



WHERE HISTORY & PROGRESS MEET

NOTICE

PUBLIC AFFAIRS COMMITTEE

**Monday, July 27, 2020
7:00 P.M. – Council Chambers**

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Public Affairs Committee of May 26, 2020
3. Public Participation / Presentations
4. Items for Consent
 - A. Homecoming – Fireworks Display Wheaton Academy
5. Items for Discussion
 - A. West Chicago City Museum Reading Rail Signboards
 - B. Western DuPage Chamber of Commerce – 2020 Railroad Days Funding
6. Unfinished Business
7. New Business
8. Reports from Staff
 - A. West Chicago Police Department Annual and Monthly Reports
9. Adjournment

MINUTES

PUBLIC AFFAIRS COMMITTEE

Tuesday May 26, 2020 7:00 P.M.

1. Call to Order, Roll Call, and Establishment of a Quorum.

Chairman Chassee called the meeting to order at 7:00pm. Roll Call found Alderman Hallett, Birch Ferguson, Swiatek, Short and Jakabcsin.

Alderman Brown was not in attendance.

2. Approval of Minutes.

A. Public Affairs Committee Minutes of April 27, 2020. Alderman Swiatek made a motion, seconded by Alderman Hallett to approve the minutes of the Public Affairs Committee meeting. Voting Aye: Chairman Chassee, Alderman Hallett, Birch Ferguson, Swiatek, Short and Jakabcsin. Voting Nay: 0. Motion carried.

3. Public Participation / Presentations.

A. Healthy West Chicago Sustainability Plan – Alderman Birch Ferguson made a motion to approve and revisit this plan in October with more information seconded by Alderman Swiatek. Voting Aye: Chairman Chassee, Alderman Hallett, Birch Ferguson, Swiatek, Short and Jakabcsin. Voting Nay: 0. Motion carried.

4. Items for Consent.

A. Homecoming Parade West Chicago Community High School District 94. Chairman Chassee has given direction to the Committee that contingent upon compliance with any and all orders if any governmental body regarding assembly. Alderman Jakabcsin made a motion, seconded by Alderman Swiatek. Voting Aye: Chairman Chassee, Alderman Hallett, Birch Ferguson, Swiatek, Short and Jakabcsin. Voting Nay: 0. Motion carried.

5. Items for Discussion.

A. Resolution No. 20-R-0021 – A Resolution approving the Master Services and Purchasing Agreement with Axon Enterprises, Inc. Alderman Birch Ferguson made a motion, seconded by Alderman Jakabcsin. Voting Aye: Chairman Chassee, Alderman Hallett, Birch Ferguson, Swiatek, Short and Jakabcsin. Voting Nay: 0. Motion carried.

B. Public Art Project Proposal – Haiku Yard Signs – Staff was given direction to send this item to City Council.

C. Allowing Non-City Signs on City Property Outside of the ROW – Chairman Chassee and Public Affairs Committee have agreed to keep the current ordinance and not make any changes at this time.

6. Unfinished Business.

7. New Business.

8. Reports from Staff.

A. West Chicago Police Department Monthly Reports.

- 9. Adjournment.** Alderman Hallett made a motion to adjourn, seconded by Alderman Swiatek. The motion was approved by voice vote, and the meeting adjourned at approximately 7:32pm.

Respectfully submitted,

Yahaira Bautista

Administrative Assistant to Chief of Police
West Chicago Police Department

CITY OF WEST CHICAGO

PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Homecoming - Fireworks Display
Wheaton Academy
September 25, 2020

AGENDA ITEM NUMBER: 4.A.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: July 27, 2020

COUNCIL AGENDA DATE: _____

STAFF REVIEW: Tom Dabareiner

SIGNATURE 

APPROVED BY CITY ADMINISTRATOR:
Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

Wheaton Academy is requesting permission for its Homecoming event on Friday, September 25, 2020 which includes a fireworks display at 9:45 p.m. Residents in the surrounding neighborhoods will be notified by Wheaton Academy of the date and time of the fireworks display in advance of the event.

The Special Event Permit Application has been reviewed and approved by staff from the Police, Public Works, and Community Development Departments as well as the West Chicago Fire Protection District.

A Fireworks Permit will be secured through the West Chicago Fire Protection District.

ACTIONS PROPOSED:

Recommend event for approval as proposed, contingent upon receipt of an approved Fireworks Permit from the West Chicago Fire Protection District.

COMMITTEE RECOMMENDATION:

City of West Chicago SPECIAL EVENT PERMIT APPLICATION



THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED
90 DAYS PRIOR TO THE EVENT

PERMIT NO. _____

Special Event Permit Application

The Special Event Application is due to the City of West Chicago a minimum of ninety (90) days prior to the event if it requires closure of public streets or use of public parking lots. The 90-day time period allows sufficient time to evaluate the request and provide a recommendation to the City Council for its consideration.

Note: Prior to review of the Special Events Permit Application, all applicants must submit the Intent to Meet Insurance Requirements form (page 2).

Submittal Checklist

1. Completed and signed Special Event Application
 - ☐ Intent to Meet Insurance Requirements
 - ☐ Section 1 – General Information
 - ☐ Section 2 – Narrative
 - ☐ Section 3 – Permits
 - ☐ Section 4 – Site Plan and/or Route Map
 - ☐ Section 5 – Task List and Due Dates
 - ☐ Section 6 – Hold Harmless Agreement

2. Completed and signed applications(s) for other permits(s) (See Section 3)
 - ☐ Carnival Permit Application - \$50 per employee
 - ☐ Fireworks Permit Application –
\$125 (Check made payable to the West Chicago Fire Protection District)
 - ☐ Building Permit Application (temporary tents – see min. requirements) - \$50
 - ☐ Raffle Registration Application – requires separate application
 - ☐ Temporary Liquor License Application – requires separate application
 - ☐ Temporary Food Service Permit (DuPage Co. Health Dept. 630-682-7979)

***** FOR OFFICE USE ONLY *****

Received: 6/2/2020

Fee Paid: \$ _____

Receipt # _____

Check # _____

Event Acknowledgement Form returned by:

Police Dept. _____ Fire Dist. _____ PW _____ Park Dist. _____

- | | |
|---|------------|
| ☐ Background checks completed by Police Dept. | Date _____ |
| ☐ DuPage Co. Health Department notified | Date _____ |
| ☐ Certificate of Insurance received and approved | Date _____ |

***** INTENT TO MEET INSURANCE REQUIREMENTS *****

Must be returned prior to application review by City staff

Prior to the issuance of a Special Event Permit, all organizations must present a certificate of insurance meeting the criteria listed below:

1. Required limits per IRMA are \$1mil per occurrence and general aggregate no less than \$2mil for contractors/vendors.

2. *****PLEASE NOTE:** Under the box labeled "Description of operations/locations/vehicles/exclusions added by endorsement/special provisions", the following language must appear:

"The City of West Chicago, its officials, agents, employees, and volunteers is/are named additionally insured. The additional insured is covered as respect to liability arising out of any work or activities performed on behalf of **(company involved)** for **(event)** **(date, times (if applicable), location)** No endorsements or additional forms modify or limit coverage provided to additional insured. Coverage provided to additional insured is primary as it relates to **(event)**".

3. Vendors shall furnish the additional insured endorsement (*consult insurance professional; examples include but are not limited to forms CG 2010 or CG 2026*) to support the certificate of insurance. The endorsement shall also name **"The City of West Chicago, its officials, agents, employees, and volunteers"** as primary and non-contributory.

4. If applicable, vendor shall furnish the City with evidence of Worker's Compensation coverage with statutory limits.

5. The insurance provider will need to submit the Certificate of Insurance and supporting endorsement form preferably via email to **specialevents@westchicago.org** or fax (630-293-1257) to be considered an original document.

I, James Holtrop, representing Wheaton Academy
(print name of authorized person) (organization)

have contacted the appropriate insurance provider and acknowledge that the above insurance criteria can be met. I understand that the Special Event Permit Application will not be reviewed until this document has been signed and returned to the City of West Chicago.

James K Holtrop
(signature)

5-28-20
(date)

Homecoming
(name of event)

September 25
(date of event)

SECTION 1 – GENERAL INFORMATION

Name of Event: Wheaton Academy Homecoming

Type of Event:

☐ Parade ☐ Walk/Run/Bike ☐ Carnivals ☒ Fireworks ☐ Festival

☐ Other _____

Location of Event: Wheaton Academy

Date(s) of Event: 9-25-20 Hours of Event: 4pm to 11pm Est. Attendance: 500

Event Website: _____

Purpose of event: To celebrate homecoming

Name of Sponsoring Organization(s): Wheaton Academy

Organization's Legal Status (i.e. NFP, Partnership, Corporation): _____

Contact person from sponsoring organization: James Holtrop

Organizer address: 1901 Kingsbrook Ct

City/State/Zip: Wheaton IL 60187 Phone: 630-878-2043

Cell Phone: 630 878-2043 E-mail: jholtrop@wheatonacademy.org

Emergency contact information (provide mobile numbers for on-site coordinators during event):

1st Contact: Ken Hockett Phone: 630-992-5096

2nd Contact: Steve Bult Phone: 630-816-0627

Is this an annual event? ☒ Yes ☐ No If Yes, provide next year's event date: unknown

If the event is a recurring event, please state any problems and/or incidents that have occurred in past years, such as noise or neighborhood parking complaints.

None

What, if anything, are you doing to rectify the problem(s)?

SECTION 2 – NARRATIVE

On a separate sheet, provide a detailed description of the overall event. The narrative will serve as the special event proposal to City Council.



May 27, 2019

Dear West Chicago Council,

On September 25, 2020, Wheaton Academy will be hosting their annual homecoming soccer game. Each year we invite our alumni and families to return to the school for a dinner, program, and soccer game. The evening will conclude with a fireworks display provided by Five Alarm Fireworks.

We will have our own concession stand open as well. The community is invited to enjoy the fireworks show also.

We have been hosting the event for many years now. The city has been very gracious in allowing us this great opportunity. Please grant us the permits once again to hold our celebration.

Thank you,

James K. Holtrop

Director of Special Events

SECTION 3 – PERMITS

Will your event include a carnival? ☐ Yes ☒ No

If yes, you must submit a **Carnival Permit Application** ninety (90) days prior to the event. Please visit www.westchicago.org under Forms or contact the City of West Chicago at (630) 293-2200 ext. 135 for an application.

Does your event include the use of a temporary tent in excess of 400 sq. ft. in area with side curtains or 700 sq. ft. in area without side curtains? ☒ Yes ☐ No

If yes, you must submit a **Building Permit Application** thirty (30) days prior to the event. Please visit www.westchicago.org under Forms or contact the City of West Chicago at (630) 293-2200 ext. 131 for an application.

Will your event include a fireworks display? ☒ Yes ☐ No

If yes, you must submit a **Fireworks Permit Application** thirty (30) days prior to the event. Please visit www.westchicago.org under Forms or contact the City of West Chicago at (630) 293-2200 ext. 135 for an application.

Are you holding a raffle at your event? ☐ Yes ☒ No

If yes, you must submit a **Raffle Registration Application** fourteen (14) days prior to the event. Not all applicants will qualify for a license. Please visit www.westchicago.org under Forms or contact the City of West Chicago at (630) 293-2200 ext. 170 for an application.

Will you be applying for a Temporary Liquor License? ☐ Yes ☒ No

If yes, you must submit a **Temporary Liquor License Application** thirty (30) days prior to the event. To qualify for a Class D license, the applicant must be a local organization or group providing beer and/or wine at a picnic, carnival or similar function. A Class D license shall be authorized on a day-to-day basis but not for more than seven (7) consecutive days. Please contact the City of West Chicago at (630) 293-2200 ext. 170 for an application.

Will you be serving food at your event? ☒ Yes ☐ No

If yes, you may be required to submit a **Temporary Food Service Permit Application** thirty (30) days prior to the event. Please contact the DuPage County Health Department at (630) 682-7979 or visit <http://www.dupagehealth.org/temporary-food-service> for additional information. We have a concession stand

Are you requesting services from these departments?

☐ Police ☒ Fire District / Paramedics ☐ Public Works

Specify services: Fireworks safety.

Will you be utilizing any of the following services? NO

☐ Water ☐ Electric/Generator ☐ Other _____

SECTION 4 – SITE PLAN AND/OR ROUTE MAP

Please attach a separate sheet to illustrate the layout for your event.

If applicable, the following must be included:

Location of garbage receptacles (G)
Location of toilets (T)
Location of hand washing sinks (HWS)
Location of retail vendors (RV)
Location of food vendors (FV)
Location of first aid (FA)

Location and number of barricades (B)
Location of fire lane (FL)
Location of fire extinguishers (FE)
Public entrances and exits (PE)
Location of "No Firearms" signage (NF)
Location of sound stages and amplified sound (S)
Location of residential streets surrounding event

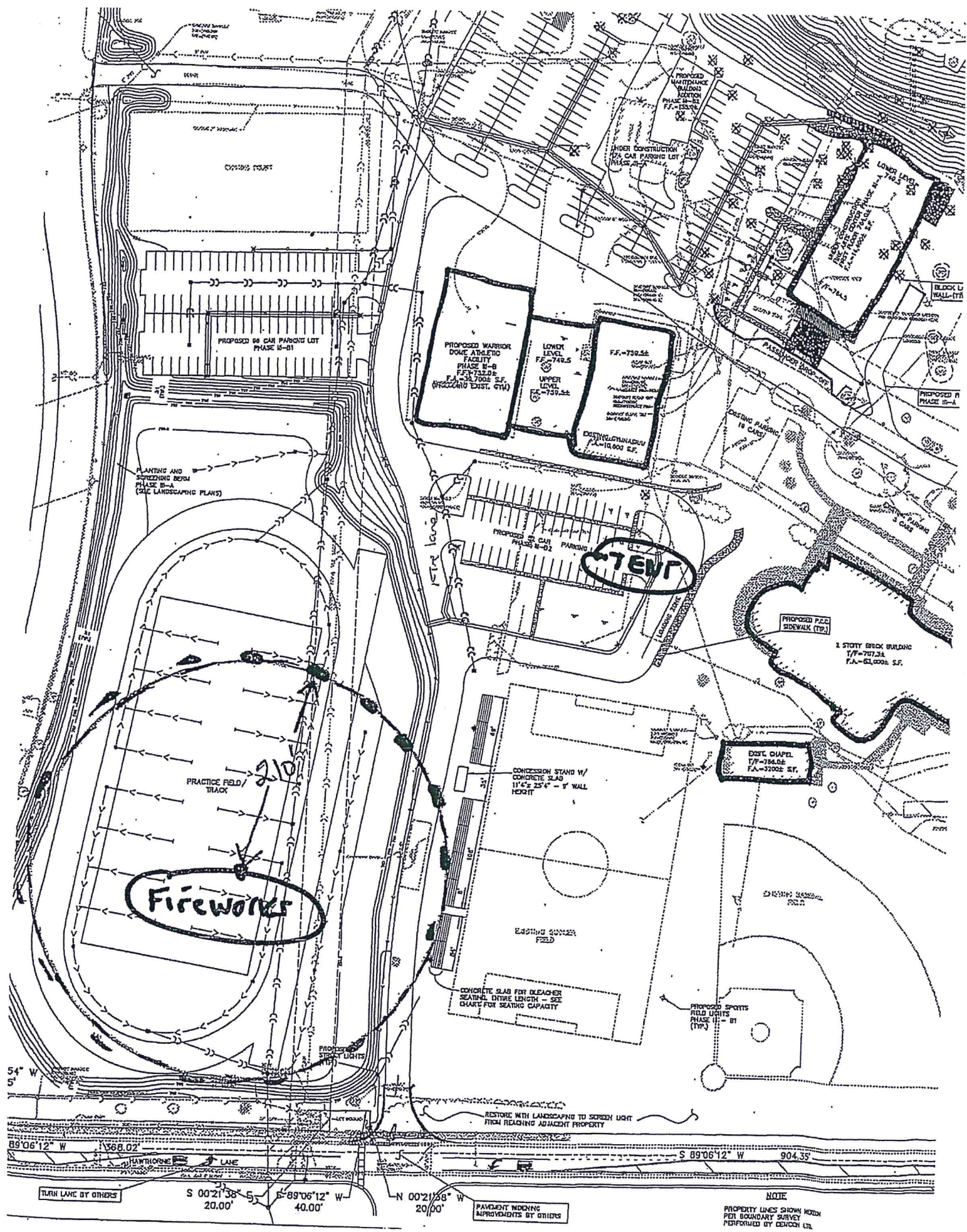
Are you requesting the use of any City-owned property, i.e. City streets, parking lots, or sidewalks?

☐ Yes ☒ No If yes, please indicate the property that you are requesting to use.

Would you like to request the closing of City streets? ☐ Yes ☒ No

If yes, please fill in the following information or submit a route map along with this application:

Street	From	To	Dates	Times



Fireworks

TENT

54° W
89°06'12" W 368.02'
TURN LAKE BY OTHERS
S 00°21'38" W 20.00'
S 89°06'12" W 40.00'
N 00°21'38" W 20.00'
PAVEMENT WIDENING IMPROVEMENTS BY OTHERS
NOTE
PROPERTY LINES SHOWN NOTED PER BOUNDARY SURVEY PERFORMED BY GEORGE LTD.

Certificate of Flame Resistance

Registration Number
F-12110



EVANSVILLE, INDIANA 47725

Date of Shipment
05/20/10

Tent Identification
14866970

MANUFACTURERS OF THE FINISHED TENT PRODUCTS DESCRIBED HEREIN

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable) and were supplied to:

NITE LITE SIGNS BALLOONS INC
DBA AWESOME AMUSEMENTS CO
31502 WALT WHITMAN RD
ST CHARLES, IL 60175



Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshall Code. All fabric has been tested and passes NFPA 701, CPAI 84.

Serial #

8003000 (3)

Description of item certified:

CENTURY FRAME TOP 20WX20 WHITE
VINYL TRIVANTAGES BLOCKOUT

**Flame Retardant Process Used Will Not Be Removed By
Washing And Is Effective For The Life Of The Fabric**

TRIVANTAGE STATESVILLE NC

Name of Applicator of Flame Resistant Finish

Signed:

ANCHOR INDUSTRIES INC

TENT

Received: 06/24/2009	Completed: 06/26/2009	Letter: T	rb	P.O.#:	Test Report #: 2-79307-0-
Client's Identification: 18oz Coated Vinyl Tarpaulin					
Tested For: Julia Liaw, Unit A, 12/F Cheung Lung Ind. Bldg. Plato Chemical Co., Ltd. 10 Cheung Yee Street Lai Chi Kok Kowloon, Hong Kong			Key Test: CA 1237 Sm 105 Tel: 011 852 237 00382 Fax: 011 852 237 00377 Ext:		

PC: 1H /jd

TEST PERFORMED: California Fire Marshal Title 19: Section 1237 (Proposed Revision 8/9/93) Fire Resistance; Small Scale Test - EXTERIOR MATERIALS QUALIFICATION

 RESULTS REPORTED: ☒ Initially
☐ After 72 hours water leaching
☐ After 100 hours weathering

RESULTS:	Specimen #	Afterflame (seconds)	Afterglow (seconds)	Char Length (inches)
Warp:	1	0.0	0	3.4
	2	2.7	0	4.6
	3	0.0	0	4.1
	4	2.0	0	4.0
	5	0.0	0	3.4
	Avg:	0.9		
Fill:	6	1.6	0	4.3
	7	5.7	0	4.6
	8	0.0	0	3.4
	9	0.0	0	3.9
	10	0.0	0	3.5
	Avg:	1.5		

 APPROXIMATE WEIGHT OF MATERIAL (as measured by Govmark): 19.0 oz/yd²

ACCEPTANCE CRITERIA:

 Afterflame: 4.0 seconds maximum avg for length or width
 Afterglow: (see Note #2 below)
 Char Length: 6.0" maximum for any individual specimen

Notes:

1. An asterisk (*) next to any char length measurements indicates that a part of the char length is melt away due to heat from the flame source and not from propagating flame. Therefore, the sample submitted meets the requirements of Title 19 - California Code of Regulations, Section 1237 and 1237.1 for materials weighing less than 4 oz/yd².
2. Afterglow is required to be reported; however, it is not factored into the Acceptance Criteria.

Dear Resident:

The Wheaton Academy Homecoming Committee would like to inform you that, weather permitting, on Friday, September 25, at 9:45 p.m., there will be a fireworks show adjacent to the Hawthorne entrance road on the Wheaton Academy grounds as part of our homecoming celebration. The Fireworks Permit has been granted by the West Chicago Fire Protection Dept., and the Special Events Permit has been issued by the City of West Chicago office. If you have any questions, please call WA at 630-562-7500. We hope you enjoy the display!

James Holtrop

Director of Special Events

SECTION 5 – PLANNING WORKSHEET AND REQUIRED TASK DUE DATES*

Use this form to determine the date each of these tasks needs to be completed. For tasks that do not apply, please mark "N/A" in the Due Date column. If the Due Date falls on a weekend or holiday, the Due Date becomes the next normal business day. However, this does not affect the other Due Dates, as they are only dependent on the date of the special event.

Note: This section must be completed by event organizer prior to notary signature.

Date of Special Event:

Sept 25, 2020

Tasks to be completed (All items due to City unless noted)	Days Due Before Event	Due Date
Submit "Intent to Meet Insurance Requirements" Document (included with Special Event Permit Application, pg.2)	Prior to application review	Prior to application review
Submit Special Event Permit Application	90 days	
Submit Carnival Permit Application	90 days	
Submit Fireworks Permit Application	30 days	
Submit Temporary Liquor License Application	30 days	
Submit Building (Temporary Tent) Permit Application	30 days	
Submit Temporary Food Service Permit Application(s) (DuPage County Health Dept. – 630-682-7979)	30 days	
Submit Original Certificate of Insurance*	21 days*	
Submit Raffle Registration Application	14 days	
Notify residents/businesses of special event	14 days	
Post "No Firearms" signs at all public entrances (See IL State Police requirements for standardized sign in West Chicago's <i>Special Events Policy</i>)	N/A	Day of Event

*If this requirement is not met, the proposed event may be cancelled.

SECTION 6 – WAIVER AND HOLD HARMLESS AGREEMENT

In consideration of the Wheaton Academy (name of organization) and its Members, employees, volunteers or guests, being allow to participate in Homecoming, (the Activity) the undersigned hereby recognizes, acknowledges and assumes any and all risk pertaining to Wheaton Academy (name of organization) participation in the Activity.

To the fullest extent permitted by law, the Wheaton Academy (name of organization) hereby agrees to defend, indemnify and hold harmless the City of West Chicago, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including attorneys fees), which may in anywise accrue against the City of West Chicago, its officials, agents and employees, arising in consequence of Wheaton Academy (name of organization) participation in the Activity, or which may in anywise result therefore, except that arising out of the sole legal cause of the City of West Chicago, its agents or employees. The Wheaton Academy (name of organization) shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the City of West Chicago, its officials, agents and employees, in any such action, the Wheaton Academy (name of organization) at its own expense, satisfy and discharge the same.

The invalidity or unenforceability of any of the provisions hereof shall not affect the validity or enforceability of the remainder of this Agreement.

The undersigned represents it has full authority to execute this Waiver and Hold Harmless Agreement on behalf of the Wheaton Academy (name of organization).

Agreed this 27th day of May, 2020

Wheaton Academy

Name of Organization

James Kenneth Holtrop

Print Name of Authorized Person

James Kenneth Holtrop

Signature of Authorized Person

Special Events

Title

The Organization and the authorized signatory below agree to inform the City of West Chicago of any changes in the application at least thirty (30) days prior to the event. *Please note: Final approval of this event is pending satisfactory completion of Certificate of Insurance requirements.*

Signatory agrees to abide by all requirements of the Special Events Policy, including compliance with the State of Illinois Firearm Concealed Carry Act.

***All applications must be signed and notarized.**

Wheaton Academy Angela Roberts 6/1/2020
(Name of Organization) (Print Name of Signatory) (Date)

By Angela Lynn Roberts
(Authorized Signatory)



(Notary Public)

Signed and sworn to before me this 1 day of June, 2020.

After submitting all forms, your application will be reviewed by City staff. All departments that will be involved in providing services or permits for the event will be notified. **Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services or scheduling of other events.**

The City of West Chicago reserves the right to cancel any event at any time for reasons deemed necessary by the City Council and/or City Administrator.

Deliver all completed items to:

City of West Chicago
Attn: Community Development – Special Events
475 Main Street
West Chicago, IL 60185

FOR OFFICE USE ONLY

Based on the information which has been submitted and contingent upon approval of any necessary inspections the day of the event, the request for a permit has been:

☐ Approved Permit No. _____

Authorized Signature

Title

Date

☐ Denied

Remarks:



West Chicago City Museum
132 Main Street
West Chicago, IL 60185
www.westchicago.org/museum

museum@westchicago.org
(630)231-3376

July 22, 2020

The City Museum is requesting direction on the placement of two interpretive reading-rail signboards next to the 1860s Burlington Depot located at 134 Turner Court. Per the current agreement between the City of West Chicago and the West Chicago Library District, the Museum has the authority to request alterations to the Library property which the Depot stands on through the Library's Board. Please see attached permission from the Library to place two signs (sample sign attached) and the layout guide. The quote for these two signs is also attached. The funding for the signs and their installation would come from the City Museum's existing FY20 budget.

Sara Phalen
Museum Director

RE: Nothing for Puboic Affairs Committee?

Benjamin Weseloh <bweseloh@wcpld.info>

Wed 8/28/2019 10:59 AM

To: Sara Phalen <SPhalen@westchicago.org>;

Sara,

I am happy to report that the Board of Library Trustees approved your request to place two wayfinding signs near the depot. Please let me know if you need anything else from me.

I would like to know ahead of time when the installation will take place, so if you could let me know what the timeline is for installation, I would greatly appreciate it.

Thank you.

Ben

Benjamin R. Weseloh

Library Director

West Chicago Public Library District

[118 W. Washington St.](#)

[West Chicago, IL 60185](#)

bweseloh@wcpld.info

Phone: (630) 231-1552 x112

Fax: (630) 231-1578

From: Sara Phalen <SPhalen@westchicago.org>

Sent: Monday, August 19, 2019 7:16 PM

To: Benjamin Weseloh <bweseloh@wcpld.info>

Subject: Re: Nothing for Puboic Affairs Committee?

Hi Ben,

Here you go-please let me know if you need anything further at this time.

Thanks!

Sara Phalen

Director/Curator

West Chicago City Museum

[132 Main Street](#)

[West Chicago, IL 60185](#)

630.231.3376



345 Oak Road . Gibsonia, PA 15044
724-265-4900 . 724-265-4300 (fax)
www.PannierGraphics.com

DATE: 6/28/2020

QUOTE: E000040204

Phalen Consulting
132 Main St.
West Chicago IL 60185

Contact: Sara Phalen
Phone: (815) 751-0551
Email: wegohistory@gmail.com
Project: Historic Waysides

Quantity	Description	Unit Price	Extended Price
2	36"w x 24"h x .090 Fiberglass Embedded (FE) Panels. All different. Single-faced. Matte finish. Square cut. No holes.	\$485.00	\$970.00
2	Aluminum Low Profile Traditional "T" Exhibit Bases for 36"w x 24"h Panels. Visual area will be 35"w x 23"h. Includes (2) 2" x 6" x 57" "T" style posts. Powder coated black with a textured finish.	\$748.00	\$1,496.00

Sale Amount:	\$2,466.00
Estimated Freight to 60185:	\$128.00
Total Amount:	\$2,594.00

TERMS AND CONDITIONS

- Pricing is based on receiving print ready files. For more information refer to our [File Preparation Guidelines](#). Completed files can be uploaded to our [FTP Site](#).
- One proof of each original will be submitted for customer's approval.
- Bulk packed and one shipment.
- Prices effective for 90 days.
- Estimated freight does not include any special services such as a liftgate or delivery to a residential address. Freight will be delivered via an 18-wheeler truck.
- FOB: Gibsonia
- Delivery: 15-20 Business days after proof approval.
- **50% Payment due with order and balance due Net 30 days, subject to credit approval.**

Robin Heddaeus
Vice President of Sales
724-265-4900 x220
rlh@pannier.com

Customer Acceptance/Date

Print Name and Title



CITY OF WEST CHICAGO

PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

**West Chicago Railroad Days 2020
Final Report
Western DuPage Chamber of Commerce**

AGENDA ITEM NUMBER: 5.B.**FILE NUMBER:** _____**COMMITTEE AGENDA DATE:** July 27, 2020**COUNCIL AGENDA DATE:** _____**STAFF REVIEW:** Tom Dabareiner**SIGNATURE** 

APPROVED BY CITY ADMINISTRATOR:
Michael Guttman

SIGNATURE _____**ITEM SUMMARY:**

The Western DuPage Chamber of Commerce has submitted the attached documentation of expenses for West Chicago Railroad Days that was scheduled to take place Thursday, July 9 through Sunday, July 12, 2020 at Pioneer Park. The Public Affairs committee discussed cancellation of Railroad Days on April 27, 2020 and the cancellation was confirmed by the City Council on May 4, 2020. The cancellation was based on state guidance regarding COVID-19, which has resulted in the cancellation of virtually all festivals to date.

The City has requested a report of expenses and a return of the unspent portion of the \$15,000 that was supplied to the Western DuPage Chamber of Commerce the week of February 17, 2020. The \$15,000 was provided in accordance with the Funding Agreement between the City and the Western DuPage Chamber of Commerce per Resolution 17-R-0040 and is attached. The City's financial contribution to the Western DuPage Chamber of Commerce for this event would have totaled \$30,000.

The Western DuPage Chamber of Commerce is requesting to keep the \$15,000 due to the spending listed in the four categories below:

1. Estimated labor costs of \$9,950
2. A beverage provider that dropped their Chamber membership of \$1,995
3. Sponsor marketing benefit of \$4,000
4. Non-refundable deposits of \$2,925

No receipts were provided in support of these figures.

ACTIONS PROPOSED:

Further discussion of fund return has been requested by the Western DuPage Chamber of Commerce.

COMMITTEE RECOMMENDATION:

2020 Railroad Days - Cost estimates Report to Board of Directors

The 2020 West Chicago Railroad Days Festival was officially cancelled by the City of West Chicago on May 4th as a response to the COVID-19 virus threat. The event, in compliance with the contract with the City of West Chicago was scheduled for July 9th through the 12th. While it was cancelled 9-weeks prior to opening, much of the chamber's staff time and resources are expended prior to this date.

The following explains many of the tasks required to plan and manage the event as well as other associated losses incurred because of the cancellation occurring well into the 2nd quarter of the chamber's budget year.

The funding agreement reduces the funding amount by \$10,000 from 2019 as it did in 2019 and 2018 from the original \$60,000 funded in 2017; current funding amount is \$30,000 plus in-kind services estimated at \$17,000. As such, every year the chamber attempts to reduce the overall cost of the event while providing both the mandated components (per contract) and a quality event for the community. To do this, each component of infrastructure and amenity is carefully reviewed and negotiated.

Negotiation meeting, calls and auditions:

Generators required to operate in Pioneer Park, location per contract with City of West Chicago. This included on-site meeting with their manager and consideration of various layouts of stage, trailers, vendors, beer garden and other amenities requiring electricity as well as compliance with City codes. In order to consider alternate and less expensive power options, a preliminary load needed to be determined by calling all previous vendors to ascertain interest in returning to the event and if so, the maximum amperage load of each piece of equipment.

The layout submitted to the City was modified from previous years to meet our goal.

Talent/entertainment:

Entertainment is not only a required component of the event, but it is the favorite feature offered throughout the four-day festival. There is no entry fee to attend Railroad Days and free concerts are a big draw. Fred Brennon is contracted by the chamber to seek out performers that offer a blend of music styles and genres.

All acts are proposed to the chamber to review, often by attending a performance that is open to the public; three acts were auditioned in person for the 2020 lineup. All others were reviewed by all staff by way of press kits, referrals, YouTube videos, Facebook, and other social media sources to ensure that each performer was appropriate in content and delivery. When approved, Mr. Brennon would present a contract for review, assist in negotiations and secure contract for performance.

Carnival:

Also, a required offering for the festival, the carnival is very popular and is the major source for revenue to support the event; \$25,000 - \$38,000 in recent years. One challenge is that weather can have an impact on the participation and particularly on days/times when a single price (wristband) is offered. In

2020, a *single price for each day was negotiated for Every day, All Day*. This was expected to both increase participation and revenue.

Stage, sound, and lighting:

Quality entertainment required quality sound equipment, stage, and lighting to enhance the overall experience for the audience. In keeping with the goal of working with a smaller budget while maintaining a superior experience for those attending these too were negotiated for 2020. The stage size was reduced, and the sound provider was also worked with to reduce the costs where possible.

Marketing:

The 2020 West Chicago Railroad Days web feature was fully developed to include all the entertainment lineup, vendor applications, bus schedule and location (considering construction), new carnival pricing and schedules. While this may seem easy, it is anything but. Whenever a change is made to the lineup, additional video clips or sponsors are added, changes must be made. In 2020 it was important to make the website mobile device friendly as it is estimated that 80% of visitors will use a mobile device for directions and to review activities.

In addition, radio and TV commercials were in production as well as the printed marketing materials i.e. fliers, posters, and City of West Chicago newsletter copy.

Summary of loss

While the chamber does not practice cost accounting and therefore must rely on estimates to determine time spent and other hard costs, this estimate is determined to be not less than **\$9950.00** un-weighted labor costs directly related to the 2020 West Chicago Railroad Days planning and management YTD. A total of **270 staff hours is a conservative estimate of work exclusive to West Chicago Railroad Days through May 2020.**

In addition, the beverage provider dropped their Chairman's Club membership of **\$1995.00** and the Chamber must now create additional marketing benefits for our sponsors or other benefits that will be valued equally to the marketing benefit expected from Railroad Days. The marketing benefit must be at or above **\$4,000.00** allocated to this event.

No-refundable deposits YTD are **\$2925.00** paid for talent acquisition and stage lease.

American Mobile Staging: \$1925

The Brennon Agency: \$1,000 *it should be noted that all talent contracts were completed and therefore the full \$2,000 fee should have been paid; 50% was negotiated for the benefit of the City of West Chicago by the Chamber.

Profit history: Net retained by the Western DuPage Chamber of Commerce

2017	\$34,787.48
2018	\$31,056.38
2019	\$26,141.12

Exhibit A
Funding Agreement for Railroad Days for 2017 through 2021

THIS AGREEMENT is made and entered into on the 6th day of February 2017, by and between the Western DuPage Chamber of Commerce (hereinafter referred to as "Chamber") and City of West Chicago, (hereinafter referred to as "City").

1. In consideration of the covenants and agreements hereinafter contained, as well as other good and valuable considerations, the Chamber and the City hereby agree that the Chamber is an independent entity with respect to the City and agrees to perform all services to create, plan, develop and execute the Railroad Days Festival (hereinafter referred to as "Festival") scheduled as follows:

2017: July 6 - 9
2018: July 12 – 15
2019: June 8 (parade only) and July 11 – 14
2020: July 9 – 12
2021: July 8 - 11

at Pioneer Park, 479 W. Forest Avenue, or another mutually agreeable location, and that the City will provide a designated amount of financial support for such Festival. The Festival will include a four-day carnival, and may include the following: musical acts, a fireworks display, a beer garden, and a parade, with the necessary infrastructure and marketing to support such. The City will provide the following amounts for Festival components:

2017: \$ 60,000
2018: \$ 50,000
2019: \$ 40,000
2020: \$ 30,000
2021: \$ 25,000

The City shall be responsible for no additional cash contributions beyond that which is stated herein.

2. The Chamber may, at its sole discretion and as detailed in its Special Event Assessment Form (described below) schedule additional entertainment and/or attractions and use the City-funded infrastructure, so long as any additional, non-negligible costs associated with such are funded from private sources, such as sponsorships or donations. The Chamber has no authority or power to incur debts, obligations or commitments of any kind whatsoever for or on behalf of the City or to bind the City to any contract, agreement or employment agreement. In consideration for funding received by the Chamber from the City as primary financial contributor, the City's expectations associated with the Festival are more fully described in the addendum that is attached hereto and made apart hereof as Exhibit "B"

3. The services which the Chamber will perform include, but are not limited to, planning, organizing and supervising the Festival, making arrangement for the Festival site, negotiation of contracts with responsible independent contractors or vendors, applying for all permits and licenses, and complying with all insurance requirements. One supervisor of the Chamber shall attend and supervise the entire Festival. The Chamber agrees to pay or have paid all contractual obligations associated with the Festival, to coordinate and certify required Bassett training, and to obtain such through the City if such is available at the time training is scheduled, for all volunteers working with the beer tent, and to obtain all required licenses and deposits; copies of all invoices, receipts and checks to vendors shall be provided prior to the City making the payment as detailed in Section 4(A)(4) below. At all times, the Chamber will comply with all City Codes and Ordinances and Special Event Policy that are in effect. However, should a higher level of government mandate any new laws that the City is required to enforce and should the City Council approve a new law that does not specifically deal with festivals but rather improves and addresses the health, safety and welfare of West Chicago residents and its visitors, then the Chamber shall be obligated to comply. The Chamber shall not open any portion of the Festival until the respective permits are obtained and approvals are granted and all insurance requirements are satisfied.
4. The City's responsibilities stated below are limited to the following:
 - A. Providing financial support as detailed above for 2017 through 2021 paid in installments, to be used to help cover the cost of activities and the Chamber's role in producing the Festival for community-wide benefit. Funds will be released so long as the submittal requirements have been met as per Sections 6 and 7 of this Agreement.
 1. The City agrees to pay the Chamber (or its designee, as specified in writing) 50% by the end of the week following the second City Council meeting in February as seed money for contractual obligations directly related to the Festival.
 2. The City agrees to pay the Chamber (or its designee, as specified in writing) 25% for contractual obligations directly related to the Festival by the end of the week following the first City Council meeting in May.
 3. The City agrees to pay the Chamber (or its designee as specified in writing) 10% for contractual obligations directly related to the Festival by the end of the week following the second City Council meeting in June.
 4. The City agrees to pay the Chamber (or its designee, as specified in writing) the final 15% in consideration of all contractual requirements being met, and after the Chamber has provided to the City copies of all invoices, receipts and checks to vendors for expense receipts no less than the amounts designated for each year

in Section 2 above, together with its final written report including a summary financial report following the format and level of detail of Exhibit "C" attached hereto, has had all final paperwork accepted by the Public Affairs Committee, and has made its final appearance at the first available Public Affairs Committee meeting after the Festival.

5. Should any submittal deadline not be met and/or should the information submitted be deemed incomplete, the City will withhold payment until the submittal is satisfactory. The Chamber will be paid within thirty (30) days of the City receiving a complete and satisfactory submittal.
6. No additional funds shall be provided to the Chamber beyond those specifically detailed in this Agreement, except that the City of West Chicago shall maintain a membership with the Chamber at the Platinum level for the years 2017 through 2021.

B. Providing the following in-kind services with approval of the City Administrator:

1. The Public Works Department will provide barricades and ensure water hook-up.
2. The Police Department will provide security during hours of operation of the Festival and for one hour before and after the approved hours of operation.
3. The Community Development Department will provide inspectors for inspection of all carnival type rides and vendors and for inspection of the general layout of site.
4. The City will waive associated application and permit fees.
5. The City will work with Groot Industries to provide a garbage dumpster.
6. The City will provide traffic management on all public streets.
7. The City will provide rolling street closures associated with the parade, if a parade is held.
8. The Chamber shall be responsible for turf restoration to the satisfaction of the Park District, or other owner, as applicable for a different Festival location. The City shall no longer be responsible for turf restoration after the Festival.

5. The Chamber has no stated management fee, but reserves the right to plan and manage the event and enjoy the exclusive benefit of any profit resulting from such.
6. The Chamber shall communicate progress and compliance with the terms of this Agreement at the request of the City. The final post-Festival report shall include a recap of the Festival and detail the successes and challenges, and accounting of

expenses of not less than the amounts designated for each year in Section 2 above related to the Festival accompanied by copies of invoices, receipts and checks to vendors.

7. The Chamber shall comply with the following submittal deadlines and all other submittal dates as indicated on the Special Event Permit Application.
 - March 31st – Submit Special Event Permit Application (including, if applicable, map of parade route, location and times of street closures), Fireworks Application, Carnival Application and associated documentation, if applicable, including Certificates of Insurance from the Western DuPage Chamber of Commerce and those specific to the Fireworks and Carnival.
 - April 15th – Attend an Application Review meeting to be scheduled by the City, and at least one (1) coordination meeting per month (approximately May 1, June 1, and July 1) in preparation for the event.
 - May 15th – Submit marketing insert in English and Spanish for City newsletter.
 - June 30th - Submit written confirmation of scheduled inspections from Community Development Department, West Chicago Fire Protection District and the DuPage County Health Department. Written confirmation shall be provided that all carnival workers have had their required background checks by this date. If there is a beer tent, written confirmation shall be provided that indicates that Bassett training, through the City if such is available, and ticket seller training occurred by this date.
 - June 30th - Secure the site and obtain all required approvals for a compliant fireworks display, if applicable.
8. If either party elects to cancel this agreement, than such shall be done via written notification to the other party by December 31 of the year preceding the next scheduled Railroad Days event.
9. If either party elects to enforce the provisions of this contract in a court of law, the venue shall be in the Circuit Court of DuPage County. The successful party in any action to enforce the terms of this Agreement is entitled to reimbursement for its reasonable costs and attorney's fees.
10. The Chamber agrees to maintain, at its expense, workers' compensation insurance, and to fully protect its employees from any and all claims filed under the Workers' Compensation or similar statutes of this State. Such insurance shall be maintained in those amounts required by statute. The Chamber agrees to maintain, at its own expense, general liability insurance in amounts not less than \$5,000,000 aggregate and shall name the City, the West Chicago Park District, the West Chicago Fire Protection District, and their respective officials, agents, employees and volunteers all as additional insureds under the policy. The

Chamber's insurance coverage shall be primary as respects the City, the West Chicago Park District, the West Chicago Fire Protection District, and their respective officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City, the West Chicago Park District, the West Chicago Fire Protection District, and their respective officials, employees, agents and volunteers shall be excess of the Chamber's insurance and shall not contribute with it. The Chamber shall ensure that the City receives original certificates of insurance and endorsements evidencing the existence of such coverage by the end of March each year, which shall be continued during any periods in which this Agreement is in force.

The Chamber hereby agrees to indemnify and hold harmless the City of West Chicago and the West Chicago Park District and their directors, officers, agents and employees from and against any and all claims, demands, actions, causes of action and other liabilities and expenses, including but not limited to attorney's fees, arising out of or in connection with the Festival, including but not limited to any such claims that may be asserted by any employees of the Chamber, any contractor, vendor or other service provider for the Festival. This indemnification provision shall survive the term of this agreement or any cancellation or abandonment of the terms and conditions contemplated herein.

The Chamber is responsible for obtaining, verifying and retaining all vendor and participant Certificates of Insurance and Waivers.

The Chamber hereby agrees that any and all work conducted at the Festival site shall be performed in accordance with all applicable laws of the City to provide a safe working environment for the Festival workers, volunteers and general public. Furthermore, the Chamber agrees to secure by means of contract/agreement with vendors for fireworks and carnival to provide additional insurance coverage as primary as respects the City, West Chicago Park District and the West Chicago Fire Protection District and their respective officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City, the West Chicago Park District, and the West Chicago Fire Protection District and their respective officials, employees, agents and volunteers shall be excess of the vendor's insurance and shall not contribute with it. The Chamber is responsible for ensuring that all insurance requirements are met.

The Chamber hereby grants the City permission to talk directly with its insurance company to ensure that the Certificate of Insurance and the Endorsements comply with the terms of this Agreement and the City Code. The Chamber shall also secure the written authorization of the companies conducting the Fireworks and the Carnival to allow the City permission to talk directly with their respective insurance companies to ensure that the Certificate of Insurance and the Endorsements comply with the terms of this Agreement and the City Code.

11. Neither this agreement nor any interest herein, or claim hereunder, shall be assigned or transferred by either the City or the Chamber.

CITY OF WEST CHICAGO

By: _____
Ruben Pineda
Mayor

Date: _____

Attest:

By: _____
Nancy M. Smith

City Clerk

WESTERN DUPAGE
CHAMBER OF COMMERCE

By: _____

Name: _____

Title: _____

Date: _____

Attest:

By: _____
Name:

Title: _____

WEST CHICAGO POLICE DEPARTMENT ANNUAL REPORT



2019

Michael Uplegger, Chief of Police

Contents

Message from Chief Uplegger	4
Map of Service Area.....	5
Organizational Chart.....	6
Department Overview.....	7
Mission/Value Statement	7
Mission Statement	7
Value Statement	7
Operations Division.....	8
Patrol	8
Traffic Stop Analysis.....	9
Traffic Safety.....	9
Community Relations.....	10
Training.....	10
Community Service Officers.....	11
Investigations Unit	12
School Resource Officers.....	13
Support Services.....	14
Records Unit.....	14
Social Services	14
Department 2019 Highlights.....	15
Department Programs.....	19
Prescription Drop Box	19
Honor Guard.....	19
Community Involvement.....	20
Coffee with a Cop	21
Contractual and Auxiliary Services Communications.....	22
Emergency Services	22
Community Emergency Response Team	22
Regional Cooperatives.....	23
Northern Illinois Police Alarm System	23
Illinois Law Enforcement Alarm System	24
DuPage Major Crimes/Merit Task Force	24
DuPage County Crash Assistance Response Team.....	24
Fire Investigation	25

2019 Annual Report

Internet Crimes Against Children Task Force (ICAC)	25
Emergency Management	25
 Annual Reports	 26
Annual Performance.....	26
Levels of Resistance.....	26
Pursuit	27
2019 Illinois Unified Crime Report (IUCR) Statistics	28
Uniform Crime Reporting	28
 Goals	 30
Accomplished Goals for 2019	30

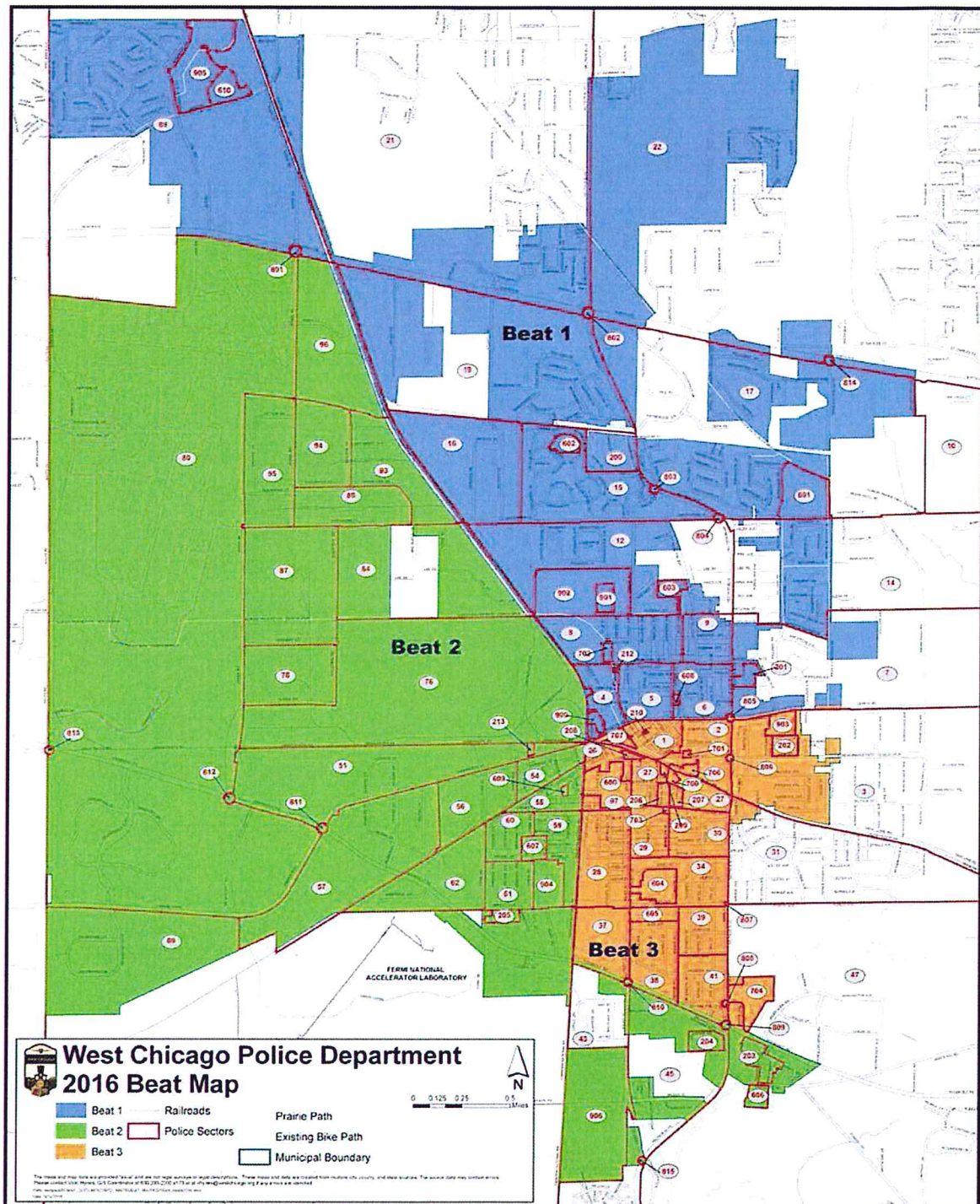
Message from Chief Uplegger

It is my pleasure to present the West Chicago Police Department's 2019 Annual Report. The purpose of this Report is to provide you a snapshot of information and statistics impacting our City and the Department including crime, traffic, our staffing levels, and what's new in our Department. While the Annual Report cannot document everything that our Department accomplishes or participates in during the year, we are confident that this Report gives a representative sample of our interaction with the community and dedication to making West Chicago a safe and secure place to live, visit or work.

Please take your time and review this Annual Report in its entirety and acquire a better understanding of how your police department operates. I am very proud of the men and women of the West Chicago Police Department and their dedication to provide the best possible service to our community and once you read this Report, I'm sure you will feel the same.

Michael E. Uplegger Chief of Police

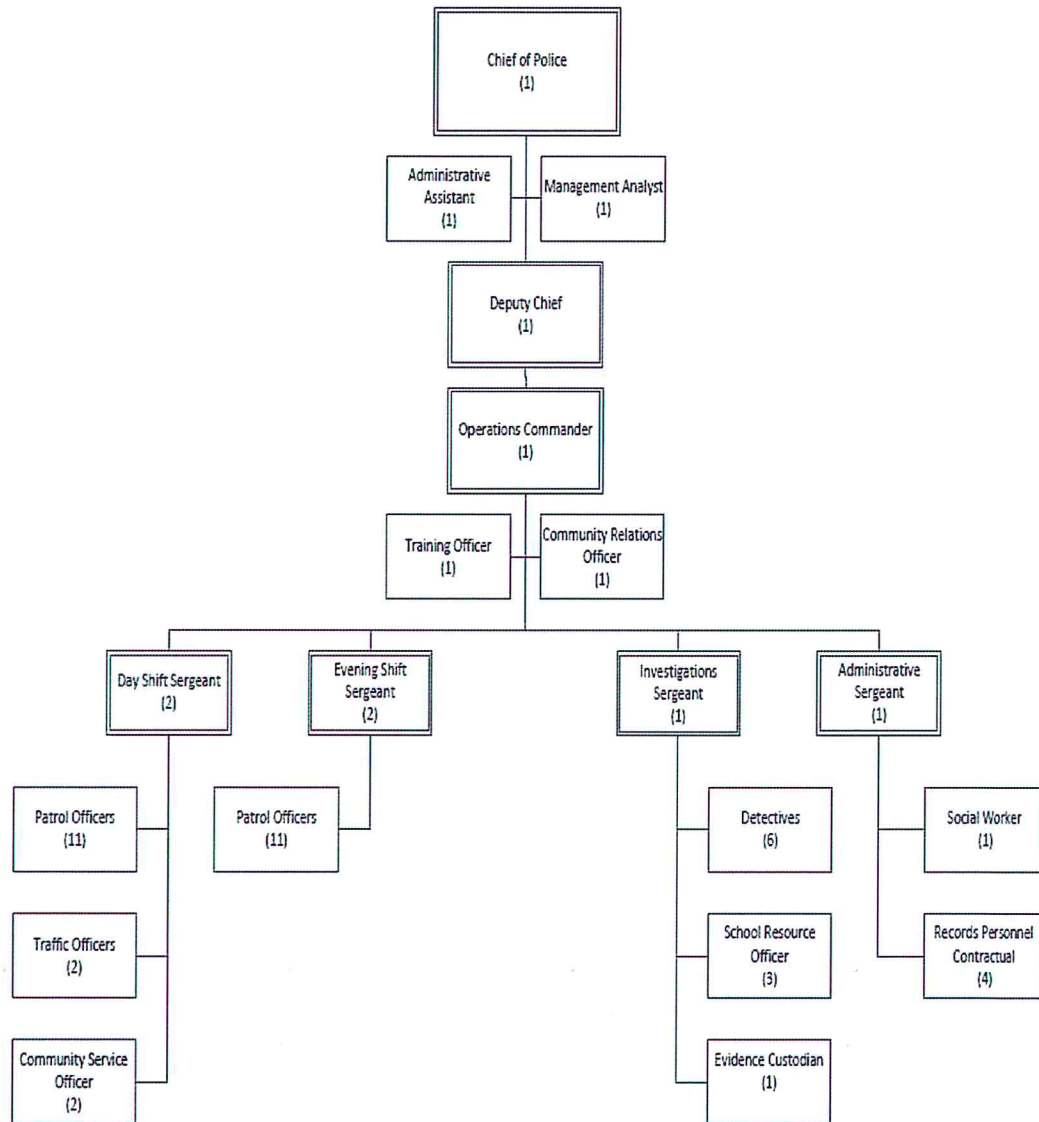
Map of Service Area



Organizational Chart

West Chicago Police Department

10/13/2019



Department Overview

The West Chicago Police Department is comprised of 50 employees, including 44 sworn police officers and six civilian personnel. All employees are dedicated to serving the 27,086 residents of the City of West Chicago. All sworn officers are responsible for investigating and enforcing both local and State criminal offenses. The Chief of Police reports directly to the City Administrator and is responsible for the overall direction and vision of the Police Department.

The Department is organized into three distinct units, with the Supervisors (all of whom are Sergeants) of these units reporting to the Operations Commander. The Operations Commander reports to the Deputy Chief, who reports to the Chief of Police. The three units consist of the Uniformed Patrol Unit, Investigations Unit and Administrative Services Unit.

The Uniformed Patrol Unit consists of four Sergeants, twenty-two Patrol Officers, two Traffic Safety Officers and two Community Service Officers. Uniformed Patrol is the most visible component to the public, as it is responsible for patrolling assigned beats within the community and responding to all emergency and non-emergency calls for service.

The Investigations Unit consists of one Sergeant, six Detectives, three School Resource Officers and an Evidence/Property Custodian.

The Administrative Unit consists of the Records Section and Social Services. The Records Section consists of three full-time contracted clerks.

A Training Officer and Community Relations Officer report directly to the Operations Commander.

The communications operation of the Department is outsourced to DuPage Public Safety Communications (DU-COMM), which provides dispatch services to 44 police and fire agencies in DuPage County and is one of the largest consolidated 9-1-1 centers in Illinois.

Mission/Value Statement

Mission Statement

The mission of the West Chicago Police Department is to protect life and liberty, provide quality police services and forge community partnerships with integrity and professionalism.

Value Statement

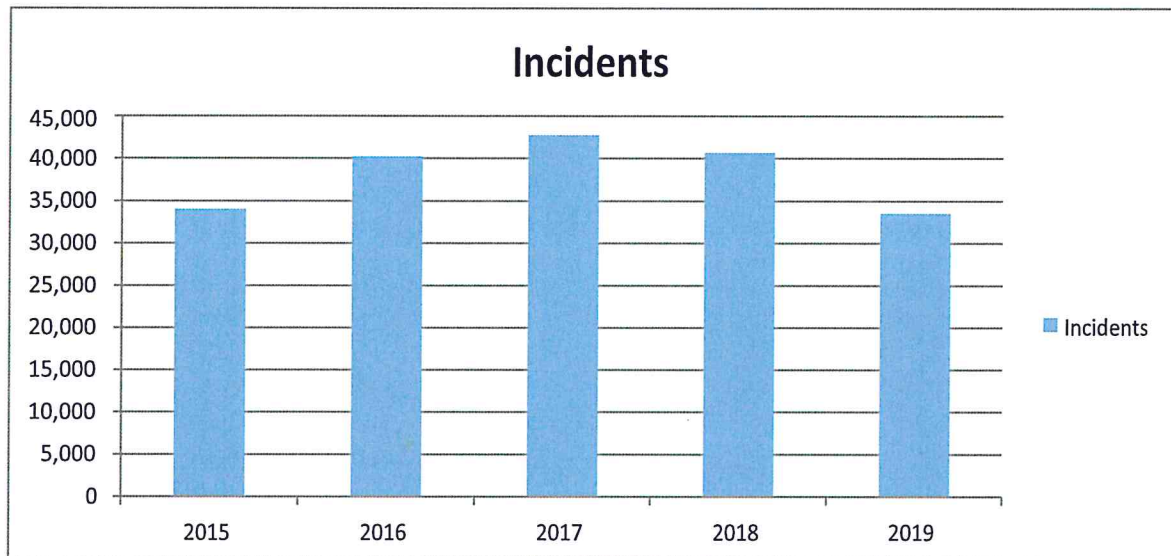
The vision of the West Chicago Police Department is to utilize state of the art technology, progressive training, professional development and leadership to establish ourselves as a premier law enforcement agency.

Operations Division

Patrol

Officers work 12-hour shifts that are divided into four teams: two day shift teams and two night shift teams. The Patrol Sergeants also work 12-hour shifts, with one Sergeant assigned to each team.

In addition to their self-initiated duties such as traffic enforcement, patrol officers are responsible for responding to all emergency and non-emergency calls for service. This includes, but is not limited to: traffic crashes, burglaries, disputes, Fire Protection District assists, well-being checks and suspicious activity calls. These are known as Police Incidents. In 2019, West Chicago Police Department personnel responded to 33,516 incidents. This is an approximate 17% decrease from 2018.



The Patrol Division saw the following personnel changes in 2019: Deputy Chief Julio Calabrese retired and the position was filled with the appointment of Sergeant Christopher Shackelford to Deputy Chief. Sergeant Anthony Cargola was promoted to Operations Commander. Two police officers resigned their positions with the Department and one new police officer was hired. The new officer, Officer Ryan Moore, successfully completed training at the Illinois State Police Training Academy. After the Academy, new recruits continue their training at the Police Department with a Field Training Officer. The Field Training Officer is an experienced officer trained in the art of supervising, training and evaluating entry-level police officers in the application of their recently acquired knowledge and skills.

This additional three to four months of field training allows new officers to become familiar with the City, learn Department policies and procedures and build on the skills they learned in the Academy. It also gives new officers the opportunity to work with and observe veteran officers on different shifts prior to moving to working on their own.

2019 Annual Report

All officers receive on-going training during their tenure with the Department. The Police Department offers both in-house training and outside training through its partnership with North East Multi-Regional Training, Inc. and other agencies.

In addition to the standard training that is required for all sworn personnel, Patrol Officers have the ability to pursue specialty training for the roles of Juvenile Officer, Evidence Technician, Traffic Crash Investigator and Range Officer. This training allows officers to become more knowledgeable in a particular skill set and adds to the level of professionalism within the Department.

Traffic Stop Analysis

In 2004, Illinois law began requiring all State and local police agencies to collect and report specific statistical data to the Illinois Department of Transportation (IDOT) for compilation in a Statewide Traffic Stop Study. The data is compiled annually by IDOT and reported to the Governor, General Assembly, the Racial Profiling Prevention and Data Oversight Board and each law enforcement agency. Data collected and submitted from the West Chicago Police Department's 2019 traffic stops indicate that minority drivers are stopped less frequently than would be expected based on the IDOT estimated driving population.

Race	Stops	Percentage
White	3,398	48.2%
Black/African American	486	6.9%
American Indian/Alaskan Native	5	.1%
Hispanic/Latino	2,772	39.4%
Asian	369	5.2%
Native Hawaiian/Pacific Islander	14	.2%
Total Stops Reported to IDOT	7,044	
TOTAL NON-WHITE	3,646	51.7%
IDOT NON-WHITE DRIVING POPULATION	56.29%	

Traffic Safety

Officers participated in a Distracted Driving campaign in an April Arbor Day enforcement on Arbor Avenue, with 23 citations issued; a Route 59 on 5/9 (May 9th) initiative in which 29 citations and 6 warnings were issued; A July 1st Commercial Vehicle enforcement activity during which 28 citations were issued; July 24th Speed Awareness Day resulting in 28 citations and 18 warnings; and Click it or Ticket Campaigns on October 19th and November 3rd resulting in 14 seat belt and child seat citations.

2019 Annual Report



Another lesser known aspect of traffic safety is the enforcement of laws as they pertain to large trucks. Trucks are required to have a registration based on the vehicle weight, and cannot carry loads that are heavier than the registration allows. Overweight trucks contribute to accelerated road deterioration and negatively affect braking capabilities in emergencies.

The Police Department has several patrol officers trained as Truck Enforcement Officers who conduct specialized enforcement on overweight trucks. In 2019, the drivers of 69 overweight trucks were cited.

Community Relations

The Community Relations Officer coordinates and implements the specific crime prevention, community education, crime resistance and community relations activities of the Department. Specific responsibilities include: meeting with community-based organizations and individuals, providing tours to school groups and organizations and managing the Department's social media accounts. Through use of the Department's Facebook account, the Community Relations Officer is able to provide updates on weather, traffic and criminal activity; request citizen cooperation and possible information on criminal activities; and promote upcoming community events in the City.

Training

The Department's Training Officer is in charge of the following activities:

- (a) Planning and developing training programs
- (b) Identifying and notifying personnel of both required and available training
- (c) Maintaining training records
- (d) Reporting State-mandated training to the Illinois Law Enforcement Training and Standards Board
- (e) Ensuring that required training programs are attended
- (f) Implementing training programs.

In 2019, West Chicago personnel completed 1,197.50 hours of training. Recent amendments to the Illinois Police Training Act requires officers to receive ongoing training on the following topics: Civil Rights, Constitutional Use of Law Enforcement Authority, Cultural Competency, Human Rights, Legal Updates, Procedural Justice and Use of Force.

To facilitate frequent specialized training, the Department has a number of officers who have been trained to present in-house instruction to fellow Department members. Examples of in-house training include: Firearms Instruction, Use of Force, Taser Instruction, CPR and Automatic Defibrillator, Rapid Deployment and Active Shooter training. Prior to the implementation of the County-wide reporting system, two officers attended training in its use and administrative functions then brought this knowledge back to the Department to instruct officers on the new system prior to its implementation.

Community Service Officers

The Community Service Officers (CSOs) perform a wide variety of non-sworn field and office law enforcement-related work in direct support of sworn personnel. These activities include: parking enforcement, traffic control, private property crash reports, non-criminal report taking, assist with monitoring prisoners in custody at the police station, animal control efforts, management of the Evidence/Property Room and the transportation and delivery of evidence and official documents and deposits. A CSO has been trained in the proper installation and inspection of car child safety seats. CSOs have also been trained as Evidence Technicians to support the Department in the proper collection of evidence at crime scenes. The CSOs also document and arrange for the removal of graffiti throughout the City. The CSOs provide responsive, courteous and efficient service to City residents and the general public. In 2019, two CSOs resigned their positions and one new CSO was hired.



2019 Annual Report

Investigations Unit

In 2019, the detectives worked on cases involving death investigations, financial crimes, weapons offenses, burglaries and narcotic investigations. A summary of the cases follows:

Offense/Incident	2019
Murder	0
Burglary/Residential Burglary	13
Background Investigations	14
Missing Person(s)	3
Aggravated Battery/Battery/Mob Action	21
Theft/Retail Theft	25
Sex Offenses	18
Criminal Damage (Property/Vehicle)	8
Shootings	9
Death/Suicide Investigations	8
Armed Robbery/Robbery	6
Weapons	3
Fraud/Credit Card Fraud/Deceptive Practice/Forgery	26
Drugs	20
TOTAL	174

School Resource Officers

The School Resource Officers (SROs) serve as the liaisons between the Police Department and West Chicago Community High School District 94 and West Chicago Elementary School District 33. The SROs primarily investigate crimes that occur on school grounds and provide intervention strategies to troubled students and their families. In 2019, the High School SROs were the primary investigators in 111 cases. The investigations completed by the high school SROs led to the arrest of 37 persons. The District 33 SRO was involved in the investigation of 82 cases, 15 of which resulted in arrest or issuance of a citation.

In addition to their investigative responsibilities, the SROs conduct training and educational exercises for students and staff. This year the SROs participated in 32 classroom presentations to students, 28 presentations to staff only, a presentation to parents and approximately 25 emergency drills; including weather, lockdown and fire drills.



Support Services

Records Unit

The Records Unit is the information repository within the Police Department. The Records Unit is responsible for maintaining all paper and electronic records. The Records Unit also serves the public on a daily basis by conducting business at the customer service window.

Records personnel assist citizens with Freedom of Information Act requests and background checks. They also serve as an answering point for customers who need information about court, traffic and parking citations, overnight parking and various permits issued by the City.

Social Services

The City employs a full-time Social Worker, who is available to handle cases that are referred to her either by other Police Department personnel or by other City Staff.

The Social Worker follows-up as a matter of course with all victims of domestic violence. During the 2019 year, the Social Worker handled hundreds of cases, which involved issues such as abuse, neglect, crisis intervention and domestic violence. Upon receiving a referral, it is the responsibility of the Social Worker to analyze the situation and provide appropriate referrals to the involved parties, which ensures that individuals are offered assistance in a timely manner from agencies that specialize in the delivery of social services.

The Social Worker assisted by providing 32 children from 20 families with gifts for Christmas and coordinated with Hawthorne's Backyard Bar and Barbeque to provide dinner on Christmas Day for 61 people. Easter baskets were provided to 70 children. A summary of the Social Worker's cases follows:

Type of Case	#	Type of Case	#	Type of Case	#
Callout (after normal hours)	8	Death	1	Housing	22
Advocacy	452	Domestic Violence	135	Information & Referral	209
Other Problems	260	Elderly Cases	7	Mental Health	19
Court	60	Family Problems	269	Youth Problems	60
Crisis Intervention	18	Financial Assistance	5	Drugs/Alcohol	12

Department 2019 Highlights

The following are snapshots of notable cases during the year:

During the month of February, West Chicago Police Officers took numerous reports of theft of gas from the Thorntons gas station located at 1330 S. Neltnor Blvd. In each incident, the offending vehicle had different license plates displayed on the front of the vehicle. These plates were determined to have been stolen from cars parked in apartment parking lots in the City and the Jimenez grocery store. On February 16th, an employee of Thornton's called the police and reported that the suspect in the previous gasoline thefts was at one of the station's pumps. Upon arrival, officers located the suspect next to a vehicle with an Illinois license plate on the rear of the vehicle and an Ohio license plate on the front. The suspect was arrested and transported to the Station where he was interviewed by Detective Bowers and Officer Kowalik. The suspect admitted to two of the previous gasoline thefts and to taking license plates from vehicles in the City. The DuPage County State's Attorney's Office approved three counts of Possession of Stolen License Plates or Registration and three misdemeanor counts of Retail Theft. The offender was processed and transported to the DuPage County Jail. Shortly afterward, Officer Berg learned that the subject had provided a false name. The DuPage County State's Attorney's Office was contacted and advised of the new information. Based on the new information the misdemeanor Retail theft charges were upgraded to felonies. Additionally, new felony charges of Obstructing Justice and Forgery for signing paperwork using the false name were approved. The offender was served with copies of his paperwork at the DuPage County Jail.

On February 19th, Officers Richards and Sauseda and Sergeant Langelan were dispatched to the 100 block of Lester St. for an unknown request for police. Upon arrival, officers observed several individuals in the roadway, including a male holding a female in his arms with what appeared to be a significant amount of blood on their clothing. Officers quickly learned the victim had been stabbed multiple times and was bleeding profusely. Officers summoned medical assistance and began applying pressure to the victim's wounds until West Chicago Fire Protection District personnel arrived and subsequently transported the victim to Central DuPage Hospital. A folding knife with blood on the blade was found in the street near the victim. Detectives Flanigan and Calabrese arrived and began interviewing witnesses. Detectives learned that the suspect had been cut during the altercation and was currently at the hospital. Upon being cleared by medical personnel, the suspect was taken into custody and transported back to the Station, where the suspect was charged with Armed Violence and Aggravated Battery. The suspect was fingerprinted and photographed and transported to the DuPage County Jail.

On March 1st, Officer Bertany met with a complainant who advised he received notification from his credit card company of suspicious activity on his account. Multiple transactions were made for the purchase of gift cards at various locations within West Chicago, totaling over \$1,000.00. Officer Bertany obtained surveillance videos and receipts for the transactions. The victim was shown the video and was able to identify the suspect as a relative. During the course of this investigation, Officer Bertany learned that the suspect had also used the victim's credit card at stores in St. Charles, Aurora and Warrenville. The DuPage County State's Attorney's Office approved felony charges of Financial Identity Theft and Unlawful Use of Credit Card. On March 30th, the suspect was arrested in Aurora, Illinois. The suspect was transported to the Station where he was fingerprinted and photographed, after which the suspect was transported to the DuPage County Jail.

2019 Annual Report

On March 13th, Officers Alaniz, Rigler and Landbo responded to the 100 block of W. Washington St. for the report of a domestic battery. The offender allegedly pointed a gun at the victim, threatened to kill her and then fled the area. Upon arrival, Officers located the victim who had obviously been the victim of a battery. While speaking with the victim, Officers learned that the suspect had placed the handgun into a cooler and took it with him. Officers located the offender in a business in the 100 block of W. Washington St. and took him into custody. The cooler, which contained the handgun and a small amount of cannabis, was also located. The DuPage County States Attorney's Office approved felony charges of Armed Habitual Criminal and Unlawful Possession of a Weapon by a Felon. After being fingerprinted and photographed, the suspect was transported to the DuPage County Jail.

On April 3rd, Officers Moos, Reyes and Winton and Detectives Bowers, Calabrese and Flanigan responded to Supermercado La Chiquita located at 133 W. Roosevelt Rd., for a report of a fight involving a gun. Officers were further advised that the individuals involved in the fight had left the scene and were last seen walking towards the Jewel. Officers located two subjects (one adult and one juvenile) walking with a bag of groceries on Augusta Ave. The subjects were detained for questioning while officers viewed surveillance video at Supermercado La Chiquita and surrounding businesses. The video showed the two individuals stopped had been in the business and had been involved in the altercation. The two subjects were taken into custody. Officers looked through the bag of groceries and found a loaded .40 caliber handgun. Upon arrival at the Station, the individuals were interviewed. The DuPage County State's Attorney's Office approved charges of Aggravated Unlawful Use of a Weapon, Unlawful Possession of a Weapon by a Street Gang Member and Unlawful Possession of a Firearm and Ammunition against the adult suspect. Charges approved against the juvenile suspect included Aggravated Unlawful Use of a Weapon, Unlawful Possession of a Weapon by a Street Gang Member, and Unlawful Possession of a Firearm by a Felon. Both were photographed and fingerprinted. The adult was transported to DuPage County Jail while the juvenile was transported to the Kane County Youth Home.

On April 17th, Officers executed a search warrant at an apartment in the 800 block of Burr Oaks Dr. during which they located a large amount of drugs and a handgun. The individual living in the apartment was arrested and transported to the Station. The DuPage County State's Attorney's Office approved charges of Possession of a Controlled Substance with Intent to Deliver, Possession with Intent to Deliver Cannabis and Unauthorized Use of a Weapon by a Felon. After the suspect was fingerprinted and photographed, he was transported to the DuPage County Jail.

On March 13th, the victim reported that a known offender had sexually abused her over a number of years when she lived at a residence in the 900 block of Appletree Ln. After a lengthy investigation, Detectives Herbert and Bowers were able to obtain a confession from the suspect. The DuPage County State's Attorney's Office approved charges against the offender for Predatory Criminal Sexual Assault of a Child and Criminal Sexual Assault. On June 4th, the offender was arrested. The offender was fingerprinted, photographed, and transported to the DuPage County Jail.

On June 22nd, officers responded to Uno Discount Amigo Express located at 543 Main St. for an armed robbery call. Two masked suspects entered the store at closing time and demanded money from the owner before running out the rear exit and entering a vehicle. Possible suspect information was developed. On July 8th two suspects were interviewed by Detectives. One of the suspects

2019 Annual Report

admitted to the armed robbery and other burglaries in West Chicago as well as other crimes in Bartlett and Batavia. The DuPage County State's Attorney's Office approved two counts of Armed Robbery and two counts of Burglary against both suspects. The suspects were fingerprinted, photographed, and transported to the DuPage County Jail.

On July 24th, Officers Kowalik, Reavley, Bertany and Reyes responded to a call in the 200 block of W. North Ave. A patient at the facility was combative and uncooperative with the staff while armed with a knife. He was waving the knife in a threatening manner while refusing to be transported for an evaluation. Attempts by officers to deescalate the encounter and have the subject put the knife down were unsuccessful. Officers were able to distract the subject while Officer Reyes approached the patient and gained control of his right arm. The subject was handcuffed and transported to Northwestern Medicine Central DuPage Hospital for further evaluation.

On August 21st, Officers Rigler, Mielke, Sauseda and Zepeda responded to the Pizza Hut located at 150 W. Roosevelt Rd. for a suicidal subject armed with a gun. Upon arrival, Officers located the subject, holding a handgun, in a van in the parking lot. Officers were able to successfully bring this incident to a conclusion with the subject being transported to Northwestern Medicine Central DuPage Hospital for a mental health evaluation. Officer Rigler went before a judge and obtained a warrant for the offender's arrest on the charges of Illegal Possession of Ammunition without a FOID Card, Possession of a Firearm with an Invalid FOID Card and Carrying/Possessing a Firearm in Public. On November 13th, the offender was arrested. The suspect was fingerprinted, photographed and released after posting the required bond.

Between August 30th and November 26th, officers responded to 10 separate burglaries to landscaping companies located in West Chicago. Suspect information was developed and on December 4th, Detectives Herbert, Bowers, Flanigan and Peterson conducted surveillance on the suspects' homes. One suspect was observed pulling into the driveway and was placed in custody and transported to the Station, where Officer Reyes assisted detectives with the interview. During the course of the interview the suspect admitted to committing the burglaries. The suspect agreed to provide information as to where the property had been taken and sold. A Toro Dingo was recovered from a location in Glendale Heights. A backpack blower, four weed whackers, an extended hedge trimmer, two handheld hedge trimmers, a chain saw, two stander mowers, an aerator and a Proline mower were recovered in Carpentersville. The items were all returned to their owners. The DuPage County State's Attorney's Office approved a charge of Burglary against the suspect. The offender was fingerprinted, photographed and transported to the DuPage County Jail

On September 9th, Officer Winton responded to a residence in the 900 block of Jeri Ln. for a reported burglary to motor vehicle. It was learned that an unsecured vehicle had been entered and items were removed from the vehicle, including a handgun. Later on the same date, Detective Peterson was notified by an investigator with the DuPage County Sheriff's Office that they had a suspect in custody on a matter unrelated to the Jeri Ln. case who was in possession of credit cards that did not belong to him, as well a handgun. Detectives Herbert and Peterson interviewed the subject at the DuPage County Jail. The subject admitted to entering a number of vehicles in the 800 and 900 block of Jeri Ln, taking a number of credit cards and the handgun from unlocked vehicles. The DuPage County State's Attorney's Office approved two counts of Burglary from Motor Vehicle and one count of Possession of a Stolen Handgun.

2019 Annual Report

On November 4th, Officers Richards and Cummings and Sergeant Langelan were dispatched to the 100 block of Wycliffe Dr. for a disturbance. Upon arrival, one victim was located suffering from multiple stab wounds and a second individual was suffering from a gunshot wound. Officers began administering first aid to the victims and obtained suspect vehicle information. Officer Zepeda located and stopped the vehicle and several suspects were taken into custody. Detectives Peterson, Bowers, Calabrese, Herbert and Flanigan as well as DuPage County Evidence Technician and personnel from the DuPage County Metropolitan Emergency Response and Investigations Team (MERIT), responded to assist with the investigation. An Assistant DuPage County State's Attorney responded to the Station to assist and ultimately approved charges of Aggravated Battery with a Firearm, Aggravated Battery with a Deadly Weapon and Mob Action against a total of six suspects. Three of the charged individuals were juveniles, and were transported to the Kane County Juvenile Justice Center. The three adult suspects were fingerprinted and photographed and transported to the DuPage County Jail.

Department Programs

Prescription Drobox



In 2011, the Department placed a collection box for prescription medication in the Police Station lobby in an effort to provide residents with a convenient, secure, and safe way to dispose of unwanted or expired prescription drugs. This service is provided to assist in keeping medications out of both the water supply and the possession of individuals who might otherwise abuse prescription drugs. The safe and easy drop-off location allows residents to be eco-friendly while helping to safeguard our youth, our community and the natural environment. In 2019, a total of 315 lbs. of drugs were dropped off, which was a 9 lb. increase over 2018. Since the inception of the Program the Department has taken in 2,226 lbs. of unwanted or expired prescription drugs.

Honor Guard

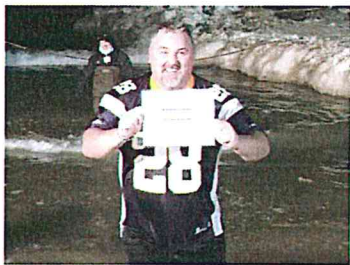
The West Chicago Police Department Honor Guard is a team of Officers formed with the mission to remember and honor all those serving in law enforcement, the fire service and the United States military who have made the ultimate sacrifice in service to our communities and a grateful nation. Members of the Honor Guard receive training in military-style drill and ceremony etiquette. The Honor Guard is comprised of Sergeant Gaztambide, Officers Richards, Rosenwinkel, Fuller, Gelsomino, Flanigan, Calabrese and Reyes. Honor Guard activities include the presentation, posting and retiring of the Colors, parades, holiday ceremonies and, most importantly, funeral ceremonies and memorials.

In 2019, the Honor Guard participated in the Police Officer Memorial in Springfield, IL; Operation Warrior Wishes First Responder Escort at St. Andrew's Golf & Country Club; National Night Out; Railroad Days; Kane County Cougar's game; and a Chicago Bears game.



2019 Annual Report

Community Involvement



Detective Robbi Peterson successfully completed the Special Olympics "Super" Plunge in the frigid Lake Michigan waters on February 15th and 16th. As a fundraiser for Special Olympics Illinois, Detective Peterson completed one plunge an hour for 24 hours, for a total of 24 plunges. His efforts raised \$4,575.00 for Special Olympics athletes.



On March 3rd, Department members and their families participated in the Polar Plunge at Silver Springs State Park in Yorkville. This Law Enforcement event raises money for the Illinois Special Olympics. The West Chicago Team raised \$1,650.

On the morning of May 17th, members of the West Chicago Police Department staked out Dunkin' locations in West Chicago to raise funds for the Law Enforcement Torch Run benefiting Special Olympics. Thanks to the huge support from the community, we can happily announce we raised in excess of \$6,000.00.



On June 2nd, Department members, Mayor Pineda, Special Olympians, and residents joined other law enforcement organizations across the state and participated in the Annual Law Enforcement TorchRun for Special Olympics Illinois. Runners left City Hall and continued to La Chiquita at Roosevelt Road and Joliet Street. Over the past 31 years, the Run has raised more than \$43 million. Funds ensure that neither the athletes nor their families will be charged for participation in Special Olympics.



2019 Annual Report

On November 9th, the Annual Leaf Raking event was held. Thanks to all of the Department members and community volunteers who donated their time to help us this year. Participants in this year's event raked leaves at 29 residential properties in West Chicago, filling 868 lawn bags. In addition, the Department would like to acknowledge the following for their contributions that helped make this event successful: Menards, Groot Industries and Ms. Maureen Margolis and Shawn Stonequist.



Coffee with a Cop

In the months of February, March, April, May and October, members of the Department participated in Coffee with a Cop days. Coffee with a Cop offers opportunities to build relationships and have relaxed conversations with community members.



Contractual and Auxiliary Services Communications



DU-COMM is an intergovernmental agency formed in 1975 to provide public safety communications to police and fire agencies. DU-COMM serves 44 agencies and over 800,000 residents within DuPage County. DU-COMM receives citizens' requests for police, fire, and Emergency Medical Services via 9-1-1 and ten-digit emergency phone lines. DU-COMM annually processes over 1.2 million phone calls and over 750,000 police and Fire/EMS incidents out of the Communications Center.

Dispatchers are responsible for answering all emergency and non-emergency public safety calls for service that come into the Communications Center. This includes calls for police, fire or ambulance services. During 2019, the Communications Center handled in excess of 33,000 calls for service for the West Chicago jurisdiction. Calls for service include police dispatches, traffic stops, 911 hang up calls and other service items. In addition to responding to citizen requests for assistance, Dispatchers also relay information to and from patrol officers via radio. All calls for service are processed through the Computer Aided Dispatch System by the Dispatchers, ensuring that all calls are logged and stored for future reference.

Emergency Services



The West Chicago Emergency Services and Disaster Agency (ESDA) exists to prevent, minimize, repair, and alleviate injury or damage resulting from disasters caused by enemy attack, sabotage, or other hostile action, or from natural or man-made disasters. Its primary function continues to be one of support/relief for the West Chicago Police Department. Typically, the volunteers provide assistance at major traffic accidents, protect evidence at crime scenes, and protect the public and property in the event of weather-related damage. In addition, ESDA volunteers are trained to spot potentially hazardous weather which may affect the City or western DuPage County.

Community Emergency Response Team



The Community Emergency Response Team (CERT) was established in 2005. The purpose of CERT is to train citizens to better respond to emergency situations, should they arise. These volunteers can support first responders, provide immediate assistance to injured victims, and assist with crowd control in an emergency event. More often, however, CERT members help with non-emergency projects throughout the year, such as Railroad Days, National Night Out, Mexican Independence Day and Frosty Fest. In addition to volunteering at these events, members staff a booth to raise community awareness about CERT and disaster awareness.

West Chicago CERT has about 150 members. All CERT members must undergo basic training provided by the Illinois Emergency Management Agency. For the duration of their tenure on CERT, members attend monthly training meetings which consist of online training, classroom instruction and practical training exercises. In 2019, the Department ran a training class for new CERT team members. Four citizens were added to the team.



CERT classes extend over the course of nine weeks and participants receive instruction in Weather Safety, Fire and Life Safety, Medical, Light Search and Rescue, CERT Organization, Psychology and Terrorism. Participants also become certified in CPR and AED use.

Regional Cooperatives

Northern Illinois Police Alarm System

The West Chicago Police Department has been a member of the Northern Illinois Police Alarm System (NIPAS) since 2012. NIPAS is a coalition of agencies that agree to respond to other jurisdictions to provide mutual aid in the event of an incident that requires additional resources.

There are three components of NIPAS. The first component is the Mobile Field Force (MFF), which is used for crowd control and civil disturbances. The second component is the Emergency Services Team (EST). The EST is called for high-risk tactical incidents. The final component is the Bicycle Response Unit (BRU) which was created in 2015 to supplement the mission of the MFF.

The Department currently has one officer serving on the Mobile Field Force. During 2019, the MFF Officer was not called out to respond to an incident. In preparation for possible incidents, the MFF Officer attended training at least monthly throughout the year.



Illinois Law Enforcement Alarm System



The Illinois Law Enforcement Alarm System (ILEAS) was developed to provide mutual aid to all Illinois police agencies. There are over 900 agencies represented in the ILEAS consortium.

In the event of an emergency in the West Chicago area, it is likely that surrounding jurisdictions will also be affected by the same circumstances, thereby making them unable to respond for mutual aid. As part of the ILEAS consortium, West Chicago would be able to request aid from other parts of the State that are not impacted by the emergency event. Additionally, West Chicago Police Department personnel can be called upon to respond to emergencies in other jurisdictions.

In 2019, there was one ILEAS activation. On February 15th, Officer Winton responded to an active shooter situation at the Henry Pratt Company in Aurora.

DuPage Major Crimes/Merit Task Force



The DuPage County Major Crime Task Force (DCMCTF) began operating in February 1992. The Task Force was developed through a joint effort by the DuPage County Sheriff's Office, the DuPage County State's Attorney's Office and the DuPage County Chiefs of Police Association.



The goal of the Task Force is to provide strong investigative aid and expertise to participating DuPage County agencies in especially significant cases. Task Force members typically request assistance in homicide investigations, kidnappings, police-involved shootings and other exceptionally heinous crimes. In 2019, investigators from the West Chicago Police Department participated in five investigations with the DCMCTF. Those investigations included a homicide in Roselle and a homicide that occurred in Bloomingdale.

Beginning in June of 2019, the Major Crimes Task Force was replaced by the Metropolitan Emergency Response & Investigation Team (MERIT). MERIT is comprised of 10 operational components: Crime Scene Investigation, Crisis Negotiations, Digital Forensics, Incident Management Assistance, K-9 response, Major Crash Reconstruction, Major Crimes/Public Integrity, Planned Events, Surveillance & Intelligence and SWAT.

DuPage County Crash Assistance Response Team

DUCART is activated to investigate serious motor vehicle crashes. In 2019, DUCART assisted in the investigation of two fatal crashes in West Chicago (May 18th and August 1st). Beginning in June of 2019, DUCART'S role was assumed by MERIT.

Fire Investigation



The DuPage County Fire Investigation Task Force was established in 1999 to assist local municipalities in processing and investigating significant fires of questionable origin. The Task Force is comprised of Federal, State and local investigators from 36 fire service and law enforcement agencies in DuPage County.

Teams of Task Force investigators are available to respond to assist in origin and cause investigations. Task Force resources include the ATF, FBI, DuPage County Sheriff's Office Forensic Investigations Unit, Hazardous Devices Unit, Crime Laboratory, Office of the State Fire Marshal, DuPage County State's Attorney's Office, accelerant detection dogs, electrical engineers and demolition & shoring contractors.

Internet Crimes Against Children Task Force (ICAC)

The Internet Crimes Against Children (ICAC) Task Force is a national network of 61 coordinated task forces representing over 4,500 federal, state and local law enforcement and prosecutorial agencies. These agencies are continually engaged in both proactive and reactive investigations and prosecutions of persons involved in child abuse and exploitation involving the internet. ICAC is funded by the U.S. Department of Justice's Office of Juvenile Justice and Delinquency Prevention.

Emergency Management

As part of emergency preparedness, staff at the West Chicago Police Department maintains the Emergency Operations Plan for the City. The Plan includes a database of emergency resources, such as agencies and equipment, which can be utilized in the event of a disaster.

The purpose of the Emergency Operations Plan is to familiarize City officials with procedures during an emergency, thereby coordinating staff responsibilities to efficiently respond to an event. Additional emergency preparedness is achieved through the West Chicago Police Department staff, working relationships with the DuPage County Office of Emergency Management, the Illinois Emergency Management Agency and the Federal Emergency Management Agency.

The Department also partners with volunteer organizations such as the American Red Cross and the Salvation Army. These agencies provide the support and resources necessary to assist the City in managing large scale events, such as tornados or flooding. Additionally, they can provide personnel and equipment for disaster recovery, as well as food and shelter for displaced residents.

Annual Reports

Annual Performance

Activities	2019	2018
Traffic Stops	7,565	9,875
Traffic Citations(& Notices to Appear)	4,545	5,928
Warnings	4,091	5,578
Parking Citations	2,301	3,094
Traffic Crashes	905	930
Incident Reports	3,058	3,396

Levels of Resistance

For the calendar year 2019, the West Chicago Police Department had nine Levels of Resistance Encountered Reports documented and submitted. This represents a reduction of 47% from 2018.

In 2016, Department staff started completing Levels of Resistance Encountered Reports when officers point a firearm or a Taser at a subject. Tasers or firearms were pointed at individuals 26 times in 2019. Deadly force was not utilized in 2019. Note more than one application of force may have been necessary to overcome subject resistance during a single incident.

A summary of the Levels of Resistance Encountered Reports follows:

Summary	2019	2018	2017
Reports Initiated	9	17	17
# of Officers Involved	18	29	27
Type of Defense Used:			
Hands/Feet/Knee Strike/Other	6	26	17
O.C. Spray	0	0	0
Expandable Baton	0	0	0
Taser Deployed	0	1	1
Taser Pointed	2	2	0
Firearm	0	0	0
Pointed Firearm	24	5	16
Canine Bite	0	0	0
Injuries:			
Officer Injured	0	4	4
Subject(s) Injured	0	1	0

2019 Annual Report

According to information obtained from DU-COMM, the West Chicago Police Department handled 33,516 calls for service in 2019 and force was used in .02% of these calls.

Police officers are knowledgeable of both the Use of Force Policy and appropriate Use of Force responses. In addition, all incidents of Use of Force are reviewed by a sergeant and then subject to administrative review. In 2019, Use of Force training included qualification and certification with firearms and patrol rifles, less than lethal weapons certifications and review of the Department's Use of Force Policy.

Pursuit

In 2019, the West Chicago Police Department had three documented Pursuit Reports. This represents a 57% decrease from 2018 in which seven pursuits were reported.

PURSUITS	2019	2018	2017
Total Pursuits	3	7	3
Terminated by Agency	2	7	1
Policy Compliant	3	7	3
Non-Policy Compliant	0	0	0
Crashes	0	1	2
INJURIES:			
Officer(s)	0	0	0
Suspect(s)	0	1	0
Third Party	0	0	0
REASON for PURSUIT			
Traffic Offenses	3	5	2
Misdemeanor Offenses	0	1	1
Felony Offenses	0	1	0

The average top speed of Department vehicles involved in the pursuits was 64 MPH.

None of the pursuits ended in a crash. No Department vehicles or citizen vehicles were damaged as a result of the pursuits. No Officers or third-party citizens were injured. One pursuit was reported covering a distance of more than two miles. One of the pursuits covered a distance of one to two miles before ending. One pursuit was a 1/2 mile in length. All three pursuits originated from traffic violations.

A review of the pursuits and the associated documentation did not reveal any significant trends or patterns that would necessitate additional training.

2019 Annual Report

Sergeants and Command Staff reviewed the reports and Policy as part of the pursuit review. At this time there does not appear to be a need for policy modification and there were no equipment failures noted or policy violations.

2019 Annual Report

2019 Illinois Unified Crime Report (UCR) Statistics

Uniform Crime Reporting

The Federal Bureau of Investigation maintains the country's Uniform Crime Reporting program. This program collects nationwide statistics on what are categorized as Part I crimes. These are crimes that are committed against people and property, are serious in nature, occur with regularity in all areas of the country and are likely to be reported to the police. Part II crimes can still be serious, but the information is not collected by the Federal Bureau of Investigation for nationwide comparison purposes.

Part I Crimes	2019 Total	2018 Total	% of Change
Murder	0	2	-100%
Criminal Sexual Assault	12	9	33%
Robbery	6	6	N/C
Aggravated Battery/Assault	16	13	23%
Burglary	30	27	11%
Theft	165	191	-14%
Arson	1	0	100%
Motor Vehicle Theft	9	17	-48%
Total Part I Crimes	239	265	-10%
Part II Crimes			
Reckless Homicide	0	0	N/C
Battery	70	105	-33%
Domestic Battery	105	107	-2%
Assault	7	7	N/C
Deceptive Practices	94	97	-3%
Criminal Damage & Trespass	106	118	-10%
Criminal Defacement	91	88	3%
Deadly Weapons	14	10	40%
Sex Offenses	14	18	-22%
Kidnapping/Abduction	2	2	N/C
Disorderly Conduct	81	76	7%
Select Part II Crimes	584	628	-7%

Goals

Accomplished Goals for 2019

Over a number of years, DuPage County and the DuPage County Emergency Telephone Safety Board (ETSB) worked together to purchase and implement a County-wide, integrated dispatch, report-writing and records management system; collectively known as DuJIS. The previous system (known as NETRMS) had become both obsolete and costly. The ETSB owns, operates and maintains the new DuJIS system. The City went live on June 18th with DuJIS.

After a yearlong trial period in which eleven officers volunteered to utilize body worn cameras (BWCs), the City purchased body cameras for all remaining officers. Axon, the company that manufactures the body cameras, provided comprehensive training for the officers. This training will ensure adherence to Illinois law regarding BWC usage, enhance transparency and properly safeguard the privacy of people captured on camera; including children, witnesses and bystanders. Beginning on March 8th, all West Chicago police officers were equipped with and utilizing BWCs.

On September 10th, the first session of the West Chicago Police Department Explorer program took place. Twelve participants took part in the program. Law Enforcement Explorers is a hands-on program open to young men and women who have completed the 8th grade, are between the ages of 14 and 20 years of age and are interested in a career in law enforcement or other field related to criminal justice. The program offers participants a personal awareness of the criminal justice system through training, practical exercises and other activities. Additionally, the program promotes personal growth through character development, enhancing problem-solving skills, respect for the rule of law, good citizenship and patriotism.

On September 25th, the West Chicago Citizens' Police Academy met for the first of nine sessions. The Citizens' Police Academy is a program designed to acquaint community residents who are not sworn officers with an insight into police work. The program is open to those who live and/or work in West Chicago. The program consists of nine weekly classes, during which participants learn in a classroom setting followed by the opportunity to employ what they've learned while participating in the role of police officers in hands-on scenarios.

WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT



JUNE 2020

Michael Uplegger, Chief of Police

TABLE OF CONTENTS

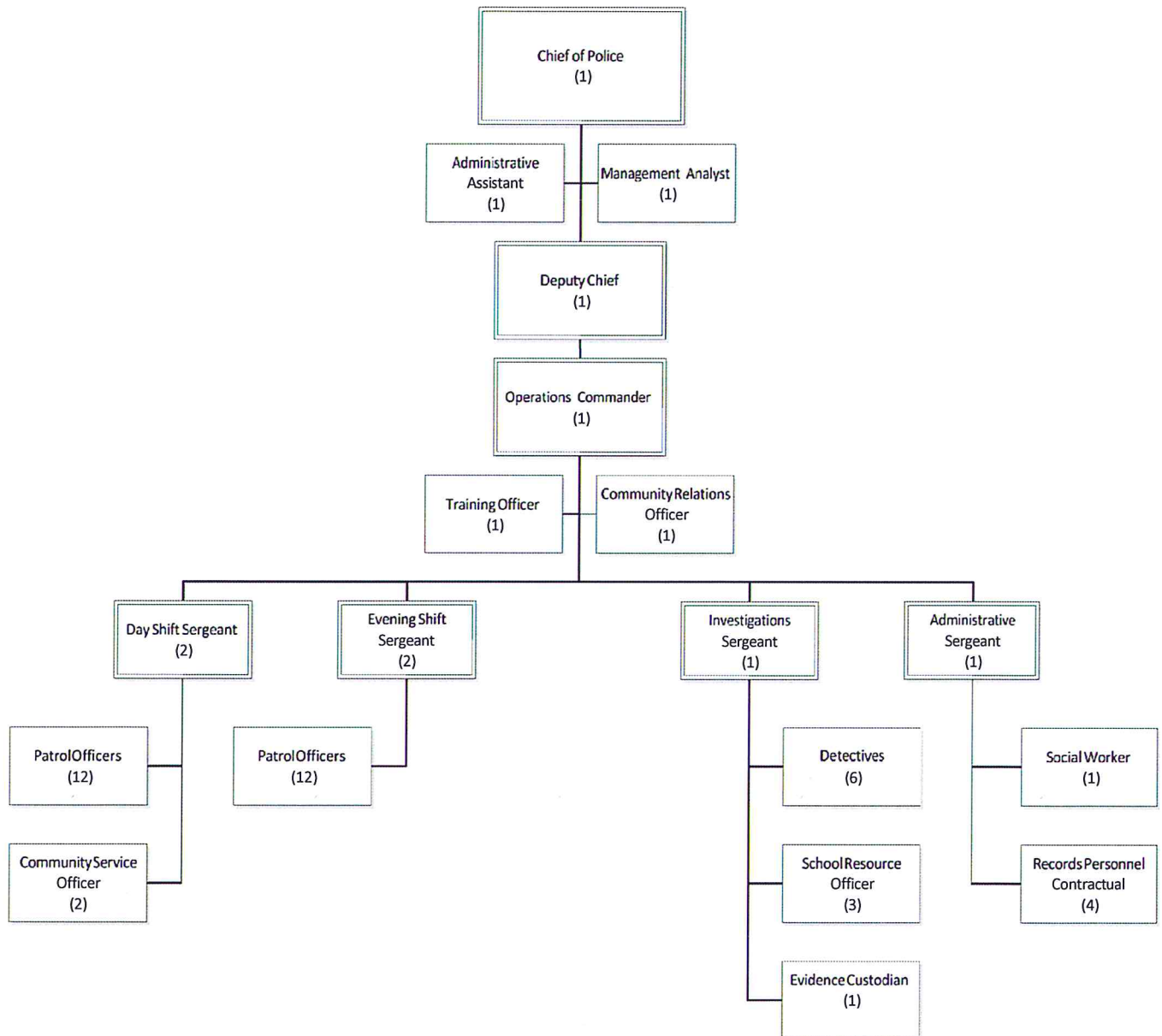
Contents

Organizational Chart.....	3
Department Overview.....	4
Personnel.....	5
Criminal Activities.....	6
Monthly Performance	10
Officer Activities.....	11

Organizational Chart

West Chicago Police Department

January 2020



Department Overview

The Mission of the West Chicago Police Department is to Protect Life and Liberty, Provide Quality Police Services, and Forge Community Partnerships with Integrity and Professionalism.

There are three units in the Police Department: Office of the Chief of Police, Support Services Unit and Operations Unit.

The Office of the Chief of Police's primary responsibility is to provide general management direction and control for the Department. The Office of the Chief of Police consists of the Management Analyst, and the Administrative Assistant.

The Support Services Unit consists of Vehicle and Building Maintenance, Records and Social Services.

The Operations Unit consists of Uniformed Patrol, Training Officer, Community Relations, Investigations, School Resource Officers, Evidence/Property and Community Service Officers.

Personnel

On June 3rd, Jewel-Osco and Rosati's Pizza donated food to the Department. Chief Uplegger, Deputy Chief Shackelford, Commander Cargola and Sergeant Samuel were on hand to accept the donations. The Department appreciates the generosity and support of residents and local businesses.



Criminal Activities

Criminal Damage to Property:

Person(s) unknown damaged a vehicle parked in the 1900 block of Franciscan Way. The passenger side window had been broken by unknown means.

Person(s) unknown damaged a vehicle in the 1200 block of Kings Cir. A portion of the door handles on the passenger and driver's side front doors had been pried off.

Person(s) unknown damaged a vehicle in the 1200 block of Kings Cir. The rear window had been shattered by unknown means.

Person(s) unknown damaged three vehicles in the 1000 block of Barber St. All three vehicles had the driver's side windows broken and one also had the windshield broken. Bricks were found on the floor of one car and on the hood of a second vehicle. A security camera captured the vehicle in which the suspect(s) arrived. The victim later reported that same vehicle drove by his house again, at which time he was able to obtain the license plate number on the vehicle. Investigation is ongoing.

Person(s) unknown damaged a vehicle in the 900 block of N. Neltnor Blvd. The driver's side doors had been "keyed".

Person(s) unknown damaged a vehicle in the 2900 block of Andrus Dr. The driver's side of the car had been painted with orange spray paint.

Criminal Defacement:

Person(s) unknown spray painted gang-related graffiti on the interior walls of the dugout at Pioneer Park located at Lyman St. and Forest Ave.

Person(s) unknown spray painted non-gang related graffiti on the pavement of the Kerr McGee parking lot located near Wood St. and Stimmel St.

Person(s) unknown spray painted non-gang related graffiti on the side of a garage in the 600 block of Joliet St.

Person(s) unknown spray painted non-gang related graffiti on a fence at George St. and Vine St.

Person(s) unknown spray painted non-gang related graffiti on the Stop sign at Lincoln Ave. and Brown St.

Person(s) unknown used a marker to draw non-gang related graffiti on the Speed Limit sign in the alley of the 200 block of W. Blair St.

Person(s) unknown used a marker to draw non-gang related graffiti on the Speed Limit sign in the alley of the 200 block of Ann St.

Monthly Report

Person(s) unknown used an unknown, opaque substance as well as red and white spray paint to write non-gang related graffiti on the asphalt walking path, on a storage shed and three porta potties on the east side Cornerstone Lakes Park, located at 2199 Smith Rd.

Person(s) unknown spray painted gang-related graffiti on a Stop sign at Bishop St. and Augusta Ave.

Fraud:

An unknown person made a purchase at the Jewel-Osco located at 177 E. Roosevelt Rd. using a counterfeit \$100.00 bill. Investigation is ongoing.

An unknown person called the victim claiming to be from the Social Security Administration. The caller stated the victim was suspected of engaging in suspicious activity that could result in her arrest. The suspect advised the victim if she paid a fine of \$4,000.00 via gift cards, the matter would be considered resolved. The victim purchased the gift cards and provided the caller with the redemption numbers.

Person(s) unknown made unauthorized purchases on the victim's store credit cards. A \$3,000.00 charge had been made to the victim's Home Depot card and \$4,000.00 to his Best Buy card. The victim was still in possession of the cards. Investigation is ongoing.

Person(s) unknown made contact with the victim on Facebook. The suspect asked for assistance with having a package clear Customs. The victim wired \$1,850.00 to the accounts provided by the suspect. The victim did not receive a package as the suspect(s) claimed he would. The victim is now receiving text messages and phone calls requesting a payment of the equivalent of \$6,450.00 in Bitcoin currency. Investigation is ongoing.

Person(s) unknown agreed to sell the victim a car through the Offer Up app. The victim provided the suspect with \$2,200.00 in ebay gift cards. The victim never received the vehicle and the suspect stopped replying to messages. Investigation is ongoing.

Theft Under \$500.00:

A known person made \$272.59 in unauthorized charges to the victim's credit card. When questioned by officers, the suspect admitted to making the purchases on the victim's card. The offender was issued a local Ordinance citation for Theft.

Theft of Lost/Mislaid Property:

Person(s) unknown took the victim's \$100.00 bill while at a currency exchange in the 100 block of W. Roosevelt Rd. The victim placed the bill on the counter and then conducted a transaction. After the transaction, the victim checked for the bill and realized it was missing. Investigation is ongoing.

Burglary From Motor Vehicle:

Person(s) unknown entered an unsecured vehicle in the 1600 block of Canterbury Ct. and removed an unknown amount of loose change and a sound amplifier valued at \$180.00.

Person(s) unknown removed a wallet from the victim's unsecured vehicle in the 1800 block of N. Neltnor Blvd. The victim left his wallet in the car with the windows down. A state-issued ID card was in the wallet.

Person(s) unknown entered two unsecured vehicles in the 1600 block of Canterbury Ct. An unknown amount of loose change was removed from one vehicle while nothing is known to have been taken from the victim's second vehicle.

An unknown person entered an unsecured vehicle in the 200 block of E. Stimmel St. and removed the in-dash radio. While investigating a suspicious noise in his yard, the victim encountered the suspect. The suspect fled on foot. The victim briefly gave chase, losing sight of the suspect near Joliet St. Investigation is ongoing.

Person(s) unknown removed a purse containing sunglasses, \$20.00, a driver's license and two debit cards from a vehicle in the 1300 block of W. Hawthorne Ln. While the victim believed she left the vehicle locked, there was no sign of forced entry.

Retail Theft:

A known person took a string trimmer valued at \$99.00 from Menards, located at 220 W. North Ave., without paying. The suspect returned to the store the next day, was confronted by store personnel and admitted to taking the trimmer. The offender was issued a local Ordinance citation for Retail Theft and released on scene.

Criminal Damage to Property/Theft:

Person(s) unknown removed the front license plate from a vehicle in a fenced, secure lot in the 1000 block of Carolina Dr. Access to the lot was made by cutting a hole in a fence.

Battery:

An unknown person grabbed the arm and attempted to choke the victim while the victim was visiting with friends experiencing homelessness under the bridge near the intersection of Main St. and Neltnor Blvd. Victim advised the actions of the offender were in an attempt to take his beer from him.

Aggravated Battery:

A known person struck the victim above the right eye with a pipe wrench in the 800 block of Pine St. The victim was transported to Northwestern Medicine Central DuPage Hospital for treatment of a gash above his eye. Investigation is ongoing.

Monthly Report

Burglary:

Person(s) unknown entered a residence in the 400 block of E. Blair St. and removed two firearms. The victim left the home for two hours and returned to find a 9mm handgun and AR15 rifle missing. Both weapons had been left unsecured in a bedroom. Pry marks were found on the door leading from the basement apartment to the main floor of the residence. Investigation is ongoing.

Monthly Report

Monthly Performance

Activities	Mar 2020	Apr 2020	May 2020	Jun 2020	YTD 2020	YTD 2019	Total 2019
Traffic Stops	319	113	135	98	1,567	4,312	7,565
Traffic Citations	107	65	73	72	631	2,677	4,545
Traffic Warnings	238	38	52	33	955	2,373	4,091
Parking Citations	89	150	49	29	589	1,384	2,301
Traffic Crashes	35	39	46	46	299	398	905
Incident Reports	226	238	198	191	1,233	1,583	3,058

Officer Activities

On June 3rd, Officer Rigler and Detectives Flanigan and Calabrese were dispatched to a burglar alarm at Leman Middle School located at 238 E. Hazel St. Upon arrival, officers discovered a first floor window open on the southwest side of the building. This prompted Sgt. Gaztambide, Officers Berg, Richards and Mielke to respond as well. Prior to officers entering the school, they observed several suspects exit and run from the building. After a short foot pursuit, three suspects were taken into custody, while a fourth eluded police. Interviewed at the Station, two of the suspects advised they were “bored” and walking around town. They noticed an open window at the school, prompting one of the suspects to crawl inside. Once inside, the suspect opened a door to let the others into the school. A pair of two-way radios was taken from an office by one suspect and discarded outside the building while fleeing. Officer Rigler contacted the DuPage County State’s Attorney’s Office, who approved a charge of Burglary against each of the suspects. The three suspects in custody were fingerprinted, photographed and transported to the DuPage County Jail. During the course of the investigation, Officers learned the identity of the fourth suspect. Charges against that individual are pending further investigation.

On June 5th, Officers Rigler, Schoonhoven and Mielke responded to an overdose call in the 100 block of E. Geneva St. The subject was unconscious and suffering agonal breathing. Officers administered a total of three doses of Narcan and performed sternum rubs. The subject regained consciousness prior to the arrival of West Chicago Fire Protection District personnel. The subject refused transport for further medical attention.

On June 5th, Sergeant Gaztambide, Officers Mielke and Rigler, and Detectives Calabrese and Flanigan responded to the parking lot of the Police Station for an intoxicated subject in a vehicle. The subject had broken the windshield of the vehicle and was screaming and acting erratically. The subject’s companion advised she suspected the subject had ingested an unknown narcotic. Officer Rigler administered the subject three doses of Narcan, which calmed his behavior. West Chicago Fire Protection District personnel responded to the scene and transported the subject to Northwestern Medicine Central DuPage Hospital for treatment.

On June 7th, Officers Rigler, Richards and Mielke responded to a call in the 300 block of E. Pomeroy St. of a physical fight between two people; one of the subjects was reported to be in possession of a handgun. Upon arrival two subjects were found to be struggling for possession of a handgun. One of the subjects let go of the handgun, while the other quickly obeyed the officer’s commands to put the gun on the ground. That subject was taken into custody and the firearm was secured. Officers subsequently learned two neighboring families have had ongoing problems. The situation escalated to the point the suspect approached the victim and struck him in the face. A relative of the suspect then began to strike a family member of the victim. The suspect left the scene briefly and returned with the handgun, pointing it at the victim. Security camera footage from the victim’s residence captured the incident. The suspect was arrested and transported to the Station, where he was interviewed. The suspect admitted to fighting with the victim as well retrieving the handgun and pointing it at the victim. The DuPage County State’s Attorney’s Office approved charges of Aggravated Unlawful Use of a Weapon and Battery against the arrestee who was fingerprinted, photographed and transported to the DuPage County Jail.

Monthly Report

On June 10th, Officer Richards and Detectives Flanigan and Calabrese were dispatched to a residence in the 400 block of Colford Ave. for a possible drug overdose. Officers administered a dose of Narcan to the subject and began performing CPR. West Chicago Fire Protection District personnel arrived and administered a second dose of Narcan and the subject regained consciousness. The subject was transported to Northwestern Medicine Central DuPage Hospital. Syringes and four small baggies of white powdery substance were found on scene, seized and taken to the Station. Meanwhile, Detective Calabrese recognized a subject on the scene of this call from the DuPage County Sheriff's Office "Most Wanted" bulletin. The Detectives initiated contact with the subject and attempted to establish her identity. Initially the subject provided an incorrect name and date of birth. Confronted with the option of confirming her identity via a fingerprint inquiry at the Station, the subject admitted she was in fact the wanted person. The arrest warrant was confirmed, at which time she was taken into custody. She was subsequently transported to the DuPage County Jail.

On June 11th, Officer Moore was dispatched to an apartment in the 800 block of Burr Oaks Dr. for a possible drug overdose. Upon arrival the subject was found unconscious on the floor, prompting Officer Moore to administer a dose of Narcan. The individual regained consciousness and admitted to "snorting" heroin. He was transported to Northwestern Medicine Central DuPage Hospital by personnel from the West Chicago Fire Protection District.

On June 18th, Officer Fearon observed a vehicle stopped at the top of the Wilson Ave. bridge. The hazard lights were activated, two tires were on the sidewalk and the vehicle was unoccupied. Officer Fearon then noticed a subject (driver of the stopped vehicle) had climbed the chain link fence on the west side of the bridge and was calling for help. Officer Fearon saw the subject was holding onto the arms of an adult female who apparently had climbed to the other side of the chain link fence. The woman's feet were dangling beneath her at this time, indicating the woman was attempting suicide. Officer Bertany responded to the scene to assist. Officers requested trains to be stopped and paramedics to respond to the scene. The officers and the subject from the stopped vehicle were joined by another passing motorist who stopped to assist. All four were successful in pulling the woman over the top of the fence and back onto the bridge. The woman was transported to Northwestern Medicine Central DuPage Hospital by West Chicago Fire Protection District personnel.

On June 23rd, Detectives Calabrese and Flanigan were patrolling the area of the 200 block of N. Neltner Blvd. when they observed six individuals standing outside of two vehicles. Detectives recognized two of the individuals as documented gang members with one of the two on parole. On approach, one subject was observed holding an open bottle of alcohol. The other individuals were observed holding cups containing the alcohol. Two subjects walked away from the scene. Officers Cummings, Zepeda and Eversole and Sergeant Langelan arrived to assist. Looking in the passenger window of one of the subject's vehicle, a handgun was observed under the front passenger seat. The four subjects were detained and the vehicle containing the handgun was searched. A total of four loaded handguns, drugs and two digital scales were located in the vehicle. Officers searched the second vehicle and found two fully loaded firearm "clips" (a.k.a., magazines) and \$800.00 cash. The four subjects were placed under arrest and transported to the Station. Detectives Peterson, Herbert and Bowers responded to assist with the investigation. Ultimately, the DuPage County State's Attorney's Office approved charges of Possession of a Weapon by a

Monthly Report

Felon, Possession of Over 100 Grams of Cannabis and Armed Violence against one suspect. A second suspect was charged with Possession of a Weapon by a Felon, and Armed Habitual Offender. A third offender was charged with two counts of Aggravated Battery to a Police Officer. The Aggravated Battery to a Police Officer charge was the result of the offender spitting in the face of two officers while at the Station. All three were fingerprinted, photographed and transported to the DuPage County Jail. A fourth suspect was found to be wanted on a warrant out of Carol Stream and was transferred to its custody.