

**2010  
COMMUNITY RESPONSE UNIT  
ANNUAL REPORT**



**Prepared for the Command Staff of the  
Addison Police Department**

**By:  
Sergeant S. Gilhooley  
Sergeant R. Saran  
Clerk M. Heneghan**

## **Community Response Unit**

The Community Response Unit was developed and implemented on a part time basis on May 5, 2010. This unit's primary objective is to monitor and follow up with the landlords and tenants on the Nuisance Abatement program list. This unit will also be responsible to solve problems that arise in the community. This unit will saturate high crime areas, develop confidential informants, and conduct investigations on minor narcotic and gang related crimes.

### **PERSONNEL:**

Commander Steve Ruggiero

Sergeant Sean Gilhooley

Sergeant Doug Olson

Sergeant Roger Saran

Crime Free Multi-Housing Clerk Mary Heneghan

Officer Lawrence Biles

Officer Tyler Bruesewitz

Officer Laurie Felton

Officer Douglas Giertz

Officer Justin Gist

Officer Patrick Glomb

Officer Kevin Kuechler

Officer Daniel McCubbin

Officer Eric Pantoja

Officer Douglas Prafke

Officer Marcus Rivera

The Community Response Unit was given a work space in the Investigation Division area. This will also encourage and facilitate the flow of information between the Patrol Officers, Gang Investigators and the Investigation Unit. They were also given the following reference materials:

- Criminal Law and Procedures Book
- Legal Update by Dale Anderson
- Illinois Vehicle Code
- Loitering Program and List
- Landlord Contact Information
- Overhead Maps
- Village of Addison Housing Manual
- Crime Free Multi-Housing Program Manual
- Patrol Alert / Trak Fliers
- Vehicle Concealment List

They were also given a Canon Power Shot Camera to take photographs of gang members, building issues and any other event.

The officers were given a 9 hour in-house training on May 5, 2010 to prepare them for their new assignment. The training curriculum was as follows:

- Objectives and Responsibilities (Sgt. Gilhooley and Sgt. Saran)
- Crime Free Multi-Housing (Sgt. Olson and Clerk Heneghan)
- Interviewing and Interrogation (Sgt. Gilhooley and Sgt. Goss)
- Policy Review (Sgt. Saran)
- Gang Awareness (Gang Inv. Bjes)
- Drug Interdiction and Concealed Compartments (Gang Inv. Gonzalez)
- Case Law Updates and Court Room Testimony (ASA Knight)

Officers were advised to meet with Sgt. Gilhooley and Sgt. Saran in reference scheduling them for NEMRT classes. Officers attended numerous NEMRT training classes throughout the year.

The following training matrix was established for all CRU Officers to complete within 18 months.

40 Hour Gang Enforcement Skills Program	NEMRT	40 Hours
40 Hour Basic Narcotic Investigator	NEMRT	40 Hours
Making Great Community Presentations	NEMRT	8 Hours
How Code Enforcement Can Help Police Operations	SLEA	8 Hours
Addison Crime Free Multi-Housing Program	In-House	8 Hours
	TOTAL	<hr/> 104 Hours

## **Community Response Unit Policy**

Sergeant Gilhooley and Sergeant Saran completed a policy for the Community Response Unit. The following is the CRU Policy:

### **41.2.30 COMMUNITY RESPONSE UNIT (CRU)**

#### **A. PURPOSE:**

The purpose of this policy is to establish policy and guidelines for the operation and use of the Community Response Unit.

#### **B. ORGANIZATION:**

The Department maintains an organized Community Response Unit (CRU).

1. The unit supervisor will be designated by the Chief of Police and will be responsible for all of the unit's activities including personnel selection, maintenance of records relating to unit activity, development of operational plans and approval of scheduling. The unit supervisor or his designee will be responsible for reporting, via the chain of command, to the Chief of Police on the unit's activities and status.
2. Patrol Officers assigned to the CRU will report to their respective Shift Supervisors while working during their normally scheduled shift. CRU officers who have been scheduled for CRU Special Assignments will be supervised by a designated CRU Supervisor.

#### **C. OBJECTIVES AND RESPONSIBILITIES:**

Community Response Unit objectives and responsibilities are as follows:

1. Conduct foot patrols in high crime areas.
2. Monitor and assist the Nuisance Abatement Program and the Crime Free Multi-Housing Program.
3. Work with Community Development and address Nuisance and "quality of life" issues.
4. Engage in frequent citizen contact to establish cooperative relationships between the police department and the community.
5. Engage in proactive law enforcement activities to resolve community problems related to criminal activities.

6. Other activities and duties as assigned.

**D. UNIFORMS AND EQUIPMENT:**

Uniforms and equipment for the Community Response Unit shall be as follows:

1. Community Response Unit Officers will wear their department issued Addison Police Department uniform. Depending on the type of assignment, the supervisor may authorize personnel to wear plain clothes, which would consist of their duty belt and a shirt that identifies them as police officers.
2. Ballistic vests shall be worn at all times.

**E. TRAINING:**

Training for the Community Response Unit will consist of the following:

1. Community Response Unit Officers will attend an in-house training conducted by Addison Police Personnel.
2. Officers will attend classes that are on the training matrix for Community Response Officers.
3. Training records will be maintained by the Records Management Section.

**F. OPERATIONS:**

1. Community Response Unit Officers primary duty is to their assigned shift. Their Shift Commander/Sergeant will allow them to work on CRU related issues as time allows, (similar to working on a follow-up investigation) during their shift. CRU Officers will also be assigned to special assignments by the CRU supervisors, at which time the CRU officers will receive direction from the CRU supervisor. The CRU supervisor is responsible for the supervision of the unit as a whole.
2. Community Response Unit Officers will complete a Community Response Unit Activity Log and will submit it to their CRU supervisor prior to ending their tour of duty.
3. When the primary function is criminal enforcement in high crime areas, two officer units are mandatory.

## **The Following goals and objectives have been set for 2011:**

1. Have a minimal of 2 officers cross-trained in Code Enforcement.
2. Have CRU personnel teach the Crime Free Multi-Housing Classes.
3. Have CRU Officers take classes in the CRU Matrix.
4. Continue in-house training for CRU Officers.
5. Have CRU Officers conduct additional foot patrols in designated DDACT areas.
6. Continue to have a good working relationship with all Departments within the Village.
7. To become more involved in the Landlord/Tenant Commission.
8. Work with landlords to help them complete phases II and III in the Crime Free Multi-Housing Program.
9. Improve the quality of life for all residents of the Village of Addison.

## **Arrests Made:**

**5/7-** 1 DWLS arrest, 1 IVC and a cannabis arrest on College Blvd (AD10009479).

**5/9-** 1 Controlled Substance Arrest (Heroin) and Drug Paraphernalia arrest on the 800 block of College Blvd (AD10009580).

**5/10-** 1 misdemeanor arrest for cannabis and one for assault on College Blvd (AD10009631).

**5/12-** 3 warrant arrests. Members also assisted the Criminal Investigations Division with a surveillance on a suspect who was operating 2 cannabis grow houses within Addison's jurisdiction (AD1007295).

**5/15-** 2 VOA arrests for consumption of alcohol by a minor. 1 DUI and endangering the life of a child arrest. 2 IVC's and 4 gang contact cards including photographs of the gang members. (AD10010134), (AD10010141), (AD10010137).

**5/18-** 1 VOA for possession of cannabis. 1 IVC and 11 gang contact cards including photographs of the gang members. (AD10010335) (AD10010356).

**5/20/10** - 3 warrant arrests. 1 misdemeanor arrest for trespassing and a trespass warning citation written to the suspect for the 900 block of College Blvd. 3 additional gang contact cards were complete along with another trespass warning citation for College Blvd (AD10010600), (AD10010621), (AD10010617).

**5/20/10** - Trespass warning citation issued to a juvenile in the 500 block N. Lincoln, 3 gang contact cards were completed and a surveillance was conducted in the 300 block W. Fullerton (written watch) in which no criminal activity was observed. Officers also patrolled various parks in town.

**5/27/10** - One VOA arrest was made at 400 block of Green Oaks Ct. for Unlawful Possession of Drug Paraphernalia. It should be noted there was an extra watch at this location for drug activity. 3 gang contact cards were completed. 2/12 hours of foot patrol was conducted at College Blvd in which no criminal activity was observed (AD10011372).

**5/28/10** - Nine individuals were arrested for VOA underage drinking at 900 block of Babcock (AD10011477, arrest not in May report).

**5/30/10** - One traffic arrest for no valid, 1 IVC ticket (AD10011632, arrest not in May report).

**6/1/10** - One VOA arrest for battery at 841 College (AD10011787). One FTA warrant arrest (AD10011733).

**6/4/10** - Officer Prafke along with Wood Dale K-9 conducted a K-9 sweep at the Howard Johnson, 600 E. Lake Street. The search netted three VOA arrests for narcotics (AD10012047). Officer McCubbin made a narcotic arrest for possession of cannabis and drug paraphernalia at an apartment on Lincoln Ave. (AD10012033).

**6/6/10** - One VOA arrest for possession of cannabis at 300 block of Dale (AD10012128). One gang card was completed in reference the same incident.

**6/7/10** - One IVC ticket and six gang cards were completed (AD10012266).

**6/9/10** - One traffic arrest for DUI and 2 IVC's were written (AD10012426).

**6/16/10** - Members from the CRU Unit, Investigation's Division, and Traffic Unit saturated the Hale/Dale area in an attempt to suppress crime in the area. The results were the following: three IVC citations, three warning citations, one traffic arrest, one drug paraphernalia arrest, a self initiated gang graffiti report at 150 S. Church St., eight gang contact cards completed, five trespass warning citations issued to gang members banning them from all Addison Parks for one year (AD10012993, AD10013008).

**6/20/10** - One VOA arrest for possession of cannabis to the rear of Howard Johnson, 600 E. Lake Street (AD10013382).

**6/21/10**- One traffic arrest for no valid D.L. (AD10013453). Six IVC citations (AD10013433, AD10013440, AD10013444).

**7/2/10**- Two warrant arrests made on College Blvd (AD10002497). 2 IVC tickets and 2 gang contact cards completed.

**7/9/10**- One arrest made for Unlawful Possession of a Controlled Substance (cocaine) made in the Michael Lane area (AD10015018). One VOA arrest for criminal trespassing and one warrant arrest from the Michael Lane area (AD10014997). Three gang contact cards were completed (AD10014997). One arrest for Unlawful Possession of a Controlled Substance (cocaine) made at 312 Lincoln Ct. (AD10014945).

**7/12/10**- Two warrant arrests at 1140 National.

**7/14/10**- One Unlawful Possession of Cannabis arrest made from the area of Denise Ct. and Macie Ct. (AD10015424). The offender in this case signed up to be a confidential informant and agreed to make controlled buys from drug dealers within Addison's jurisdiction.

**7/16/10**- One IVC citation written (AD10015552). Extra patrol at Dave and Busters for over 500 cars in the parking lot attending a car show. Assisted patrol with an attempted burglary at Smokes for Less, 396 W. Lake St. One offender was arrested.

**7/22/10**- On July 14<sup>th</sup>, 2010, Officer Felton and Officer Pantoja arrested a subject for possessing a minor amount of cannabis while they were on foot patrol in the area of Macie Ct. and Denise Ct. Both Officers conducted an interview with the suspect who provided information on a drug dealer that resides in the 800 block of S. Addison Road. This information was relayed to Gang Investigator Gonzalez. Three controlled buys of narcotics were made. A search warrant was then obtained for the target residence. On July 22<sup>nd</sup>, 2010, the search warrant was executed. The following items were seized: 1,073 grams of cannabis, 38 grams of cocaine, a .25 caliber semi-automatic handgun (loaded), .38 caliber ammunition, drug paraphernalia, jewelry suspected to be purchased by drug proceeds and \$900.00 in United States Currency including part of the official advanced funds that were used during the controlled buys. The suspect was charged with multiple felonies and is currently incarcerated at the DuPage County Jail.

**8/1/10**- One misdemeanor arrest for possession of stolen property and one gang contact card completed (AD10016048).

**8/5/10**- Two warrant arrests at the parking lot of AntiPasto (AD10017151).

**8/11/10**- Two subjects were arrested for Unlawful Possession of Cannabis and Unlawful Possession of Drug Paraphernalia at 800 block of N. Swift Rd. (AD10017696). One IVC citation was written (AD1017330).

**8/13/10**- The CRU Unit assisted by the Investigation Division began a drug investigation in July in the 300 block of Normandy, which was a from a neighbor complaint. A series of garbage pulls were completed and a search warrant for the residence was obtained. The search warrant was executed without incident. Cannabis was located at the residence and two individuals were arrested for unlawful possession of cannabis (AD10014095). During the search warrant officers observed a small outdoor cannabis grow operation at 300 block of Normandy. A consent search was obtained and 11 cannabis plants were recovered. This investigation is on-going (AD10017866).

**8/20/10**- One VOA arrest for Unlawful Possession of Drug Paraphernalia (AD10018483).

**9-7-10**- A stolen bicycle was recovered at 601 W. Lake St. CRU Officers identified a possible suspect. Officer Bruesewitz issued a warrant for theft for the suspect (AD10019862).

**9-24-10**- One VOA and one warrant arrest made at 110 S. Lincoln Ave. (AD10021259).

**9-26-10**- One traffic arrest, 2 felony arrests for UPCS (cocaine) and 3 IVC tickets from a traffic stop on Lake St/JFK Dr. (AD100021343).

**9-27-10**- One warrant arrest for Unlawful Possession of Controlled Substance (AD10014226).

**9-29-10**- CRU Officers assisted the Gang/Tac Unit with a graffiti surveillance at 246 W. Lake St. During the surveillance, Officer Glomb observed a drug deal take place. The subject was arrested for UPCS and had 3 outstanding warrants.

**9-30-10**- CRU Officers along with members of the Investigations Division executed a Search warrant in the 100 block of S. Iowa after a month long investigation. Officers located cocaine, cannabis and a firearm. Two suspects were charged (AD10016981).

**10-1-10**- CRU Officers made a VOA cannabis arrest at the Howard Johnson (AD10021784). CRU Officers issued a compliance ticket for loud noise at the Howard Johnson (AD10021785).

**10/6/10**- One individual arrested for Unlawful Possession of Cannabis in the Hale/Dale area (AD10022087).

**10/9/10**- CRU members assisted the Detective Division with an in-custody "rip" for 2.5 ounces of cocaine (AD10022175).

**10/10/10**- One arrest for Unlawful Possession of a Controlled Substance (cocaine) at 32 Elizabeth (AD10022379).

**10/13/10**- One warrant arrest at 607 Meadows Blvd (AD10021867). One IVC citation written (AD10022645).

**10/14/10**- Two traffic arrests for DWLR (AD10022772 and AD10022779). Seven IVC citations written (AD10022772, AD10022779, AD10022768, AD10022783).

**12/3/10**- A registered sex offender was arrested for disorderly conduct for knocking on a door in the 600 block of Briar hill with his pants down and while intoxicated (AD10026391). An individual was arrested for an FTA warrant, DWLS and 2 IVCs after a traffic stop was conducted while he was leaving the Addison Motel (AD10026383).

**12/14/10**- An individual was arrested for two counts of domestic battery and resisting arrest in the 200 block of E. lake St. A Crime Free Multi-Housing Contact Card was completed due to the offender renting at that location (AD10026973).

### **P.O.P. Projects:**

Community Response Officers completed the following P.O.P Projects:

- **Biles**: Officer Biles is working on a campaign to have residents register their bicycles in the Village of Addison. He is also working on a project addressing K-2, which is the synthetic version of cannabis.
- **Bruesewitz**: Officer Bruesewitz worked on establishing a ban list for College Boulevard. He is also working on establishing a ban list for the Indian Trail Apartment Complex.
- **Felton**: Officer Felton executed a search warrant at 891 S. Addison Road. The search yielded USC, heroin and a firearm.
- **Giertz**: Officer Giertz worked on a project to have Lutherbrook number all of their doors, making it easier for officers to locate rooms while responding to calls.
- **Gist**: Officer Gist completed a project for the Salt Creek Bike Path. He completed a detailed map for officers, which included access routes for squad cars.
- **Glomb**: Officer Glomb executed a search warrant at 136 E. Normandy. Two suspects were arrested and cannabis was located.
- **Kuechler**: Officer Kuechler addressed the issue of drug dealing taking place at 455 Green Oaks Court. Surveillance was set up and a drug arrest was made.
- **Pantoja**: Officer Pantoja and Clerk Heneghan updated the department's Loitering Program database which was outdated. In conjunction with this, a mailing was sent out to all owners of multiple unit rental property explaining the newly formed Community Response Unit and asking them to sign up for both the Loitering Program and the Graffiti Removal Program. Over 80 properties on the Loitering Program were updated with current information, **75 new properties** were added to the Loitering Program, and **22 new properties** were added to the Graffiti Removal Program based on these efforts. Clerk Heneghan is responsible for keeping the Loitering Program database updated and available on the Forms Drive.

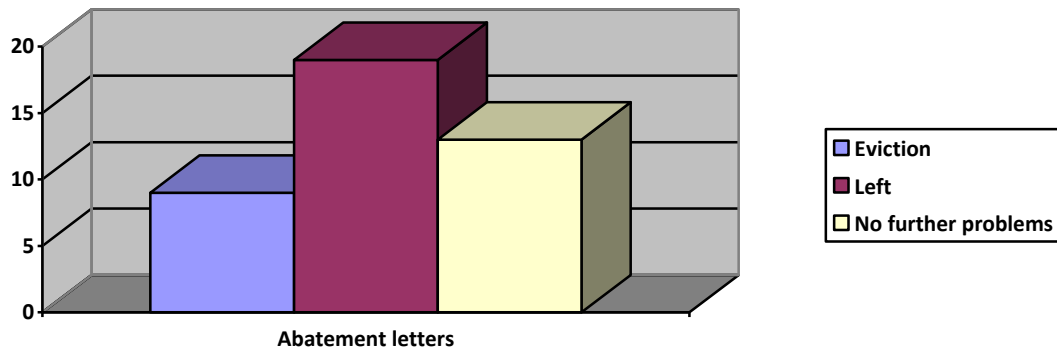
- **Prafke:** Officer Prafke completed several searches utilizing a K-9 at the Howard Johnson Hotel. 3 drug arrests were made. He also worked on getting the trespass warning tickets put on the Forms Drive. Clerk Heneghan took over the maintenance of these trespass warnings, and she is responsible for adding all of the new tickets issued and deleting the expired tickets. She continually updates this spreadsheet on the Forms Drive.
- **Rivera:** Officer Rivera worked on contacting landlords and advising them if their property did not have an address that was visible from the street. 51 Service Requests were completed and followed up on with Community Development to ensure compliance.
- **Saran:** Sgt. Saran had all 3 CSO's address the abandoned autos within the Village. In one week 180 citations were written and 18 vehicles were towed. This project is on-going.

### **Crime Free Multi-Housing**

Clerk Heneghan updated the **Nuisance Abatement** letter that is issued to landlords stating they (Landlord) have 2 weeks to advise the Police Department of an action plan to abate the nuisance. The letter also states that an officer will be in contact with them reference the nuisance. Officers began following up with all of the owners that received a letter explaining the ordinance and the ramifications of receiving additional letters.

An Excel Spread Sheet was developed for the officers in reference the Nuisance Abatement Program. This excel spreadsheet is used by the unit to document and keep track of follow up information on letters that are sent to landlords reference problem tenants.

A total of 34 Nuisance Abatement letters were sent out in 2010, and **47 letters** were followed up on by CRU officers. Over 68% of the problem tenants were either evicted, are in the process of being evicted, or left voluntarily. At those properties where the problem tenant did not leave, we have had no further nuisance incidents. (See attached chart)



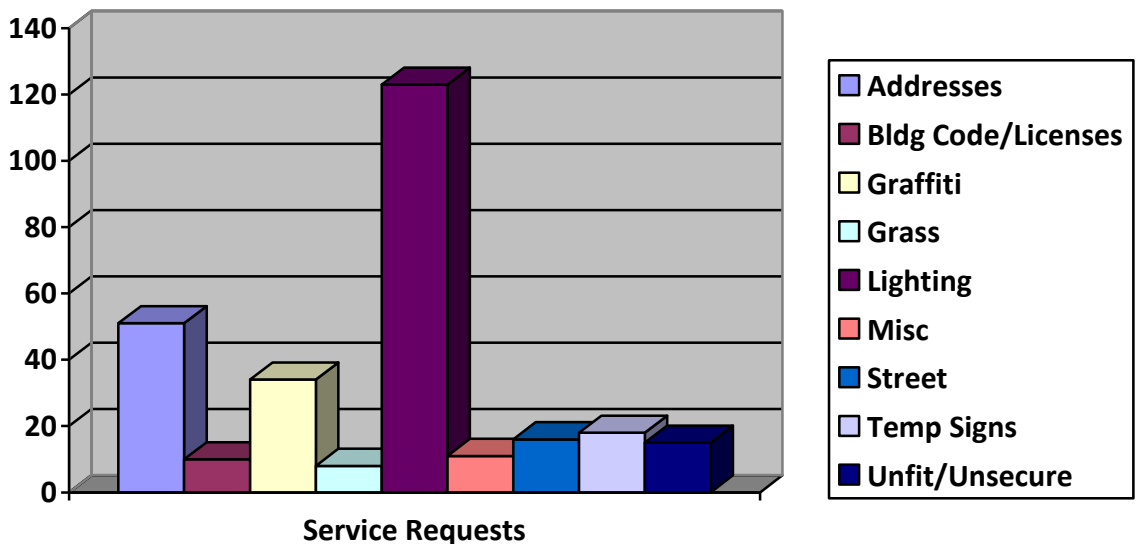
**238 Contact Card notifications** were sent to rental property owners throughout the year. The concept of this card was suggested by the rental property owners in one of the Crime Free classes. Owners wanted to be notified whenever the police responded to any type of police activity at their rental properties so that they could be kept up to date and discuss any problems with their tenants if necessary. Officers fill these cards out for any type of incident at a rental property.

There were **8 Crime Free Multi-Housing classes** held in 2010. Seven of these classes were taught by an outside instructor, and one class was taught by Clerk Heneghan. **52** multiple-unit owners were trained in the program during the year.

Clerk Heneghan attends monthly **Tenant Landlord Commission meetings** to take minutes and assist with any questions that arise regarding the Crime Free Program. A CRU Sergeant or Deputy Chief also attends to assist with any police-related issues that are addressed.

### **Service Requests**

Clerk Heneghan began tracking all of the service requests that the Police Department forwards to other village departments. She also created a new form to be used, that can be printed in-house. Along with these requests, this unit began meeting regularly with Community Development to discuss the status on many of these requests and to work with them to develop better ways to handle any issues. This has helped to establish a better working relationship between the Police Department and Community Development. (See attached chart)



## **Vacant Properties**

The Community Response Unit has been working with patrol and the Finance Department to identify vacant properties which have building code violations, are unsecured or are receiving complaints from neighbors. We are identifying the owners of these properties by using Property Reports and Check Illinois foreclosure information. We also take photographs of the property and its code violations. Clerk Heneghan began keeping track of all of the vacant properties and updating the list monthly based on information from patrol and Finance. Current properties on the list are also re-evaluated each month. Initially, there were 32 properties placed on this vacant property watch list; there are currently 16 properties on the watch list. This information was placed on the Forms Drive.

## **Abandoned Vehicles**

This unit began addressing the issue of abandoned vehicles throughout town, which can create a negative image of the Village. This was noted to be a problem at the 600 block of South Addison Road (8 vehicles tagged and removed), 1130 Republic (15 abandoned vehicles observed), the Westwood Avenue area (33 abandoned vehicles observed), and 605 N. Swift Road (15 abandoned vehicles observed). With the assistance of the CSO's, this unit was able to address this issue and begin to clean up these particular areas. This project is on-going.

## **Landlord / Tenant Issues**

This unit handled numerous quality of life issues throughout the year brought to our attention by landlords and/or tenants. This unit created a follow up letter to be sent to these landlords/tenants to advise them of how their issue would be addressed and to provide them with the name of a specific CRU officer or Sergeant that they can contact directly. This unit worked closely with the owners and/or tenants with specific issues at:

- 37 Marilyn
- 525 Michigan Court
- 1267 W. Lake Street
- 204 Michael Lane
- 845-847 College Boulevard
- 900 block of College Boulevard
- 155 Ruga Court
- 35 May Street
- 509-513 Green Oaks Court
- 607 N. Lincoln
- 120 S. Lincoln
- 141 S. Villa
- 113 Rozanne

## **Other Meetings**

This unit is working with various Village departments along with Patrick Engineering to institute a Village-wide Service Request tracking system. This project is on-going.

This unit is also working closely with Crime Prevention on Phases II and III of the Crime Free Multi-Housing program in order to facilitate the full certification of more properties in this program.

This unit attended monthly gang meetings, Crime Prevention Park meetings, Neighborhood Watch meetings, and events at Lutherbrook throughout the year. Officers also volunteered at numerous functions during the year. These activities will continue in 2011.