

**2018
COMMUNITY RESPONSE UNIT
ANNUAL REPORT**



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

**Prepared by:
Crime Free Multi-Housing Assistant A. Lieberenz**

**Submitted by:
Sgt. Dennis Kotlinski**

Community Response Unit

The Community Response Unit aggressively combats crime by conducting extra patrols in the high crime areas and by utilizing the Nuisance Abatement Program to rid the Village of criminals. The Unit works closely with the Community Development Department on safety-related Code violations and other quality-of-life issues.

The Community Response Unit officer and Crime Free Multi-Housing Assistant also teach the 8-hour Crime Free Multi-Housing class approximately four times per year. This mandatory program provides property owners with many valuable resources regarding tenant screening, premise liability, evictions, and recognizing gang and drug activity.

PERSONNEL

The Community Response Unit is supervised by:

Deputy Chief Goss
Sergeant Kotlinski

The following officers are assigned to the Community Response Unit:

Officer Chiappetta
Community Service Officer Gilpin

The Community Response Unit is assisted by:

Crime Free Multi-Housing Assistant Lieberenz

CRIME FREE MULTI-HOUSING

A total of **12** Nuisance Abatement letters were sent out in 2018 and were followed up on by the Community Response Unit Officer. At the majority of the properties, 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, the Unit had no further nuisance incidents.

177 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 they could be kept up to date and discuss any problems with their tenant, if necessary. Officers fill these cards out for any type of

incident at a rental property. All calls for service are checked daily as well, and rental property owners are notified if police were called to their rental properties.

There were **four** Crime Free Multi-Housing classes held in 2018, with a total of **75** landlords in attendance. The classes were taught by Officer Chiappetta, Officer Oskroba, and Crime Free Multi-Housing Assistant Lieberenz.

One rental property successfully completed all three phases of the Crime Free Multi-Housing program this year.

Six rental properties successfully recertified in the Crime Prevention Through Environmental Design (C.P.T.E.D.) program.

Crime Free Multi-Housing Assistant Lieberenz attends Tenant and Landlord Commission meetings to take minutes and assist with any questions that arise regarding the Crime Free Multi-Housing Program. Deputy Chief Goss, Sergeant Kotlinski, and Officer Chiappetta also attend to assist with any police-related issues that need to be addressed.

SERVICE REQUESTS

Crime Free Multi-Housing Assistant Lieberenz tracks all of the service requests that the Police Department forwards to other Village departments. **66** service request forms were forwarded to other Village departments. The Unit meets regularly with Community Development personnel to discuss the status of 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 the Community Development Department.

QUALITY-OF-LIFE ISSUES

The Community Response Unit Sergeant, Officer and Assistant meet with Community Development Department personnel periodically to discuss service requests and quality-of-life issues within the Village.

The Community Response Unit follows up with full enforcement, including court, on the following Code violations:

- Abandoned Vehicles
- Garbage
- House Numbering

- Lighting in Parking Lots
- Locks on Doors
- Parking on Unimproved Surfaces
- Rubbish/Exterior Storage
- Tall Grass/Tall Weeds

The Community Response Unit Officers check the Community Development Department's database (the Dashboard) to see if Community Development already has a service request open. If not, the officer leaves a pre-printed letter at the address, advising the owner of the violation and that the officer will be back in fourteen (14) days to make sure they are in compliance. The officer also documents the violation by taking a picture. If after fourteen (14) days the officer notices the residence is not in compliance, the owner will be issued an Administrative Adjudication citation. This year, the Community Response Unit handled **387** Code violations. There were **81** Administrative Adjudication citations written, which generated **\$15,700.00** in fines.

PROJECTS

Apartment Complex Lighting Project: The Community Response Unit Officer and CSOs check apartment complexes in the high crime areas for lights that are not working. Crime Free Multi-Housing Assistant Lieberenz sends a letter to landlords who have lighting issues on their property. A total of **27** letters were sent out during 2018. There is a noticeable difference in the multi-housing areas within the Village during the night-time hours -- the areas are now extremely lit up. This should help to reduce crime and keep unwanted subjects from loitering in the areas.

CRU Safety Tip of the Month: Every month, the Community Response Unit puts out a new safety tip that is posted on Addison Community Television, the Police Department's website, Facebook, and Twitter.

Loitering Program: **Twenty-Six** property owners signed up for the Loitering Program in 2018, bringing the total number of property owners in the Loitering Program to **574**. **One Hundred Forty** Trespass warning tickets were issued in 2018.

Street Light Outage: The Public Works Department asked for the Unit's assistance in identifying street lights that are out. With the Unit's assistance, the street lights can be repaired more quickly. This effort will assist in reducing crime in those areas. In 2018, **36** street lights were reported out to the Public Works Department.

Vacant Residential Properties: The Community Response Unit has been working with the Field Services Division and the Finance Department to identify vacant residential properties which have Building Code violations, are unsecured or are receiving complaints from neighbors. The Unit identifies the owners of these properties by using Property Reports and Check Illinois foreclosure information. Approximately **178** vacant residential properties were checked by the Community Response Unit four times in 2018.

Photographs are taken of properties with Code violations. Crime Free Multi-Housing Assistant Lieberenz keeps track of the vacant properties and updates the list monthly based on information from the Field Services Division and the Finance Department. Current properties on the list are re-evaluated each month.

OTHER MEETINGS AND EVENTS

Community Response Unit personnel meet with Community Development personnel when needed to discuss quality-of-life issues within the Village. The Community Response Unit meets with the property management of College Park Apartments and Indian Trail Apartments periodically to discuss Nuisance Abatement Letters and any issues they may be having. The Community Response Unit volunteers at numerous functions with the Addison Fire Department, Addison Park District, School District 4, AAA Chicago, and other organizations during the year. Activities and functions attended in 2018 are as follows:

On 01/10/18, Officer Chiappetta provided security for the Village's monthly Administrative Adjudication court hearings.

On 01/16/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the monthly night Administrative Adjudication court hearing.

On 01/16/18, Director Hayden, Deputy Chief Goss, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz attended a meeting with the Crime Free Multi-Housing Certified Northgate Community's onsite manager for a tour of the completed renovation to their property.

On 01/29/18, Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz assisted with the grand opening of the new Addison Consolidated Dispatch Center.

On 02/01/18, Officer Chiappetta, along with the other Color Guard members, presented the "Colors" at the Veteran Vietnam ceremony held in the Board room.

On 02/07/18 and 02/08/18, Officer Chiappetta assisted the Traffic Safety Unit with a special detail for vehicles passing school buses as they picked up/dropped off children.

On 02/12/18, Crime Free Multi-Housing Assistant Lieberenz assisted the Illinois Department of Transportation at their booth during the Chicago Auto Show.

On 02/14/18, Officer Chiappetta provided security for the monthly Community Development's Administrative Adjudication court hearing.

On 02/16/18, Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz participated in the “Kindness Tunnel” at Indian Trail Junior High School.

On 02/17/18, Officer Chiappetta participated in Chicago Police Department Commander Bauer’s funeral in Chicago.

On 02/20/18, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 02/22/18, Officer Chiappetta participated with a Rapid Response drill held with one of the local businesses in town.

On 03/07/18, Officer Chiappetta participated with the Department’s annual Chili Cook-Off.

On 03/08/18, 03/15/18, and 03/22/18, Officer Chiappetta conducted the Department’s annual Armorer’s Glock inspections.

On 03/14/18, Crime Free Multi-Housing Assistant Lieberenz attended the monthly Tenant/Landlord meeting.

On 03/14/18, Deputy Chief Goss, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz attended the St. John’s Association meeting held at the Addison Library.

On 03/14/18, Officer Chiappetta provided security for the monthly Community Development’s Administrative Adjudication court hearing.

On 03/15/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz participated in “Addison Safety Night” at Addison Trail High School.

On 03/19/18, Officer Chiappetta assisted the Traffic Safety Unit with a seat belt grant.

On 03/20/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 04/04/18, Officer Chiappetta assisted with the Department’s annual duty rifle cleaning/inspections.

On 04/09/18, Sergeant Kotlinski and Crime Free Multi-Housing Assistant Lieberenz met with the CALEA Assessment Team to discuss the duties and Departmental responsibilities of the Community Response Unit and the Crime Free Multi-Housing Program.

On 04/10/18, Officer Chiappetta assisted with escorting one of the CALEA assessors during the Department’s re-certification.

On 04/11/18, Officer Chiappetta provided security for the monthly Community Development's Administrative Adjudication court hearing.

On 04/14/18, Officer Chiappetta, Officer Oskroba, and Crime Free Multi-Housing Assistant Lieberenz held a Crime Free Multi-Housing class for new and current landlords/property owners.

On 04/17/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 05/05/18, Sergeant Kotlinski, Crime Free Multi-Housing Assistant Lieberenz and Officer Chiappetta assisted with the annual Color Run.

On 05/15/18, Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 05/17/18, Officer Chiappetta, along with the other Color Guard members, presented the American flag for the Police Memorial event at the Village Hall.

On 05/21/18 and 05/23/18, Officer Chiappetta assisted the Traffic Safety Unit with a seat belt grant.

On 05/28/18, Sergeant Kotlinski and Officer Chiappetta assisted with the annual Memorial March.

On 06/13/18, Officer Chiappetta provided security for the Community Development Administrative Adjudication court hearing.

On 06/19/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 06/20/18, Officer Chiappetta assisted with chaperoning the children of the Henry Hyde Resource Center while at the Lincoln Park Zoo.

On 06/21/18, 06/27/18, and 06/28/18, Officer Chiappetta assisted the Traffic Safety Unit with directed patrol traffic enforcement detail.

On 06/07/18, 06/14/18, and 06/28/18, Officer Chiappetta worked the Rock N' Wheels events.

On 06/26/18, Officer Chiappetta was one of the firearms instructors for the Department's annual outdoor shoot.

On 07/02/18, Officer Chiappetta assisted the Traffic Safety Unit with a seat belt grant.

On 07/05/18 and 07/12/18, Officer Chiappetta worked the Rock N' Wheels events.

On 07/11/18, Officer Chiappetta provided security for the Community Development Administrative Adjudication court hearing.

On 07/11/18, 07/12/18, 07/18/18 and 07/19/18, Officer Chiappetta assisted the Traffic Safety Unit with a directed patrol traffic enforcement detail.

On 07/17/18, Officer Chiappetta assisted in the Department's annual Rapid Response class as an instructor at Addison Trail High School.

On 07/17/18, Crime Free Multi-Housing Assistant Lieberenz attended the Community Response Unit Administrative Adjudication court hearing.

On 08/04/18, Sergeant Kotlinski and Crime Free Multi-Housing Assistant Lieberenz assisted with the Addison Park District's "Touch a Truck" event.

On 08/07/18, Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz assisted with the National Night Out event.

On 08/08/18, Officer Chiappetta provided security for the Community Development Administrative Adjudication court hearing.

On 08/09/18, Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz participated in the "End of Summer Bash" celebration for the children at the Henry Hyde Resource Center.

On 08/15/18, 08/16/18, 08/21/18, 08/22/18, and 08/23/18, Officer Chiappetta assisted the Traffic Safety Unit with the beginning of the school year detail at Addison Trail High School and Indian Trail Junior High School.

On 08/12/18, Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz assisted with the Department's police recruit test.

On 08/16/18, 08/23/18, and 8/30/18, Officer Chiappetta worked the Rock N' Wheels events.

On 08/21/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the monthly Administrative Adjudication Court Hearing.

On 08/26/18, Officer Chiappetta worked the Addison Bicentennial Parade event.

On 09/04/18, Officer Chiappetta completed a safety analysis and recertified the property at 14 N Church. The property is again a fully certified CPTED property.

On 09/05/18, Officer Chiappetta participated with “Operation Secure Our Future” at Stone School.

On 09/12/18, Officer Chiappetta provided security for the Community Development Administrative Adjudication court hearing.

On 09/18/18, Crime Free Multi-Housing Assistant Lieberenz attended the monthly Administrative Adjudication court hearing.

On 10/04/18, Officer Chiappetta attended curriculum night at the Early Learning Center.

On 10/10/18, Officer Chiappetta provided security for the Community Development Administrative Adjudication court hearing.

On 10/10/18, Deputy Chief Goss, Sergeant Kotlinski, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the Tenant Landlord meeting with Community Development.

On 10/10/18, Officer Chiappetta assisted with the Village’s annual “Fall Fest.”

On 10/10/18, 10/11/18, 10/17/18, 10/18/18, 10/22/18, and 10/23/18, Officer Chiappetta assisted the Traffic Safety Unit with special traffic details for distracted driving.

On 10/15/18 and 10/16/18, Officer Chiappetta conducted “seat belt” counts for District 4 schools.

On 10/16/18, Crime Free Multi-Housing Assistant Lieberenz attended the monthly Administrative Adjudication court hearing.

On 10/29/18, Officer Chiappetta assisted the Traffic Safety Unit with a seat belt grant.

On 10/30/17, Sergeant Kotlinski, Crime Free Multi-Housing Assistant Lieberenz, CSOs and the Traffic Safety Unit participated with AAA at Lake Park School for the “Halloween Give Away.”

On 10/30/18, Sergeant Kotlinski, Crime Free Multi-Housing Assistant Lieberenz, CSOs and the Traffic Safety Unit participated in School District 4’s “Trunk Or Treat” event.

On 11/17/18, Sergeant Kotlinski and Crime Free Multi-Housing Assistant Lieberenz assisted with the annual Turkey Trot 5K run.

On 11/20/18, Crime Free Multi-Housing Assistant Lieberenz attended the monthly Administrative Adjudication court hearing.

On 12/12/18, Officer Chiappetta provided security for Community Development’s monthly Administrative Adjudication court hearing.

On 12/18/18, Officer Chiappetta and Crime Free Multi-Housing Assistant Lieberenz attended the monthly Administrative Adjudication court hearing.

On 12/21/18, Sergeant Kotlinski and Officer Chiappetta participated with the Color Guard presentation for the SLEA graduation class.

LANDLORD/TENANT/COMMUNITY ISSUES

Loud noise call on the **100 block of S. Villa Avenue.**

Exterior storage and inoperable vehicles on the **100 block of S. Michigan.**

Loud noise/neighbor dispute on the **1000 block of W. Lake Street.**

Nuisance abatement letter for “Battery to a Police Officer” to a rental property owner on the **200 block of S. Hale.**

Parking on unimproved surface at **Natoma and May.**

Parking complaint on the **500 block of Green Oaks Court.**

Nuisance abatement letter for “Loud Noise” to a rental property owner on the **100 block of S. Mill Road.**

Parking complaint on the **1000 block of N. Rohlwing.**

Parking complaint at **National and Capitol.**

Suspicious activity/drug use complaint on the **900 block of College Boulevard.**

Complaints of gang activity on the **300 block of Park.**

Nuisance abatement letter for “Disorderly Conduct/Loud Noise” to a rental property owner on the **900 block of N. Rohlwing Road.**

Complaints of suspicious activity at an abandoned business on **Lake Street.**

Neighbor dispute/parking issues on the **400 block of N. Mill Road.**

Exterior storage complaints on the **200 block of E. Normandy Drive.**

Inoperable vehicles on the **500 block of Green Oaks Court.**

Loud noise complaints on the **300 block of S. Wisconsin Avenue.**

Bicycles chained around a Village's "No Parking" sign on the **500 block of Macie Court.**

Nuisance abatement letter for "Resisting/Obstructing and Aggravated Battery to a Peace Officer" to a rental property owner on the **300 block of S. Hale.**

Inoperable/unlicensed vehicle on the **900 block of N. Rohlwing Road.**

Tenant/landlord dispute on the **400 block of Stone.**

Nuisance abatement letter for "Resisting/Obstructing and Aggravated Battery to a Peace Officer" to a rental property owner on the **500 block of Macie Court.**

Complaints of inoperable/unlicensed vehicles on the **600 block of S. Addison Road.**

Infestation complaint on the **900 block of College Boulevard.**

Complaints of a vehicle alarm continuously going off on the **200 block of N. Mill Road.**

Nuisance abatement letter for "Delivery of a Controlled Substance" to a rental property owner on the **500 block of N. Neva Avenue.**

Complaints of inoperable vehicles, overnight parking and loud music on the **600 block of N. Rozanne.**

Complaints about peddlers on the property of a business located on the **1000 block of N. Rohlwing Road.**

Exterior storage complaint at a business on the **200 block of E. Lorraine Avenue.**

Anonymous complaint of a dumpster in the driveway on the **100 block of N. Grant.**

Exterior storage and grass/weeds on the **400 block of S. Adeline Avenue.**

Inoperable vehicles on the **1000 block of N. Rohlwing Road.**

Complaint of someone possibly living in a camper behind a business on the **2000 block of W. Lake Street.**

Vehicles parking on the street overnight and during the day on **Power Court and Official Road.**

Two nuisance abatement letters for "Possession of Cannabis" to a rental property owner on the **300 block of E. Drake Avenue.**

Complaint for neighborhood trouble on **Wenbriar Square Drive.**

Loud music on the **100 block of S. Mill Road.**

Complaint of loud music and possible drug activity on the **600 block of Briar Hill Lane.**

Complaint of a trailer being parked on the front lawn of a residence on the **700 block of N. Mill Road.**

Nuisance abatement letter for “Disorderly Conduct/Neighbor Trouble” to a rental property owner on the **0-100 block of N. May Street.**

Parking complaints on the **900 block of N. Sumner Street.**

Maintenance issues (no heat) on the **900 block of College Boulevard.**

Nuisance abatement letter for “Disorderly Conduct/Resisting” to a rental property owner on the **300 block of Dale.**