

THE VILLAGE OF
WILLOWBROOK

***PUBLIC SAFETY
COMMITTEE***

***MAY
PACKET
2013***

AGENDA

MEETING OF THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MAY 13TH, 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 APRIL 8TH, 2013 PUBLIC SAFETY COMMITTEE MEETING MINUTES.
2. REVIEW WEEKLY PRESS RELEASES – INFORMATION.
3. REVIEW OVERTIME REPORT FOR 04/01/2013-04/28/2013 - INFORMATION.
4. REVIEW MONTHLY EXPENDITURE REPORT FOR APRIL – INFORMATION.
5. REVIEW V.A.P. (VICTIM ASSISTANCE PROGRAM) FOLLOW-UP CALL RESPONSES FOR APRIL.
6. REVIEW LETTER(S) OF RECOGNITION AND APPRECIATION – INFORMATION
 - Chief Mark Shelton
 - Officer Tim Kobler
7. DISCUSSION ITEMS
 - Sale of Surplus Property - 2003 Ford Explorer
 - Update – New Patrol Officer
 - Update – Records Management System
 - National Law Enforcement Week 2013
8. VISITOR'S BUSINESS*
9. ADJOURNMENT

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

NEXT MEETING SCHEDULED JUNE 10TH, 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 APRIL 8TH, 2013.

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- | | |
|--|---|
| <input type="checkbox"/> Discussion Only | <input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date) |
| <input type="checkbox"/> Seeking Feedback | <input type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board) |
| <input checked="" type="checkbox"/> Regular Report | <input type="checkbox"/> Report/documents requested by Committee |

BACKGROUND

The attached minutes are from the Public Safety Meeting held on April 8th, 2013.

STAFF RECOMMENDATION (if any)

APPROVE MOTION.

AGENDA



Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on April 8th, 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 6:00 p.m.

ROLL CALL

Those present at roll call were Chief Mark Shelton, Deputy Chief Mark Altobella and Trustee Terry Kelly.

1. Reviewed the March 11th, 2013 Public Safety Committee Meeting Minutes.
The Committee approved the March 11th, 2013 Meeting Minutes.
2. Reviewed the Weekly Press Releases – Information.
3. Reviewed the Overtime Report for 03/04/2013-03/31/2013 - Information.
Chief Shelton advised of an increase in shift coverage overtime for the 3:00 p.m. – 11:00 p.m. shift due to an off-duty injury sustained by Officer Chavez-Jimenez.

Chief Shelton advised the Committee that shift coverage overtime will also increase for the month of May and June due to non-duty related procedures for Officer Gaddis and Officer Handzik.
4. Reviewed the Monthly Offense Summary Report for March - Information.
5. Reviewed the Monthly Expenditure Report for March – Information.
6. Reviewed the V.A.P. (Victim Assistance Program) follow-up call responses for march.
7. Reviewed the Letter(s) of Recognition and Appreciation – Information.
 - Officer Dave Gaddis
 - Officer John Handzik
 - Officer Mark Long
 - Officer Ted Kolodziej
 - Officer Scott Eisenbeis
 - Detective Michelle Strugala
 - Detective Lauren Kaspar
8. DISCUSSION ITEMS
 - Cadet Conference Dates
Chief Shelton advised the Committee that the Cadets' State Conference is scheduled for August 2013 in Springfield, Illinois. The Committee was advised that in order for the Cadets to participate in the conference that Cadet Advisors are mandated to attend. This will result in an increase to the shift coverage overtime. The Chief advised that the Cadets contribute numerous hours to the Police Department as well as to the Community of Willowbrook and feel this would be a great opportunity for the Cadets to compete in the competition. The Committee was in agreement with Chief Shelton. Chief Shelton advised

he will work with the Cadet Advisors to minimize overtime by using Comp Time and switching days off to best accommodate the scheduling.

- Update – New Patrol Officer
Chief Shelton advised the Committee that the new recruit Patrol Officer started the Suburban Law Enforcement Academy on April 8th, 2013.
- Recent Arrests
Deputy Chief Altobella informed the Committee of recent arrests of suspects involved in a “pick pocket” ring. Deputy Chief Altobella advised that the cooperation with Target and their Loss Prevention Officers helped to apprehend the suspects.
- Update – New Report Writing System
Chief Shelton advised the Committee that the CAPERS report writing/records management system has been installed, training is being conducted and the system is scheduled to go live on April 9th, 2013.
- Scheduling
Chief Shelton advised the Committee that Officers’ shifts have been changed, days off have been changed and the Detectives have been scheduled to work weekend shifts in an attempt to maintain shift coverage. Even with the revised schedule, there will still be shift coverage overtime.

9. VISITOR’S BUSINESS*
None

10. ADJOURNMENT
The meeting was adjourned at 6:26 p.m.

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

NEXT MEETING SCHEDULED MAY 13TH, 2013 AT 6:00 P.M.

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION ONLY – PRESS RELEASES

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- | | |
|---|---|
| <input checked="" type="checkbox"/> Discussion Only | <input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date) |
| <input type="checkbox"/> Seeking Feedback | <input type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board) |
| <input type="checkbox"/> Regular Report | <input type="checkbox"/> Report/documents requested by Committee |

BACKGROUND

The attached are press releases approved for the weeks of:

April 1st – 7th, 2013
April 8th – 14th, 2013
April 15th – 21st, 2013
April 22nd – 28th, 2013
April 29th – May 5th, 2013

STAFF RECOMMENDATION (if any)

None.


Willowbrook Police Department
Press Release for the week of April 1st – 7th, 2013
April 8th, 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.

- 04/02/2013 At 5:13 p.m. Officers responded to the 6000 block of Laurel Lane for the report of a THEFT. Offender(s) unknown, by unknown means, removed an unsecured/unattended Razor Scooter and a Ryno Mountain Bicycle. The cost to replace the items was estimated at \$150.00 U.S.C.
- 04/04/2013 At 3:22 p.m. Officers responded to the 7500 block of Clarendon Hills Road for the report of a BURGLARY and CRIMINAL DAMAGE TO PROPERTY. Offender(s) unknown, using a blunt type object, damaged the front door of the retail establishment and removed numerous cartons of cigarettes. The cost to replace/repair the items was estimated at \$1,429.00 U.S.C.
- 04/04/2013 At 12:43 p.m. Calderon, Jose C., 24, 200 block of Karen, Romeoville, Illinois was arrested for alleged NO VALID DRIVERS LICENSE and DISOBEYED A TRAFFIC CONTROL DEVICE following a traffic stop in the 800 block of Midway Drive. Mr. Calderon was transported to the Willowbrook Police Department and released after posting bond.
- 04/04/2013 At 3:10 p.m. Officers responded to the 7300 block of Kingery Highway for the report of a CRIMINAL DAMAGE TO PROPERTY and BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown using an unknown sharp type object damaged the fence surrounding the retail establishment and gained access to the unattended/unsecured motor vehicle and removed a DVD player. The cost to repair/replace the items was estimated at \$700.00 U.S.C.
- 04/05/2013 At 8:57 a.m. Gonzales, Cory D., 23, 1300 block of Hamlin, Lockport, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED and SUSPENDED REGISTRATION following a traffic stop at the intersection of Kingery Highway and 63rd Street. Mr. Gonzales was transported to the Willowbrook Police Department and released after posting bond.
- 04/06/2013 At 4:40 p.m. Officers responded to the 7600 block of Clarendon Hills Road for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown, by unknown means, removed the Panasonic stereo system from the parked/unattended vehicle. The cost to replace the item was estimated at \$100.00 U.S.C.
- 04/07/2013 At 4:07 p.m. Wickham, Mont R., 52, 300 block of Ridge Avenue, Clarendon Hills, Illinois was arrested for alleged OBSTRUCTING JUSTICE following a property damage only accident at the intersection of Kingery Highway and 75th Street. Mr. Wickman was released after posting bond.

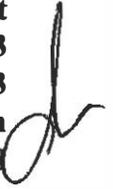
Willowbrook Police Department
Press Release for the week of April 8th – 14th, 2013
April 15th, 2013
Contact: Laurie Schmitz or Chief Mark Shelton
at (630) 325-2808

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.

- 04/08/2013 At 9:21 a.m. Officers responded to the 800 block of 79th Street for the report of a THEFT. Offender(s) unknown, by unknown means, removed U.S. Currency from (3) different vending machines. The cost to repair/replace the items was estimated at \$565.00 U.S.C.
- 04/10/2013 At 2:27 p.m. Officers responded to the 7000 block of Madison Street for the report of a THEFT. Offender(s) unknown, by unknown means, removed a Catalytic Converter from the parked/unattended motor vehicle. The cost to repair/replace the item was undetermined at the time of report.
- 04/13/2013 At 10:09 a.m. Officers responded to the 6000 block of Rodgers Drive for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown, by unknown means, entered the unsecured/unattended motor vehicle and removed a Garmin GPS Unit. The cost to replace the item was estimated at \$400.00 U.S.C.

Willowbrook Police Department
Press Release for the week of April 15th – 21st, 2013
April 22nd, 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.

04/21/2013 At 10:27 a.m. Officers responded to the 600 block of 67th Place for the report of a **CRIMINAL DAMAGE TO PROPERTY**. Offender(s) unknown, using an unknown blunt type object, damaged the tail lights on the parked/unattended motor vehicle. The cost to repair/replace the items was estimated at \$1,000.00 U.S.C.


Willowbrook Police Department
Press Release for the week of April 22nd – 28th, 2013
April 29th, 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.

04/23/2013 At 7:20 a.m. Officers responded to the 6000 block of Knollwood Road for the report of a CRIMINAL DAMAGE TO PROPERTY. Offender(s) unknown, using an unknown sharp type object, damage a tire on the parked/unattended motor vehicle. The cost to repair/replace the item was estimated at \$200.00 U.S.C.

04/27/2013 At 2:39 a.m. Xi, Yu, 27, 6000 block of Summer Place, Granger, Indiana, was arrested for alleged DRIVING UNDER THE INFLUENCE OF ALCOHOL, OPERATION OF AN UNINSURED MOTOR VEHICLE, SPEEDING and IMPROPER LANE USAGE following a traffic stop in the 6900 block of Kingery Highway. Mr. Xi was transported to the Willowbrook Police Department and released after posting bond.

Willowbrook Police Department
Press Release for the week of April 29th – May 5th, 2013
May 6th, 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.

- 04/26/2013 At 10:50 a.m. Officers responded to the 7600 block of Quincy Street for the report of a THEFT. Offender(s) unknown, by unknown means, removed the unattended/unsecured lawn care equipment from the parked/unattended motor vehicle. The cost to replace the equipment was estimated at \$2400.00 U.S.C.
- 04/30/2013 At 8:06 p.m. Officers responded to the 6100 block of Pinewood Court for the report of a CRIMINAL DAMAGE TO PROPERTY. Offender(s) unknown, by unknown means, damaged the catalytic converter and muffler on the parked/unattended vehicle. The cost to repair/replace the items was estimated at \$1,000.00 U.S.C.

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION
INFORMATION – MONTHLY OVERTIME REPORT

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- 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:

04/01/2013 – 04/28/2013

REQUEST FOR FEEDBACK (if any)

NONE.

STAFF RECOMMENDATION (if any)

NONE.

**Willowbrook Police Department
Overtime Breakdown Schedule**

Overtime Categories:	1/7/2013 to 2/3/2013	2/4/2013 to 3/3/2013	3/4/2013 to 3/31/2013	4/1/2013 to 4/28/2013
SHIFT COVERAGE	225.50	224.50	331.00	258.50
WHEATON COURT (MISD & FEL CASES)	7.50	10.50	18.00	3.00
WHEATON COURT CALL-IN (1-HR PER CASE)	1.00	1.00	3.50	
SUMMARY SUSPENSION HEARINGS (DUI CASES)	6.00	3.00	7.00	3.50
TRAFFIC COURT (ALL TRAFFIC EXCEPT DUI)	27.00	33.00	30.00	27.00
LATE CALLS OR ARRESTS	18.50	21.25	13.25	14.00
INVESTIGATIVE CALL-OUT / FOLLOW-UP	29.00	35.00	32.00	11.00
SPECIAL DETAILS / POLICE HIRED SERVICES	3.00		15.00	
CRIME PREVENTION/PUBLIC RELATIONS				
COMMANDERS STAFF MEETINGS	8.00	6.00	6.00	6.00
RANGE / FIREARMS TRAINING				18.00
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	22.00			
MISCELLANEOUS MEETINGS	2.00	1.50		0.50
EVALUATIONS & WELLNESS TESTING				
ASSISTS TO OTHER AGENCIES			0.50	
MISCELLANEOUS TRAINING			1.00	40.50
PEER JURY				
BREATHALIZER OPERATION				
K-9 UNIT		10.50		6.00
EVIDENCE/DESTRUCTION				
ACCIDENT RECONSTRUCTION				
CADET MEETING		6.00		3.50
DEA OVERTIME	24.00	11.00	4.00	
DEPT. DETAIL				
HOLIDAY PAY	83.00		65.50	
Total Accumulated Hours:	456.50	363.25	526.75	391.50

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION - MONTHLY EXPENDITURE REPORT

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- 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 April 2013.

REQUEST FOR FEEDBACK (if any)

NONE.

STAFF RECOMMENDATION (if any)

NONE.

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR APRIL, 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	132,840.79	1,827,050.64	101.60	1,798,333.00	-28,717.64	50.80	3,596,666.00
01-30-630-102	OVERTIME	27,288.76	283,579.73	122.71	231,100.00	-52,479.73	61.35	462,200.00
01-30-630-103	OVERTIME-SPECIAL DETAIL & GRANTS	1,199.36	15,630.68	45.40	34,427.00	18,796.32	22.70	68,854.00
01-30-630-104	PART TIME CLERICAL	1,653.98	17,510.79	76.69	22,834.00	5,323.21	38.34	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	140,800.22	99.94	140,883.00	82.78	49.97	281,766.00
01-30-630-127	OVER-TIME - CLERICAL	201.63	6,217.77	43.18	14,400.00	8,182.23	21.59	28,800.00
01-30-630-141	EMPLOYEE BENEFIT - MEDICAL INSURANC	23,977.12	289,672.99	92.82	312,070.00	22,397.01	46.41	624,139.00
01-30-630-144	EMPLOYEE BENEFIT - UNEMPLOYMENT INS	9,004.10	9,720.49	360.02	2,700.00	-7,020.49	180.01	5,400.00
01-30-630-147	EMPLOYEE BENEFIT - MEDICARE	2,173.87	27,375.86	102.12	26,807.00	-568.86	51.06	53,614.00
01-30-630-151	I M R F	2,215.55	27,331.66	96.45	28,338.00	1,006.34	48.22	56,676.00
01-30-630-155	POLICE PENSION	44,768.30	581,987.90	100.00	581,988.00	0.10	50.00	1,163,976.00
01-30-630-156	SLEP PENSION	2,695.83	41,236.68	90.27	45,680.00	4,443.32	45.14	91,360.00
01-30-630-161	SOCIAL SECURITY FICA	772.68	10,058.72	91.09	11,043.00	984.28	45.54	22,086.00
*TOTAL	PERSONNEL SERVICES	259,629.41	3,278,174.13	100.85	3,250,603.00	-27,571.13	50.42	6,501,205.00
<u>CONTRACTUAL SERVICES</u>								
01-30-630-201	PHONE - TELEPHONES	3,790.84	28,104.03	119.31	23,556.00	-4,548.03	59.65	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	2,087.00	12,312.00	107.40	11,464.00	-848.00	53.70	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	1,260.00	1,301.76	43.39	3,000.00	1,698.24	21.70	6,000.00
01-30-630-246	RED LIGHT ADJUDICATOR	817.50	3,980.00	49.75	8,000.00	4,020.00	24.88	16,000.00
01-30-630-247	RED LIGHT CAMERA FEES	44,950.00	292,175.00	108.33	269,700.00	-22,475.00	54.17	539,400.00
01-30-630-248	RED LIGHT - COM ED	170.95	2,098.11	87.42	2,400.00	301.89	43.71	4,800.00
01-30-630-249	RED LIGHT - MISC FEE	3,034.95	17,094.05	244.20	7,000.00	-10,094.05	122.10	14,000.00
*TOTAL	CONTRACTUAL SERVICES	56,111.24	367,759.95	109.49	335,870.00	-31,889.95	54.75	671,740.00
<u>SUPPLIES & MATERIAL #1</u>								
01-30-630-301	OFFICE SUPPLIES	664.50	5,196.14	76.41	6,800.00	1,603.86	38.21	13,600.00
01-30-630-302	PRINTING & PUBLISHING	48.28	3,226.45	59.20	5,450.00	2,223.55	29.60	10,900.00
01-30-630-303	GAS-OIL-WASH-MILEAGE	14,160.01	76,998.52	89.85	85,700.00	8,701.48	44.92	171,400.00
01-30-630-304	SCHOOLS-CONFERENCE TRAVEL	4,001.50	10,105.25	50.55	19,990.00	9,884.75	25.28	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	188.25	9,838.67	104.67	9,400.00	-438.67	52.33	18,800.00
01-30-630-311	POSTAGE & METER RENT	701.78	1,815.34	40.34	4,500.00	2,684.66	20.17	9,000.00
01-30-630-315	COPY SERVICE	178.88	2,318.67	57.97	4,000.00	1,681.33	28.98	8,000.00
01-30-630-331	OPERATING SUPPLIES	0.00	2,035.89	33.93	6,000.00	3,964.11	16.97	12,000.00
01-30-630-345	UNIFORMS	5,721.76	29,254.05	107.55	27,200.00	-2,054.05	53.78	54,400.00
01-30-630-346	AMMUNITION	1,840.00	12,190.00	60.95	20,000.00	7,810.00	30.48	40,000.00
*TOTAL	SUPPLIES & MATERIAL #1	27,504.96	152,978.98	78.13	195,790.00	42,811.02	39.07	391,580.00
<u>EQUIPMENT - OFFICE</u>								
01-30-630-401	OPERATING EQUIPMENT	3,272.64	20,017.29	90.99	22,000.00	1,982.71	45.49	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	21,751.21	65,057.47	90.36	72,000.00	6,942.53	45.18	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	25,023.85	85,621.53	84.94	100,800.00	15,178.47	42.47	201,600.00

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

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
**TOTAL	ADMINISTRATION	368,269.46	3,884,534.59	100.04	3,883,063.00	-1,471.59	50.02	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	5,670.72	109.05	5,200.00	-470.72	54.53	10,400.00
01-30-640-263	EDP-EQP. MAINTENANCE	149.00	149.00	14.90	1,000.00	851.00	7.45	2,000.00
*TOTAL	CONTRACTUAL SERVICES	399.00	5,819.72	93.87	6,200.00	380.28	46.93	12,400.00
	<u>SUPPLIES & 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	399.00	5,819.72	70.97	8,200.00	2,380.28	35.49	16,400.00
	<u>RISK MANAGEMENT</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-645-273	SELF INS - DEDUCTIBLE	35.07	271.73	2.17	12,500.00	12,228.27	1.09	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	35.07	271.73	2.17	12,500.00	12,228.27	1.09	25,000.00
**TOTAL	RISK MANAGEMENT	35.07	271.73	2.17	12,500.00	12,228.27	1.09	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	200.00	580.71	77.43	750.00	169.29	38.71	1,500.00
*TOTAL	CONTRACTUAL SERVICES	200.00	580.71	77.43	750.00	169.29	38.71	1,500.00
	<u>SUPPLIES & 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	185.44	18.54	1,000.00	814.56	9.27	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	22,500.00	26,407.50	5,281.50	500.00	-25,907.50	2,640.75	1,000.00
*TOTAL	SUPPLIES & MATERIAL #1	22,500.00	64,313.16	2,143.77	3,000.00	-61,313.16	1,071.89	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	22,700.00	64,893.87	1,730.50	3,750.00	-61,143.87	865.25	7,500.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR APRIL, 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 & MATERIAL #1</u>							
01-30-655-335	CAMERA SUPPLIES	320.93	320.93	91.69	350.00	29.07	45.85	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	320.93	390.93	28.96	1,350.00	959.07	14.48	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	320.93	390.93	28.96	1,350.00	959.07	14.48	2,700.00
	<u>TRAFFIC SAFETY</u>							
	<u>PERSONNEL SERVICES</u>							
01-30-660-105	PART TIME - CROSSING GUARD	332.62	4,459.21	96.44	4,624.00	164.79	48.22	9,248.00
*TOTAL	PERSONNEL SERVICES	332.62	4,459.21	96.44	4,624.00	164.79	48.22	9,248.00
	<u>SUPPLIES & 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	332.62	4,459.21	96.44	4,624.00	164.79	48.22	9,248.00
	<u>E S D A COORDINATOR</u>							
	<u>SUPPLIES & 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 & 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	850.00	4,364.50	96.99	4,500.00	135.50	48.49	9,000.00
*TOTAL	SUPPLIES & MATERIAL #1	850.00	4,364.50	79.35	5,500.00	1,135.50	39.68	11,000.00
**TOTAL	CRIME PREVENTION	850.00	4,364.50	79.35	5,500.00	1,135.50	39.68	11,000.00
	<u>TELECOMMUNICATIONS</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-675-235	RADIO DISPATCHING	17,930.77	215,169.24	100.00	215,169.00	-0.24	50.00	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	17,930.77	215,169.24	100.00	215,169.00	-0.24	50.00	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	17,930.77	215,169.24	99.77	215,669.00	499.76	49.88	431,338.00

VILLAGE OF WILLOWBROOK
 EXPENDITURE REPORT FOR APRIL, 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	410,837.85	4,209,101.57	101.13	4,161,940.00	-47,161.57	50.57	8,323,879.00
****TOTAL	GENERAL CORPORATE FUND	410,837.85	4,209,101.57	101.13	4,161,940.00	-47,161.57	50.57	8,323,879.00
	<u>FUND SUMMARY</u>							
1	GENERAL CORPORATE	410,837.85	4,209,101.57	101.13	4,161,940.00	-47,161.57	50.57	8,323,879.00
	TOTALS ALL FUNDS	410,837.85	4,209,101.57	101.13	4,161,940.00	-47,161.57	50.57	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: 05/13/2013

- 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 April 2013.

REQUEST FOR FEEDBACK (if any)

None.

STAFF RECOMMENDATION (if any)

None.

VICTIM ASSISTANCE PROGRAM

2013

April

- 04/02/2013 Officers responded to 6012 Laurel Lane for the report of Theft \$300 and Under (Inc. #13-2006). Contact with the Complainant was attempted on 04/10/13 at 1810 hours. A message was left at the number provided. The complainant was not available for comment.
- 04/02/2013 Officers responded to 6300 Kingery Highway for the report of Found Property Not Stolen (Inc. #13-2012). The Complainant was contacted on 04/10/13 at 1811 hours. A message was left at the number provided. The complainant was not available for comment.
- 04/03/2013 Officers responded to 6517 Cambridge for the report of Deceptive Practices (Inc. #13-2019). Contact with the complainant was made on 04/10/2013 @ 1815 hours. He stated that he was very satisfied with the level of service that was provided by the R/O. Everything was handled in a very professional manner.
- 04/04/2013 Officers responded to 7518 Clarendon Hills Road for the report of Burglary and Criminal Damage to Property (Inc. #13-2028). Contact with the complainant was attempted on 04/10/2013 @ 1817 hours. The number provided by the complainant was disconnected.
- 04/04/2013 Officers responded to 7301 Kingery Highway for the report of Criminal Damage to Property (Inc. #13-2036). Contact with the complainant was attempted on 04/10/2013 @ 1817 hours. The complainant was not available for comment.
- 04/08/2013 Officers responded to 7611 Clarendon Hills Rd for the report of Burglary from Motor Vehicle (Inc. #13-2077). Contact with the victim was made on 04/10/2013 @ 1840 hours. The complainant stated the service received from the R/O was excellent. Both R/O's were very kind and considerate. She was very appreciative of all their thorough assistance with this incident.
- 04/08/2013 Officers responded to 855 79th Street for the report of Theft from Coin Operated Machine (Inc. #13-2109). Contact with the complainant was made on 04/10/2013 @ 1847 hours. He stated that the level of service provided by the

VICTIM ASSISTANCE PROGRAM

2013

R/O was excellent, he had no problems. The R/O collected all of his information in a professional manner.

04/08/2013 Officers responded to 7535 Kingery Highway #223 for the report of Criminal Damage to Property/Theft \$300 and Under (Inc. #13-2114). Contact with the complainant was attempted on 04/17/2013 @ 1825 hours. Message was left at number provided.

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION –LETTERS & CERTIFICATES OF APPRECIATION

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- 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:

- Chief Mark Shelton
- Officer Tim Kobler

REQUEST FOR FEEDBACK (if any)

None.

STAFF RECOMMENDATION (if any)

None.

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION –DISCUSSION ITEMS

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 05/13/2013

- 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

- Sale of Surplus Property - 2003 Ford Explorer
- Update – New Patrol Officer
- Update – Records Management System
- National Law Enforcement Week 2013

REQUEST FOR FEEDBACK (if any)

None.

STAFF RECOMMENDATION (if any)

None.