisenbeis. They were positively identified by a witness. The three (3) offenders were subsequently arrested for the theft of the Dominick's pallets, which had an approximately value of \$375.00 U.S.C.

Additionally, Officer Eisenbeis also recovered from the offenders' vehicle numerous pallets that had been stolen from a Kroger food store having a total estimated value of \$4,000.00 U.S.C.

Officer Scott Eisenbeis should be commended for his efforts and professionalism.

MARK SHELTON  
CHIEF OF POLICE



*"A Place of American History"*

## Mark Shelton

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**From:** Laurie Schmitz  
**Sent:** Tuesday, February 12, 2013 9:50 AM  
**To:** Scott Eisenbeis  
**Cc:** Mark Shelton; Mark Altobella  
**Subject:** Citizen Appreciation

Hi Scott, Maggie called to extend her thank you for responding to her parent's home at 6774 Madison Street and taking the time to secure their shed door. She stated it was very nice of you and appreciated you taking the time to help her parents. Laurie

## Mark Shelton

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**From:** Deborah Hahn  
**Sent:** Thursday, February 07, 2013 11:55 AM  
**To:** Mark Shelton; Mark Altobella  
**Cc:** John Handzik  
**Subject:**

I received a call from Sue Bialas ref an Assist Ambulance at 421 Honey Locust Ln where an 86 yr old woman was found deceased. Ms. Bialas wanted to extend a HUGE thank you and words of gratitude for the quick response and the sensitivity that Ofc. Handzik showed during this emotional time. She stated that our officers are always prompt and do a great job!

*Debbie Kahn*

**Administrative Asst.  
Willowbrook Police Department  
7760 Quincy Street  
Willowbrook, IL 60527**

## Laurie Schmitz

**From:** Alice Jara  
**Sent:** Friday, January 18, 2013 10:01 AM  
**To:** Laurie Schmitz  
**Subject:** Hello-Officer Volek

Hi Laurie,

Please tell Mark Shelton and whoever would like to know, that Officer Nick? Volek really helped me out a few days ago regarding a car in our lot that was leaking gas. I just wanted you guys to know that he really handled it well in dealing with the resident .

Dear Chief Mark Shelton-

I feel it is my duty to inform you that you have an extraordinary and honorable man serving your department. I had a recent incident that I feel must be brought to your attention. On December 19, 2012, I was meeting Patrolman Darren Biggs in the parking lot of the Willowbrook Police Department to pick up his son, my grandson, for our usual Wednesday babysitting routine. As I drove from my house in Brookfield, I felt a strange feeling as if something was not right because my face was becoming painfully numb. As I pulled into the parking lot, Patrolman Biggs looked at me and noticed the left side of my face and left eye were drooping severely and immediately called it to my attention that my intuition was correct.

Patrolman Biggs instantly went into emergency response mode. He stayed calm, cool and collected throughout the whole ordeal. As a nurse, I knew he asked me all the necessary questions to ensure I would be correctly treated for a possible stroke. Patrolman Biggs asked the officer on duty to call for an ambulance, and while we were waiting he was incredibly reassuring that everything would be okay. As soon as the ambulance arrived, I was immediately transported to Hinsdale Hospital Emergency Room. I was so lucky to have been in such good and caring hands. I need you to know that I feel Patrolman Biggs saved my life. He is not only a great officer but a wonderful son-in-law, and now my hero.

I feel as his Chief, you need to know that he did go above and beyond to ensure my safety. He went out of his way to make sure I was comfortable at the hospital and questioned me if the medical staff was doing the correct testing to get the correct results. He spent hours at the hospital switching shifts with my daughter to watch their son, so they could both see me and spend time with me until I was properly diagnosed and treated. I want you to know what a humble, honorable man you have serving your community. I strongly feel he needs to be recognized for his superior actions.

I don't know where I would be if it wasn't for him that day. Here it is almost two months later, and with medications helping my condition and minor speech therapy at home, he is still going out of his way to make sure I am progressing as I should be. Patrolman Biggs is an outstanding officer who is extremely courteous and assertive. If you feel the need to contact me further, feel free to call me or email me.

Respectfully,

A handwritten signature in cursive script that reads "Carol".

Carol

Mark Shelton / Chief of Police  
Willowbrook Police Department  
7760 Quincy Street  
Willowbrook, IL 60527-5594

Chief Shelton,

I would like to express my gratitude to your department and in particular to two of your employees for the professional and courteous treatment relating to the crash my mother was in on January 7, 2013. (U100151638)

My mother is 94 and still driving. Evidently she became confused while attempting to turn north on route 83 from 69<sup>th</sup> street and went over the embankment on the east side of the road.

Officer Chris Drake responded and according to my mother, was very polite and comforting to her. She was distraught and I am sure that his reassurance to her was a major factor regarding her coping with this incident. Please express my appreciation to him.

I would also like to commend Lori Rinella for all her help in obtaining supportive documentation of the incident so the insurance claim could be expeditiously settled. Her help and understanding made this situation much easier to deal with.

It was a very pleasant experience, under unpleasant conditions, working with your department and I thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott". The signature is written in a cursive style with a large initial "S" and a trailing "t".

The Village of

# WILLOWBROOK POLICE DEPARTMENT

7760 Quincy Street · Willowbrook, IL 60527-5594

Mark Shelton  
Chief of Police

Telephone: (630) 325-2808  
Fax: (630) 323-7915  
T.T.Y.: (630) 920-2269

## EMPLOYEE COMMENDATION FORM

Date of Occurrence: January 7, 2013

Time of Occurrence: 7:05 PM

Location: Junction of Rt. 83 and 69th St

Employee's Name or Identification Number: \_\_\_\_\_

Chris Drake

Details of incident that you would like to commend the employee (attach additional page if necessary):

I would like to express my gratitude for the caring and considerate demeanor in assisting my mother after driving off the highway and hitting a tree. She was very distraught and indicated that your reassuring professionalism was a determining factor in her ability to cope with this situation.

Your Name:

Address:

Phone #:

Mail form to:  
Willowbrook Police Department  
7760 Quincy Street  
Willowbrook, IL 60527



201<sup>st</sup> Nationally  
Accredited

The Village of

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7760 Quincy Street · Willowbrook, IL 60527-5594

Mark Shelton  
Chief of Police

Telephone: (630) 325-2808  
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## EMPLOYEE COMMENDATION FORM

Date of Occurrence: January 14, 2013

Time of Occurrence: 9:00 a.m.

Location: Police Department

Employee's Name or Identification Number: \_\_\_\_\_

Levi Rinella

Details of incident that you would like to commend the employee (attach additional page if necessary):

Ms. Rinella, it was a pleasure communicating with you about the required records to solve a insurance dispute. Your rapid assistance in facilitating my ability to obtain these records was greatly appreciated. The professionalism of your department is obvious by the caring understanding you exhibit. Thank you.

Your Name:

Address:

Phone #:

Mail form to:  
Willowbrook Police Department  
7760 Quincy Street  
Willowbrook, IL 60527



201<sup>st</sup> Nationally  
Accredited



VILLAGE OF  
**BURR RIDGE**  
A VERY SPECIAL PLACE

**Gary Grasso**  
Mayor

**Karen J. Thomas**  
Village Clerk

**Steven S. Stricker**  
Administrator

January 25, 2013

Chief Mark T. Shelton  
Willowbrook Police  
7760 Quincy Street  
Willowbrook, IL 60521

Dear Chief Shelton,

*Mark*

Our Department recently conducted a mock on-site which was coordinated through the Illinois Police Accreditation Coalition (IPAC). Debbie Hahn was part of the assessment team. I would like to express my gratitude and appreciation for her participation.

The mock revealed several areas where we can improve our efforts and garner a successful CALEA on-site. Deputy Chief Vaclav was instrumental in completing our mock. Her assistance contributed to a very successful experience.

If we can assist you or your agency in any way, please let me know.

Sincerely,

John W. Madden  
Chief of Police



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**POLICE DEPARTMENT**

**John W. Madden**  
Chief of Police

7700 County Line Rd.  
Burr Ridge, IL 60527  
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