



THE VILLAGE OF
WILLOWBROOK

***PUBLIC SAFETY
COMMITTEE***

***MARCH
PACKET
2012***

AGENDA

MEETING OF THE PUBLIC SAFETY COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MARCH 12th, 2012 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 FEBRUARY 13TH, 2012 MEETING MINUTES AND THE FEBRUARY 27TH, 2012 SPECIAL JOINT MEETING MINUTES.
2. REVIEW WEEKLY PRESS RELEASES – INFORMATION.
3. REVIEW OVERTIME REPORT FOR 01/09/2012 – 02/05/2012 - INFORMATION.
4. REVIEW MONTHLY OFFENSE SUMMARY REPORT FOR FEBRUARY - INFORMATION.
5. REVIEW MONTHLY EXPENDITURE REPORT FOR FEBRUARY – INFORMATION.
6. REVIEW LETTER(S) OF RECOGNITION AND APPRECIATION – INFORMATION
 - Chief Mark Shelton
 - Officer Darren Biggs
 - Officer Timothy Kobler
 - Officer Nick Volek
7. DISCUSSION ITEMS
 - NIPAS Officer Update
 - Building Renovation
 - Vehicle Purchase
 - Review Copier Purchase
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 FOR APRIL 9TH, 2012 AT 6:00 P.M.

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

MOTION TO APPROVE THE PUBLIC SAFETY COMMITTEE MEETING MINUTES ON FEBRUARY 13TH, 2012 AND THE SPECIAL JOINT MEETING MINUTES ON FEBRUARY 27TH, 2012.

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

- | | |
|--|---|
| <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 February 13th, 2012.

The attached minutes are from the Special Joint Meeting held on February 27th, 2012.

STAFF RECOMMENDATION (if any)

APPROVE MOTION.

A G E N D A

Minutes of the Public Safety Committee of the Village of Willowbrook, which was held on February 13th, 2012 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 Paul Oggerino and Trustee Terrence Kelly.

ROLL CALL

1. Reviewed the January 9th, 2012 meeting minutes.
The Committee approved the January 9th, 2012 meeting minutes.
2. Reviewed the weekly Press Releases.
3. Reviewed the Overtime Report for 12/12/2011 – 01/08/2012.
4. Reviewed the V.A.P. (VICTIM ASSISTANCE PROGRAM) follow-up call responses.
5. Reviewed the Monthly Offense Summary Report for January.
6. Reviewed the Monthly Expenditure Report for January.
7. Reviewed letter(s) of Recognition and Appreciation.
 - Deputy Chief Paul Oggerino
 - Officer Timothy Kobler
 - Officer Jose Chavez-Jimenez
8. DISCUSSION ITEMS
 - Update on renovation schedule
The Committee was advised that the upcoming painting and flooring work will be scheduled in the next two weeks.
 - SWAP use
The Committee was advised that SWAP (Sheriff's Work Alternative Program) persons will be utilized for the removal and packing of times for the upcoming renovation in an effort to off-set costs.
 - NATO-G8 update
The Committee was advised of the NATO G8 information that has been released by Chicago and other authorities. NIPAS and the use of the MFF were discussed. Trustee Kelly requested a brief explanation of FIAT and what it offers.

- New part-time clerk summary
The Committee was advised that the new part-time clerks are doing very well. Positive comments have been received from officers and staff members.

- Vehicle purchase review
The Committee was advised that the department will need to purchase a new vehicle. Due to high maintenance bills which are accruing Squad #52 will need to be replaced.

With the use of existing Capital Budget money for Star Com Radios no longer necessary, because of retirements, those funds can be re-allocated for the purchase of a new squad car. The Committee was in agreement.

The Committee was advised that the overtime was higher due to 256 hours of Holiday Time.

9. VISITOR'S BUSINESS*

10. ADJOURNMENT

Meeting was adjourned at 6:21 p.m.

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

NEXT MEETING SCHEDULED FOR MARCH 12th, 2012 AT 6:00 P.M.

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 MONDAY, FEBRUARY 27, 2012 AT 5:00 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Trustee Mistele at 5:05 p.m.

2. ROLL CALL

Those present at roll call were Trustees Terry Kelly, Mike Mistele, Umberto Davi, Frank Trilla, Sue Berglund, Village Administrator Tim Halik, Chief of Police Mark Shelton, Deputy Chief of Police Paul Oggerino, Interim Finance Director Carrie Dittman, Parks & Recreation Superintendent Kristin Violante and Management Analyst Garrett Hummel.

3. REVIEW - Fiscal Year 2012/13 Budget

Administrator Halik began the meeting by calling attention to the upcoming budget schedule. The next meeting on the budget schedule would be the Board Budget Workshop I scheduled for March 19, 2012.

Next Administrator Halik touched upon the cover letter memo which highlighted the major points of the upcoming presentation. The Village's General Fund surplus is approximately \$766,000 which provides for a proposed fund balance of 140 operating days. Administrator Halik also commented that the Village has been able to trim its average operating day expense from \$27,000/day to \$19,000/day.

~~Administrator Halik began the presentation by stating the proposed budget maintains all existing services and programs. Administrator Halik reiterated that the Village had 140 days in reserve with 1 "day" currently equaling roughly \$18,880. Trustee Berglund inquired as to the importance/significance of reserve days and the specific number. Administrator Halik explained that the Village has received many different opinions with regard to the number of days in reserve that should be maintained but currently the Village Board has been using 120 days as their baseline. Finally, Administrator Halik called attention to the fact that the Five-Year Plan has been developed to include conservative spending with no new or expanded services.~~

Administrator Halik restated that the Village had a surplus of roughly \$766,000. A large portion of the surplus is due to the retirements within the police department commander rank. Administrator Halik explained the proposed budget does not include salary increases for non-union employees. Increases in the contribution to the Police Pension and IMRF Pension were 15.2% and 6.9% respectively. Administrator Halik noted an estimated 10% increase in health care insurance is possible although he said the actual increase has been tracking at a lower rate (near 6%).

Finance Director Dittman explained the breakdown of the Village's

surplus using a departmental table. Director Dittman continued with the highlights from the General Fund commenting that sales tax was up over \$275,000 most likely due to the fact that the Town Center is full and has been doing well. Director Dittman followed with an explanation of the revenue assumptions for the upcoming year stating that assumptions have been tough to make because the various revenue lines have been extremely volatile.

Administrator Halik called the group's attention to personnel/staffing highlights explaining that the number of full-time employees for the Village has gone from 45 in 2007 to 33 in 2012. This represents almost a 27% reduction in staffing. Trustee Mistele inquired whether staff was ok with the increased workload or if additional help was needed. Administrator Halik responded that staff was keeping up with the workload. Administrator Halik clarified by saying staff was handling their current workload but the addition of any new large projects would be difficult and would likely require outsourcing. He referenced the recent electric aggregation referendum project as one that he would have likely recommended a consultant to complete, if the Board had decided to move forward with it at this time.

Administrator Halik next spoke on the topic of pension costs. Police pension costs increased by 15.2% or \$76,562 while IMRF increased 6.9% or \$10,150. Administrator Halik stated a more comprehensive review of pension systems would be included during the Board Budget Workshop on March 19.

Administrator Halik next touched on the topic of water rate increases. He explained that the Village had increased its water rates by 20% effective March 1, 2012 due to a 30% increase (25% by the City of Chicago) by the DuPage Water Commission (DWC). Administrator Halik also commented that the Village had approved a discounted water rate (6%) for residents who use the minimum amount of water within a given quarter. The measure was targeted at seniors who are on a fixed income but also serves to promote the conservation of resources. Finally, Administrator Halik explained the Village's water towers are due for maintenance in the coming years and the Village is hoping to fund the service without a bond issue. Administrator Halik concluded by saying the Village Board will have to revisit the water rate issue in the coming year because additional rate increases have been voted by DWC.

Administrator Halik stated the Village's Roadway Maintenance Program for 2012 includes the rehabilitation of five (5) Village streets and the replacement of worn pavement markings in various locations as well as the seal coating of Village owned parking facilities. There will be approximately \$186,000 available in the Motor Fuel Tax (MFT) Fund for use in the FY 12/13 Road Program. The engineers estimate for this year's program is \$206,911. Administrator Halik suggested the additional \$21,000 be provided from the General Fund in an effort to complete the entire program.

Director Dittman began the explanation of the financial section of the presentation. Director Dittman clarified the reason a deficit of

nearly \$3 million appears in the table is because of the Village's decision to transfer funds into the Land Acquisition, Facility Expansion and Renovation (LAFER) Fund. The LAFER Fund was created for the possible future purchase of park land. Director Dittman clarified that there are no planned expenditures from the LAFER Fund at this time, so the monies can be moved if necessary.

Director Dittman spoke on 2 indicators which help define an entity's financial condition: operating days in reserve and having a balanced budget. Director Dittman explained the Village has \$2,652,125 in reserve which would fund 140 days of operating. This number is above the Village's goal of 120. Also the budget being presented at this meeting represents a balanced budget which means the Village is not operating at a deficit. Director Dittman followed up her comments on financial health with graphs representing the Village's FY 12/13 revenues (\$11,874,111) and expenditures (\$10,956,892). Director Dittman called the group's attention to the fact that sales tax and income tax account for over half of the Village's General Fund. Both of these items are state shared funds which is why the Village fights the state so much about not changing them.

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 - \$2,624,308 up 6.96% from the prior year
- Income Tax receipts - \$506,828 down 2.49% compared to the prior year
- ~~• Utility tax receipts - \$849,771 down 3.57% from the prior year~~
- Places of Eating Tax receipts - \$334,796 up 6.48% compared to the prior year
- Red Light Fines - Collected \$475,305 down 12.56% compared with the prior year
- Building Permit receipts - \$120,248 down 28.52% compared with the prior year

Trustee Trilla commented that he felt the Village should have a way to recoup costs from the red light camera company when the cameras are not working. Chief Shelton explained that the contract with ATS ends March 2013 and at that point the Village could look at negotiating a penalty for inoperable cameras. Currently, when the cameras are down the Village simply did not have to pay for the use during the period in which the cameras were down. Trustee Trilla inquired as to the possibility of the Village purchasing the red light camera equipment. Chief Shelton said he would look into it.

Director Dittman next explained several graphs which depict the Village's operating days in reserve over a 5 year period. Under the

current plan the Village would be sitting and 98 days and would gradually decrease thus not allowing the Village to reach its goal of 120 days reserve. The proposed budget would allow the Village to begin at 140 days reserve and following the trend line the Village would have roughly 171 days by FY 15/16. Administrator Halik further explained the 15 year operating days in reserve graph. He stated that 2 years ago the Village was falling below the 120 day reserve line in FY 12/13. With all of the cut-backs made by the Board the Village has pushed out that date until FY 22/23. Administrator Halik stressed this graph is dependent on a wide variety of variables any of which could drastically influence the time in which the budget line falls below the 120 day goal.

Water sales revenue for the year is at \$1,442,668 which is up 1.54% from the previous year. Director Dittman stated the Village plans to purchase roughly 1.2 million gallons of water next year. Trustee Davi asked if the Village had considered maintaining its wells when the Village converted to Lake Michigan water. Administrator Halik answered by saying the Village had considered it but our back-up well failed an EPA inspection and the cost to make repairs were cost prohibitive so the decision was made to seal the well.

Director Dittman presented the finance department's budget stating that it is up 9.5% from the previous year. The reasoning for this is because audit fees have gone up 15% as well as increases in expenditures in the area of Information Technology. Director Dittman recommended that the Village consider a long-range plan for the current software system that is being used by the department. She indicated that it was her understanding that the current vendor is an independent, and she would be concerned if he were no longer available to maintain the software. Trustee Davi suggested the Village look into the purchase of a new financial software system. Administrator Halik agreed that staff needs to develop a long-range plan for the system and will review available options.

Director Dittman explained the increase in expenditures for the Hotel/Motel Tax Fund was due to the inclusion of a DuPage County Advertising brochure.

Director Dittman commented on the TIF Fund by saying the TIF is 100% funded from property tax within the TIF. The TIF closes in 2013 while the SSA was believed to be over in 2027.

Director Dittman stated the Village's 2008 Bond Fund is for the debt service on the Village's Public Works Building.

Trustee Mistele asked whether the budget being presented included raises for the non-union employees. Administrator Halik responded it did not. Trustee Mistele commented he would like a budget presented at the Board Budget Workshop which includes a 5% increase for non-union employees. Administrator Halik advised that a potential wage increase for non-union employees would be discussed at the personnel session of the Board Budget Workshop. Costs of providing a wage increase to non-

union personnel will be shared at that time.

(Director Dittman left the meeting at 6:10 PM)

Trustee Trilla inquired as to why there is \$1,000 included in the Board's budget for public relations. Administrator Halik responded that the money is used for a variety of situations such as sending flowers to funerals or the purchase of bunting when a previous elected official passes away.

Administrator Halik explained the Board of Police Commissioners will need \$8,000 for officer assessment exams to create a new hiring eligibility list.

Administrator Halik stated the reason for the large disparity between the FY 11/12 administration department budget and FY 12/13 Administration department budget was the creation of the LAFER fund. Funding was also included for new window treatments in the Council Chambers.

Administrator Halik explained the \$25,000 decrease in the planning & economic development department was due to the completion of the zoning code update during the previous year.

Superintendent Violante presented the parks & recreation budget as having very little changes only a decrease of 1.85% over the previous year. Superintendent Violante stated the budgets for the winter, fall and summer increased due to increased levels of program promotion but she expects there will be a corresponding increase in the level of revenue brought in.

Chief Shelton presented the police department budget which has a decrease of 6.08% over the previous year's budget. Chief Shelton highlighted the major changes in the department as being the need for additional funding for a new report writing system because the current system is from 1995. Chief Shelton also indicated the telecommunication line item decreased due to the retirements of several commanders.

Administrator Halik provided the details for the municipal services department. Overall, the municipal services department will have a 1.67% decrease over the prior year's budget. The main highlights from the FY 12/13 budget include a new snow plow for \$4,600 and the sealcoating and re-striping of Village owned parking lots. No new vehicles or equipment are scheduled to be purchased.

Building and zoning department expenses will be going up 2.45% compared to last year's budget. Administrator Halik commented that revenues will also increase.

Administrator Halik explained the water fund expenses will increase 14.24% over last year. The reasoning for this was the increased water rates imposed by the DWC. Administrator Halik also explained that the

Village looks to replace its old obsolete fire hydrants at a rate of 6-12 a year. Administrator Halik remarked that the Village received a great price to conduct a fire hydrant valve exercising program, so the project is included in the budget at a total cost of \$23,100.

Administrator Halik concluded the presentation by calling the group's attention to the budget highlight sheets located at the end of each packet. He advised each committee member to review these sheets and contact him with any questions.

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 6:25 p.m.

(Minutes transcribed by: Garrett Hummel)

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION ONLY – PRESS RELEASES

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

- 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:

February 6th – 12th, 2012
February 13th – 19th, 2012
February 20th – 26th, 2012
February 27th – March 4th, 2012

STAFF RECOMMENDATION (if any)

None.

Willowbrook Police Department
Press Release for the week of February 6th – 12th, 2012
February 13th, 2012
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.

- 02/06/2012 At 1:30 a.m. Bradford, Virginia J., 24, 2545 Hawthorne Avenue, Westchester, Illinois, was arrested for alleged DRIVING UNDER THE INFLUENCE and IMPROPER LANE USAGE following a traffic stop in the 6900 block of Kingery Highway. Ms. Bradford was transported to the Willowbrook Police Department and released after posting bond.
- 02/07/2012 At 7:06 p.m. Officers responded to 6165 Knollwood Road for the report of a THEFT OF MOTOR VEHICLE PARTS AND/OR ACCESSORIES. Offender(s) unknown, by unknown means, removed the bumper molding from the parked/unattended vehicle. The cost to repair/replace the item was estimated at \$300.00 U.S.C.
- 02/08/2012 At 4:18 p.m. Nataren, Jorge P., 32, 7733 Woodward, Woodridge, Illinois, was arrested for alleged NO VALID DRIVERS LICENSE and FAILURE TO YIELD PRIVATE DRIVE following a traffic stop in the 6900 block of Kingery Highway. Mr. Nataren was transported to the Willowbrook Police Department and released after posting bond.
- 02/11/2012 At 4:28 p.m. Pacella, John R., 38, 323 Stanhope Drive, Willowbrook, Illinois, was arrested for alleged DISORDERLY CONDUCT following an incident in the 200 block of Stanhope Drive. Mr. Pacella was transported to the Willowbrook Police Department and released after posting bond.
- 02/11/2012 At 7:29 p.m. Pacella, John R., 38, 323 Stanhope Drive, Willowbrook, Illinois, was arrested for alleged AGGRAVATED BATTERY following an incident in the 200 block of Stanhope Drive. Mr. Pacella was transported to the DuPage County Jail.
- 02/12/2012 At 12:09 p.m. Officers responded to 7535 Kingery Highway, Red Roof Inn, for the report of a THEFT UNDER \$300.00. Offender(s) unknown, by unknown means, removed a 32" Samsung television from the motel room. The cost to replace the item was estimated at \$400.00 U.S.C.

Willowbrook Police Department
Press Release for the week of February 13th – 19th, 2012
February 20th, 2012
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.

02/16/2012 At 5:28 p.m. Beyah, Karriem K., 51, 2312 Carlow Drive, Darien, Illinois, was arrested for alleged DRIVING WHILE LICENSE SUSPENDED and IMPROPER LANE USAGE following a traffic stop in the 6900 block of Kingery Highway. Mr. Beyah was transported to the Willowbrook Police Department and released after posting bond.

02/18/2012 At 3:31 a.m. Guevara, Cuauhtemox 30, 3623 W. 81st Place, Chicago, Illinois, was arrested for alleged DRIVING UNDER THE INFLUENCE, DISOBEYING A RED LIGHT and OPERATION OF AN UNINSURED MOTOR VEHICLE following a traffic stop at the intersection of Kingery Highway and Midway Drive. Mr. Guevara was transported to the Willowbrook Police Department and released after posting bond.

Willowbrook Police Department
Press Release for the week of February 20th – 26th, 2012
February 27th, 2012

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.

02/25/2012 At 6:58 a.m. Officers responded to 851 Cramer Court for the report of a BURGLARY FROM MOTOR VEHICLE. Offender(s) unknown entered the unattended/unsecured motor vehicle and removed a backpack and clothing. The cost to replace the items was valued at \$150.00 U.S.C.

02/25/2012 At 1:32 p.m. Pavlyuchenko, Alexey, 27, 15W770 72nd Street, Burr Ridge, Illinois, was arrested for alleged DRIVING WHILE LICENSE SUSPENDED and IMPROPER LANE USAGE following a traffic stop in the 6400 block of Madison Street. Mr. Pavlyuchenko was processed and released after posting bond.

Willowbrook Police Department
Press Release for the week of February 27th – March 4th, 2012
March 5th, 2012
Contact: Laurie Schmitz or Chief Mark Shelton
at (630) 325-2808

MS *ch*

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.

- 02/27/2012 At 11:17 p.m. Tavira-Salgado, Eduardo, 19, 221 75th Street, Willowbrook, Illinois was arrested for alleged DOMESTIC BATTERY, RESISTING/OBSTRUCTING A PEACE OFFICER and AGGRAVATED ASSAULT following an incident in the 200 block of 75th Street. Mr. Tavira-Salgado was transported to the DuPage County Jail.
- 03/01/2012 At 5:12 p.m. Jackson, Kendra S., 26, 240 Yates Avenue, Calumet City, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED, IMPROPER LANE USAGE and UNINSURED MOTOR VEHICLE following a traffic stop in the 6800 block of Kingery Highway. Ms. Jackson was processed and released after posting bond.
- 03/02/2012 At 1:05 a.m. Gonzales, Rogelio, 33, 1423 Monticello, Chicago, Illinois was arrested for alleged NO VALID DRIVERS LICENSE and UNINSURED MOTOR VEHICLE following a traffic stop in the 6700 block of Kingery Highway. Mr. Gonzales was processed and released after posting bond.
-
- 03/02/2012 At 2:56 p.m. Chism, Jonathan M., 27, 1342 S. Finely Road, Lombard, Illinois was arrested for alleged DRIVING WHILE LICENSE SUSPENDED, SUSPENDED REGISTRATION and FAILURE TO REDUCE SPEED TO AVOID AN ACCIDENT following a property damage accident at the intersection of Kingery Highway and 67th Street. Mr. Chism was processed and released after posting bond.
- 03/03/2012 At 9:33 p.m. Scott, Clive, 51, 6900 Monmouth Drive, Joliet, Illinois was arrested for alleged AGGRAVATED DRIVING UNDER THE INFLUENCE OF ALCOHOL, AGGRAVATED DRIVING WHILE LICENSE REVOKED, FAILURE TO SIGNAL and IMPROPER LANE USAGE following a traffic stop at the intersection of Kingery Highway and 69th Street. Mr. Scott was transported to the DuPage County Jail.

COMMITTEE MEETING
AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION
INFORMATION – MONTHLY OVERTIME REPORT

COMMITTEE REVIEW
 Finance/Administration
 Municipal Services
 Public Safety
Meeting Date: 03/12/2012

- | | |
|--|---|
| <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 report is a summary of the overtime expenditure between the dates of 01/09/2012 – 02/05/2012.

REQUEST FOR FEEDBACK (if any)

NONE.

STAFF RECOMMENDATION (if any)

NONE.

**Willowbrook Police Department
Overtime Breakdown Schedule**

Overtime Categories:	10/17/2011 to 11/13/2011	11/14/2011 to 12/11/2011	12/12/2011 to 1/8/2012	1/9/2012 to 2/5/2012
SHIFT COVERAGE	162.00	180.00	202.50	11.00
WHEATON COURT (MISD & FEL CASES)	16.00	19.00	6.50	16.00
WHEATON COURT CALL-IN (1-HR PER CASE)	7.00	6.00	4.00	9.00
SUMMARY SUSPENSION HEARINGS (DUI CASES)	13.00	19.00	20.50	6.00
TRAFFIC COURT (ALL TRAFFIC EXCEPT DUI)	21.00	24.00	30.00	21.00
LATE CALLS OR ARRESTS	15.00	48.50	10.75	5.50
INVESTIGATIVE CALL-OUT / FOLLOW-UP	44.50	76.50	39.00	48.00
SPECIAL DETAILS / POLICE HIRED SERVICES	4.50		3.00	3.00
CRIME PREVENTION/PUBLIC RELATIONS				
COMMANDERS STAFF MEETINGS	4.00	5.50	6.00	6.25
RANGE / FIREARMS TRAINING	25.00	10.50	0.50	0.50
MISC CALL-IN				
EVIDENCE TECHNICIAN CALL-OUT				
ACCREDITATION				
TRAVEL TIME TO AND FROM SCHOOL	20.00			2.50
JUVENILE OFFICER CALL-OUT				
ARSON / FIRE INVESTIGATIONS				
IMAGE GRANT SPECIAL DETAIL		30.75	33.00	
DEPARTMENT MEETINGS				
MISCELLANEOUS MEETINGS				5.50
EVALUATIONS & WELLNESS TESTING				
ASSISTS TO OTHER AGENCIES				
MISCELLANEOUS TRAINING		11.50		1.00
PEER JURY				
BREATHALIZER OPERATION				
K-9 UNIT				1.00
EVIDENCE/DESTRUCTION				
ACCIDENT RECONSTRUCTION				
CADET MEETING	8.50	2.00		
DEA OVERTIME	29.00	15.00	4.00	28.00
DEPT. DETAIL				
HOLIDAY PAY	3.00	174.25	256.00	83.00
Total Accumulated Hours:	372.50	622.50	615.75	247.25

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION - MONTHLY OFFENSE REPORT

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

- | | |
|---|---|
| <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 checked="" type="checkbox"/> Regular Report | <input type="checkbox"/> Report/documents requested by Committee |

BACKGROUND

The attached report is a monthly offense summary report for the month of February 2012.

REQUEST FOR FEEDBACK (if any)

NONE.

STAFF RECOMMENDATION (if any)

NONE.

Willowbrook Police Department
Criminal Investigation Division / Monthly Offense Summary Report

For: February 2012

SC#	Offense Classification	Location	Premise Type	DATES	DAY	TIMES	S
151200679	THEFT UNDER \$300	6300 Kingery	BUSINESS PLACE-COMMERCIAL	2/1/2012 to	Wed	20:00/ 20:28	3
151200695	THEFT FROM MOTOR VEHICLE	6155 Knollway Dr	APARTMENT-PARKING LOT	1/31/2012 to 2/2/2012	Tue Thu	12:00/	3
151200696	HARASSMENT BY TELEPHONE	6149 Knoll Wood Rd	APARTMENT	2/2/2012 to	Thu	17:40/	3
151200712	HARASSMENT BY TELEPHONE	7229 Kingery	BUSINESS PLACE-COMMERCIAL	2/3/2012 to	Fri	13:55/	2
151200712	HARASSMENT BY TELEPHONE	7229 Kingery	BUSINESS PLACE-COMMERCIAL	2/3/2012 to	Fri	13:55/	2
151200719	RUNAWAY (JUVENILE)	6139 Knollwood Rd	APARTMENT	2/3/2012 to	Fri	21:30/	3
151200773	HIT AND RUN ACCIDENT	800 Blk Plainfield Rd	STREET	2/6/2012 to	Mon	16:57/	3
151200804	THEFT OF MV PARTS/ACCESSORI	6165 Knoll Wood Road	PARKING LOT-GENERAL USE	2/4/2012 to 2/6/2012	Sat Mon	22:00/ 6:00	3
151200902	THEFT UNDER \$300	7535 Kingery	MOTEL/HOTEL	2/12/2012 to	Sun	11:45/ 12:09	2
151200935	HIT AND RUN ACCIDENT	501 Plainfield Rd	PARKING LOT-BUSINESS	2/14/2012 to	Tue	13:00/	2
151200964	SALE OF LIQUOR TO MINOR/DRU	7195 Kingery	RESTAURANT-CHAIN	2/15/2012 to	Wed	16:32/	3
151200966	SALE OF LIQUOR TO MINOR/DRU	7135 Kingery	RESTAURANT-CHAIN	2/15/2012 to	Wed	16:53/	3
151200967	SALE OF LIQUOR TO MINOR/DRU	7111 Kingery	RESTAURANT-CHAIN	2/15/2012 to	Wed	16:53/	3
151200968	TELEPHONE THREAT	7135 Kingery	RESTAURANT-CHAIN	2/15/2012 to	Wed	17:00/	3
151201057	DOMESTIC TROUBLE	6151 KNOLLWOOD RD	APARTMENT	2/19/2012 to	Sun	19:00/	3
151201072	IDENTITY THEFT	UNK	BANK	2/20/2012 to	Mon	12:50/	2
151201098	ROBBERY	300 BLK PLAINFIELD ROAD	STREET	2/21/2012 to	Tue	8:50/ 19:00	3
151201109	IDENTITY THEFT	7404 Tennessee Dr	APARTMENT	11/1/2009 to 2/22/2012	Sun Wed	10:45/	2
151201109	INFORMATION	7404 Tennessee Dr	APARTMENT	11/1/2009 to 2/22/2012	Sun Wed	10:45/	2
151201116	IDENTITY THEFT	435 WOODGATE CT	UNKNOWN	3/22/2011 to 2/22/2012	Thu Wed	0:00/ 17:00	3
151201116	CREDIT CARD FRAUD	435 WOODGATE CT	UNKNOWN	3/22/2011 to 2/22/2012	Thu Wed	0:00/ 17:00	3
151201131	FRAUD	7712 Apple Tree	RESIDENCE-PRIVATE	2/23/2012 to	Thu	16:00/ 16:54	3
151201160	BURGLARY FROM MOTOR VEHIC	851 Cramer Ct	DRIVEWAY-RESIDENTIAL	2/25/2012 to	Sat	18:30/ 6:40	2

Crime Analysis Breakdown for February 2012

<u>PCLASS</u>	<u>Number of Occurrences</u>
BURGLARY FROM MOTOR VEHICLE	1
CREDIT CARD FRAUD	1
DOMESTIC TROUBLE	1
FRAUD	1
HARASSMENT BY TELEPHONE	3
HIT AND RUN ACCIDENT	2
IDENTITY THEFT	3
INFORMATION	1
ROBBERY	1
RUNAWAY (JUVENILE)	1
SALE OF LIQUOR TO MINOR/DRUNKARD	3
TELEPHONE THREAT	1
THEFT FROM MOTOR VEHICLE	1
THEFT OF MV PARTS/ACCESSORIES	1
THEFT UNDER \$300	2

<u>PREMISE</u>	<u>Number of Occurrences</u>
APARTMENT	5
APARTMENT-PARKING LOT	1
BANK	1
BUSINESS PLACE-COMMERCIAL	3
DRIVEWAY-RESIDENTIAL	1
MOTEL/HOTEL	1
PARKING LOT-BUSINESS	1
PARKING LOT-GENERAL USE	1
RESIDENCE-PRIVATE	1
RESTAURANT-CHAIN	4
STREET	2
UNKNOWN	2

<u>DAYCODE</u>	<u>Number of Occurrences</u>
Fri	3
Mon	2
Sat	1
Sat Mon	1
Sun	2
Sun Wed	2
Thu	2
Thu Wed	2
Tue	2
Tue Thu	1
Wed	5

<u>SUBDIV</u>	<u>Number of Occurrences</u>
FARMINGDALE	1
LAKE HINSDALE COMMONS	1
RED ROOF INN	1
RIDGEMOOR WEST	1
SOUTH OF PLAINFIELD/EAST OF RT 83	4
THE KNOLLS	5
TOWN CENTER	5
WATERFORD	2
WILLOWBROOK APARTMENTS	2
WOODLAND PLAZA	1

<u>REPTAREA</u>	<u>Number of Occurrences</u>
113	5
118	1
131	1
211	2
213	1
230	4
232	2
235	1
236	1
250	5

SHE763

12

INCIDENT IUCR REPORT FOR - AGENCY: WL - 01/01/12 THRU 02/29/12

11:

29

PAGE

1

OFFENSE STATUS CODES 0 1 3 4 5 6 7 8 10 2

9

OFNS IN CODE CSA	OFFENSE CLASSIFICATION	TOTAL UNFD.	OTHER	ARREST	JUV.	ADULT	REF.	DEATH DENIED	OFFENSES CLEARED	PROS. JUV NO	TOTAL	ADM
SD												

ROBBERY

0320	ROBBERY	1	0	0	0	0	0	0	0	0	0	1
0	TOTALS	1	0	0	0	0	0	0	0	0	0	1

BATTERY

0410	AGGRAVATED BATTERY	2	0	0	0	0	0	0	0	0	0	2
0	SIMPLE BATTERY	2	1	0	0	0	0	0	0	0	0	1
0	DOMESTIC BATTERY	4	0	0	0	0	0	0	0	0	0	3
1	TOTALS	8	1	0	0	0	0	0	0	0	0	6

1

1

1

1

1

1

1

1

1

1

1

1

1

1

ASSAULT

0510	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0
0																		
TOTALS	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0

TOTALS

BURGLARY/THEFT FROM MOTOR VEHICLE

0710	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2																		
0720	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1																		
0760	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
3																		
0770	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1																		
TOTALS	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1

TOTALS

THEFT

0810	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
0																		
0820	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
1																		
0860	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
0																		
TOTALS	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4

TOTALS

DUPAGE COUNTY CRIMINAL JUSTICE INFORMATION SYSTEM - C.J.I.S.

SHF763

12

INCIDENT IUCR REPORT FOR - AGENCY: WL - 01/01/12 THRU 02/29/12

11:

29

PAGE

2

2

9

OFFENSE STATUS CODES 0 1 3 4 5 6 7 8 10

IN	OFFENSE	REF.	ADULT	JUV.	OFFENSES CLEARED	PROS.	JUV NO	TOTAL	ADM			
CODE	CLASSIFICATION	UNFD.	OTHER	ARREST	OFND.	EXTRA.	COOP.	DECL.	CUST.	CIRD.	PEND.	CIO
SD												

MOTOR VEHICLE THEFT

0910	THEFT OF MV	1	0	0	0	0	0	0	0	0	0	0
1												
TOTALS		1	0	0	0	0	0	0	0	0	0	0

.....

DECEPTION

1110	DECEPTIVE PRACTICES	1	0	0	0	0	0	0	0	0	0	1
0												
1130	FRAUD	1	0	0	0	0	0	0	0	0	0	1
0												
1137	IDENTITY THEFT	3	0	1	1	0	0	0	0	0	0	1
0												
1150	CREDIT CARD FRAUD	1	0	0	0	0	0	0	0	0	0	1
0												
1220	THEFT OF LOST OR MISLAID	1	0	0	0	0	0	0	0	0	0	0
1												
TOTALS		7	0	1	1	0	0	0	0	0	0	4

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION - MONTHLY EXPENDITURE REPORT

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

Discussion Only

Approval of Staff Recommendation (for consideration by Village Board at a later date)

Seeking Feedback

Approval of Staff Recommendation (for immediate consideration by Village Board)

Regular Report

Report/documents requested by Committee

BACKGROUND

The attached report is a monthly Expenditure Report for the month of February 2012.

REQUEST FOR FEEDBACK (if any)

NONE.

STAFF RECOMMENDATION (if any)

NONE.

VILLAGE OF WILLOWBROOK
EXPENDITURE REPORT FOR FEBRUARY, 2012
GENERAL CORPORATE FUND

PRCT. OF YR: 83.33
RUN: 03/01/12 9:47AM

PAGE: 1

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	139,997.21	1,930,728.42	90.96	2,122,593.00	191,864.58	45.48	4,245,186.00
01-30-630-102	OVERTIME	8,154.44	178,243.37	78.44	227,225.00	48,981.63	39.22	454,450.00
01-30-630-103	OVERTIME-SPECIAL DETAIL & GRANTS	1,841.12	19,829.05	63.63	31,165.00	11,335.95	31.81	62,330.00
01-30-630-104	PART TIME CLERICAL	1,693.30	17,318.17	71.62	24,180.00	6,861.83	35.81	48,360.00
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	10,549.12	116,007.01	84.59	137,137.00	21,129.99	42.30	274,274.00
01-30-630-127	OVER-TIME - CLERICAL	267.18	6,417.55	44.57	14,400.00	7,982.45	22.28	28,800.00
01-30-630-141	EMPLOYEE BENEFIT - MEDICAL INSURANC	25,652.70	276,680.24	77.00	359,342.00	82,661.76	38.50	718,684.00
01-30-630-144	EMPLOYEE BENEFIT - UNEMPLOYMENT INS	0.00	577.18	18.41	3,135.00	2,557.82	9.21	6,270.00
01-30-630-147	EMPLOYEE BENEFIT - MEDICARE	1,851.52	25,306.49	88.24	28,680.00	3,373.51	44.12	57,360.00
01-30-630-151	I M R F	1,941.52	19,949.62	81.96	24,342.00	4,392.38	40.98	48,684.00
01-30-630-155	POLICE PENSION	38,878.92	427,668.12	84.62	505,426.00	77,757.88	42.31	1,010,852.00
01-30-630-161	SOCIAL SECURITY FICA	771.49	8,646.24	79.37	10,894.00	2,247.76	39.68	21,788.00
*TOTAL	PERSONNEL SERVICES	231,598.52	3,027,371.46	86.78	3,488,519.00	461,147.54	43.39	6,977,038.00
<u>CONTRACTUAL SERVICES</u>								
01-30-630-201	PHONE - TELEPHONES	1,812.88	20,188.87	85.69	23,560.00	3,371.13	42.85	47,120.00
01-30-630-202	ACCREDITATION	2,260.20	6,281.74	50.66	12,400.00	6,118.26	25.33	24,800.00
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	837.00	8,793.00	76.66	11,470.00	2,677.00	38.33	22,940.00
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	3,452.72	115.09	3,000.00	-452.72	57.55	6,000.00
01-30-630-246	RED LIGHT ADJUDICATOR	465.00	4,567.50	42.29	10,800.00	6,232.50	21.15	21,600.00
01-30-630-247	RED LIGHT CAMERA FEES	0.00	196,748.60	72.95	269,700.00	72,951.40	36.48	539,400.00
01-30-630-248	RED LIGHT - COM ED	338.25	1,748.32	72.85	2,400.00	651.68	36.42	4,800.00
01-30-630-249	RED LIGHT - MISC FEE	272.95	6,456.21	92.23	7,000.00	543.79	46.12	14,000.00
*TOTAL	CONTRACTUAL SERVICES	5,986.28	254,736.96	73.45	346,830.00	92,093.04	36.72	693,660.00
<u>SUPPLIES & MATERIAL #1</u>								
01-30-630-301	OFFICE SUPPLIES	574.02	3,631.45	64.85	5,600.00	1,968.55	32.42	11,200.00
01-30-630-302	PRINTING & PUBLISHING	0.00	1,306.55	23.97	5,450.00	4,143.45	11.99	10,900.00
01-30-630-303	GAS-OIL-WASH-MILEAGE	14,780.66	68,681.81	94.73	72,500.00	3,818.19	47.37	145,000.00
01-30-630-304	SCHOOLS-CONFERENCE TRAVEL	75.00	11,931.13	59.69	19,990.00	8,058.87	29.84	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	5,164.94	10,712.84	107.13	10,000.00	-712.84	53.56	20,000.00
01-30-630-311	POSTAGE & METER RENT	0.00	1,461.23	32.47	4,500.00	3,038.77	16.24	9,000.00
01-30-630-315	COPY SERVICE	0.00	2,403.83	80.13	3,000.00	596.17	40.06	6,000.00
01-30-630-331	OPERATING SUPPLIES	0.00	3,397.97	75.51	4,500.00	1,102.03	37.76	9,000.00
01-30-630-345	UNIFORMS	806.86	20,583.38	72.48	28,400.00	7,816.62	36.24	56,800.00
01-30-630-346	AMMUNITION	0.00	0.00	0.00	20,000.00	20,000.00	0.00	40,000.00
*TOTAL	SUPPLIES & MATERIAL #1	21,401.48	124,110.19	68.69	180,690.00	56,579.81	34.34	361,380.00
<u>EQUIPMENT - OFFICE</u>								
01-30-630-401	OPERATING EQUIPMENT	1,168.35	10,790.95	60.28	17,900.00	7,109.05	30.14	35,800.00
01-30-630-405	FURNITURE & OFFICE EQUIPMENT	0.00	527.27	105.45	500.00	-27.27	52.73	1,000.00
01-30-630-409	MAINTENANCE - VEHICLES	3,625.92	40,061.54	55.64	72,000.00	31,938.46	27.82	144,000.00
01-30-630-421	MAINTENANCE - RADIO EQUIPMENT	0.00	2,181.94	34.63	6,300.00	4,118.06	17.32	12,600.00
*TOTAL	EQUIPMENT - OFFICE	4,794.27	53,561.70	55.39	96,700.00	43,138.30	27.69	193,400.00
**TOTAL	ADMINISTRATION	263,780.55	3,459,780.31	84.12	4,112,739.00	652,958.69	42.06	8,225,478.00

VILLAGE OF WILLOWBROOK
EXPENDITURE REPORT FOR FEBRUARY, 2012
GENERAL CORPORATE FUND

PRCT. OF YR: 83.33
RUN: 03/01/12 9:47AM

ACCT. NO.	DESCRIPTION	EXPENDED THIS MONTH	EXPENDED THIS YEAR	PRCT. BUDGET	WORKING BUDGET	BUDGET REMAINING	PRCT. APPROP.	APPROP.
<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	3,199.00	79.97	4,000.00	801.00	39.99	8,000.00
01-30-640-263	EDP-EQP. MAINTENANCE	0.00	1,000.00	100.00	1,000.00	0.00	50.00	2,000.00
*TOTAL	CONTRACTUAL SERVICES	250.00	4,199.00	83.98	5,000.00	801.00	41.99	10,000.00
<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	250.00	4,199.00	59.99	7,000.00	2,801.00	29.99	14,000.00
<u>RISK MANAGEMENT</u>								
<u>CONTRACTUAL SERVICES</u>								
01-30-645-273	SELF INS - DEDUCTIBLE	0.00	5,857.78	46.86	12,500.00	6,642.22	23.43	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	0.00	5,857.78	46.86	12,500.00	6,642.22	23.43	25,000.00
**TOTAL	RISK MANAGEMENT	0.00	5,857.78	46.86	12,500.00	6,642.22	23.43	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	575.00	76.67	750.00	175.00	38.33	1,500.00
*TOTAL	CONTRACTUAL SERVICES	0.00	575.00	76.67	750.00	175.00	38.33	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	30.44	297.03	39.60	750.00	452.97	19.80	1,500.00
01-30-650-345	UNIFORMS	0.00	0.00	0.00	232.00	232.00	0.00	464.00
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	23,062.83	29,914.62	5,982.92	500.00	-29,414.62	2,991.46	1,000.00
01-30-650-349	DRUG FORFEITURE EXP. - FEDERAL	0.00	2,909.99	582.00	500.00	-2,409.99	291.00	1,000.00
*TOTAL	SUPPLIES & MATERIAL #1	23,093.27	33,121.64	1,110.72	2,982.00	-30,139.64	555.36	5,964.00
<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	23,093.27	33,696.64	902.91	3,732.00	-29,964.64	451.46	7,464.00

VILLAGE OF WILLOWBROOK
EXPENDITURE REPORT FOR FEBRUARY, 2012
GENERAL CORPORATE FUND

PRCT. OF YR: 83.33
RUN: 03/01/12 9:47AM

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	0.00	0.00	0.00	350.00	350.00	0.00	700.00
01-30-655-339	CONFIDENTIAL FUNDS	0.00	250.00	25.00	1,000.00	750.00	12.50	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	250.00	18.52	1,350.00	1,100.00	9.26	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	250.00	18.52	1,350.00	1,100.00	9.26	2,700.00
	<u>TRAFFIC SAFETY</u>							
	<u>PERSONNEL SERVICES</u>							
01-30-660-105	PART TIME - CROSSING GUARD	476.60	3,561.95	78.73	4,524.00	962.05	39.37	9,048.00
*TOTAL	PERSONNEL SERVICES	476.60	3,561.95	78.73	4,524.00	962.05	39.37	9,048.00
	<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	476.60	3,561.95	78.73	4,524.00	962.05	39.37	9,048.00
	<u>E S D A COORDINATOR</u>							
	<u>SUPPLIES & MATERIAL #1</u>							
01-30-665-263	SIREN MAINTENANCE	0.00	540.75	96.56	560.00	19.25	48.28	1,120.00
*TOTAL	SUPPLIES & MATERIAL #1	0.00	540.75	96.56	560.00	19.25	48.28	1,120.00
**TOTAL	E S D A COORDINATOR	0.00	540.75	96.56	560.00	19.25	48.28	1,120.00
	<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	659.50	2,473.11	54.96	4,500.00	2,026.89	27.48	9,000.00
*TOTAL	SUPPLIES & MATERIAL #1	659.50	2,473.11	44.97	5,500.00	3,026.89	22.48	11,000.00
**TOTAL	CRIME PREVENTION	659.50	2,473.11	44.97	5,500.00	3,026.89	22.48	11,000.00
	<u>TELECOMMUNICATIONS</u>							
	<u>CONTRACTUAL SERVICES</u>							
01-30-675-235	RADIO DISPATCHING	20,992.12	209,921.20	83.34	251,900.00	41,978.80	41.67	503,800.00
01-30-675-263	EQUIPMENT MNTNCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	CONTRACTUAL SERVICES	20,992.12	209,921.20	83.34	251,900.00	41,978.80	41.67	503,800.00
	<u>EQUIPMENT - OPERATING</u>							
01-30-675-401	OPERATING EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*TOTAL	EQUIPMENT - OPERATING	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**TOTAL	TELECOMMUNICATIONS	20,992.12	209,921.20	83.34	251,900.00	41,978.80	41.67	503,800.00

VILLAGE OF WILLOWBROOK
EXPENDITURE REPORT FOR FEBRUARY, 2012
GENERAL CORPORATE FUND

PRCT. OF YR: 83.33
RUN: 03/01/12 9:47AM

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	249.00	6.23	4,000.00	3,751.00	3.11	8,000.00
01-30-680-622	RADIO EQUIPMENT	0.00	0.00	0.00	24,252.00	24,252.00	0.00	48,504.00
01-30-680-625	NEW VEHICLES	0.00	986.50	0.00	0.00	-986.50	0.00	0.00
01-30-680-641	EDP NEW EQUIPMENT	0.00	2,014.87	100.74	2,000.00	-14.87	50.37	4,000.00
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	3,250.37	10.74	30,252.00	27,001.63	5.37	60,504.00
	**TOTAL CAPITAL IMPROVEMENTS	0.00	3,250.37	10.74	30,252.00	27,001.63	5.37	60,504.00
	<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	309,252.04	3,723,531.11	84.05	4,430,057.00	706,525.89	42.03	8,860,114.00
	****TOTAL GENERAL CORPORATE FUND	309,252.04	3,723,531.11	84.05	4,430,057.00	706,525.89	42.03	8,860,114.00
	<u>FUND SUMMARY</u>							
1	GENERAL CORPORATE	309,252.04	3,723,531.11	84.05	4,430,057.00	706,525.89	42.03	8,860,114.00
	TOTALS ALL FUNDS	309,252.04	3,723,531.11	84.05	4,430,057.00	706,525.89	42.03	8,860,114.00

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

INFORMATION –LETTERS & CERTIFICATES OF APPRECIATION

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

- 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 of Appreciation for the following:

- Chief Mark Shelton
- Officer Darren Biggs
- Officer Timothy Kobler
- Officer Nick Volek

REQUEST FOR FEEDBACK (if any)

None.

STAFF RECOMMENDATION (if any)

None.



DARIEN POLICE



KATHLEEN MOESLE WEAVER
Mayor

ERNEST BROWN
Chief of Police

JOHN B. COOPER
Deputy Chief

1710 Plainfield Road
Darien, Illinois 60561-5044
Administration (630) 971-3999
FAX (630) 971-4326
Police Response 9-1-1
www.darienil.us

February 17, 2012

Chief Mark Shelton
Willowbrook Police Dept.
7760 Quincy Street
Willowbrook, IL 60527

Dear Chief Shelton:

On February 5th, 2012, Darien Police Department lost one of our own, Sgt. James Borsilli passed away after a yearlong illness. He served with the Department for twenty-four years. He was 48 years old and leaves behind two sons, ages 14 and 16.

Jim's passing affected the men and women of the Darien Police Department tremendously. He was a good friend, supervisor and mentor to the members of the police department and residents of Darien and will be missed. The department is honoring Jim's memory by retiring his badge number - #301.

We want to thank you and your department for your support during this difficult time. Your agency's participation in Jim's funeral not only honored his memory and service to the community, but also made a lasting impression on the family - especially his two sons. They will remember the outpouring of support for years to come. Your support also leaves an indelible impression on each of us and we share our thanks!

Sincerely,

Ernest Brown
Chief of Police

John Cooper
Deputy Chief

EB:ck

Feb. 16, 2012

Gentlemen,

Unfortunately, Thursday, Feb. 9, 2012

I was involved in a car accident (12/844)

I would like to express my thanks and admiration to Willowbrook Police Department. The Police arrived within a few minutes. The officers who came were most helpful and handled this whole affair admirably.

Sincerely,

Vybandas J. Cerwin

ofc. Biggs

ofc. Kobler

ofc. Volek

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION

DISCUSSION ITEMS

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date: 03/12/2012

- | | |
|---|---|
| <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

- NIPAS Officer Update
- Building Renovation
- Vehicle Purchase
- Review Copier Purchase

REQUEST FOR FEEDBACK (if any)

None.

STAFF RECOMMENDATION (if any)

None.