

**2016  
COMMUNITY RESPONSE UNIT  
ANNUAL REPORT**



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

**By:  
Sergeant Kotlinski  
Officer Chiappetta  
Crime Free Multi-Housing Assistant A. Lieberenz**

## **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 five 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 (CRU) is supervised by:**

Deputy Chief Goss  
Sergeant Kotlinski

**The following officers are assigned to the CRU:**

Officer Chiappetta  
Community Service Officer Gilpin

**The CRU is assisted by:**

Crime Free Multi-Housing Assistant Lieberenz

## **CRIME FREE MULTI-HOUSING**

A total of **15** Nuisance Abatement letters were sent out in 2016 and were followed up on by Community Response Unit officers. 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, we have had no further nuisance incidents.

**236** 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 **5** Crime Free Multi-Housing classes held in 2016, with a total of **41** landlords in attendance. The classes were taught by Sergeant Saran (retired), Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz.

**Two** landlords successfully completed all three phases of the Crime Free Multi-Housing 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 are addressed.

## **SERVICE REQUESTS**

Crime Free Multi-Housing Assistant Lieberenz tracks all of the service requests that the Police Department forwards to other Village departments. **99** 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 Clerk 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 **398** code violations. There were **68** Administrative Adjudication citations written between January and October of 2016, which generated **\$9,950.00** in fines. (Twenty-three citations were written in November and December 2016 that will go toward 2017's Administrative Adjudication Hearings.)

## **OTHER MEETINGS AND EVENTS**

The Community Response Unit volunteers at numerous functions with the Addison Park District, School District 4, AAA Chicago, and other organizations during the year. Sergeant Kotlinski, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz meet with Community Development personnel on a regular basis 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.

## **PROJECTS**

**Apartment Complex Lighting Project:** Community Response Unit officers 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 **29** letters were sent out during 2016. 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:** **Seventeen** property owners signed up for the Loitering Program in 2016, bringing the total number of property owners in the Loitering Program to **553**. **197** Trespass Warning tickets were issued in 2016.

**Street Light Outage:** The Public Works Department asked for our assistance in identifying street lights that are out. With our assistance, the street lights can be repaired more quickly. This effort will assist in reducing crime in those areas. In 2016, **23** 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. We are identifying the owners of these properties by using Property Reports and Check Illinois foreclosure information. Approximately **56** vacant residential properties were checked by the Community Response Unit four times in 2016. Photographs are taken of the properties and the code violations. Crime Free Multi-Housing Assistant Lieberenz keeps track of all of the vacant properties and updates the list monthly, based on information from the Field Services Division and Finance. Current properties on the list are re-evaluated each month.

## **LANDLORD/TENANT/COMMUNITY ISSUES**

Drug activity on the 0-100 block of Blecke Avenue.

Nuisance abatement letter for theft and credit card fraud to a property owner on the 600 block of S. Iowa Avenue.

Possible business being run out of a home on the 200 block of E. Normandy Drive.

Dog at large, keeping a kennel, keeping a vicious dog, having a pitbull on the 1000 block of Gramercy Lane.

Garbage can violations on the 200 block of S. Wisconsin Avenue.

Overcrowding and illegally parked vehicles on the 900 block of Surrey Road.

Suspicious vehicle on the 100 block of E. Lorraine Avenue.

Suspicious person on the 200 block of W. Natoma Avenue.

Suspicious people on the 100 block of N. Lincoln.

Hoarding conditions on the 400 block of S. Yale Avenue.

Neighborhood trouble on the 300 block of Drake Avenue.

Laundry room break-ins on the 500 block of Green Oaks Court.

Neighborhood trouble/loud noise on the 100 block of Michael Lane.

Individuals drinking and littering on the 400 block of S. Addison Road.

Abandoned/unlicensed vehicles on the 600 block of E. Lake Street.

Loud noise calls on the 500 block of N. Rozanne.

Abandoned/unlicensed vehicle on the 200 block of S. Hale Street.

Residence tagged "Unfit for Occupancy" on the 200 block of Princeton.

Excess exterior storage on the 200 block of E. Normandy Drive.

Loud noise calls on the 300 block of W. Stone.

Dogs running loose in Cherokee Park.

Parking complaints on the 900 block of Surrey Road.

Abandoned vehicles at a business on the 300 block of W. Lake Street.

Illegal drug activity on the 400 block of W. Stevens Drive.

Loud noise complaints on the 300 block of Myrick Avenue.

Loud noise complaints on the 600 block of Meadows Boulevard.

Neighborhood trouble on the 500 block of Macie Court.

Illegal drug activity on the 300 block of State Street.

Loud music on the 0-100 block of N. School Street.

Landlord/tenant dispute on the 800 block of College Boulevard.

Nuisance abatement letter for possession of stolen property to a property owner on the 500 block of N. Denise Court.

Parking complaints on the 300 block of N. State Street.

Unsanitary conditions in an apartment on the 500 block of N. Lincoln.

Outdoor storage on the 200 block of S. Iowa Avenue.

Nuisance abatement letter for burglary to motor vehicle to a property owner on the 600 block of S. Iowa Avenue.

Inoperable vehicle, exterior storage and animal complaints on the 400 block of S. Adeline Avenue

Complaints of “Squatters” on the 100 block of S. Lincoln.

Nuisance abatement letter for possession of a controlled substance with intent to deliver to a property owner on the 500 block of W. Rose Avenue.

Arrest for disorderly conduct on the 500 block of Green Oaks Court.

Loud noise complaint on the 100 block of S. Vista Avenue.

Complaint of dog breeding business on the 700 block of W Lake Manor Drive.

Nuisance abatement letter for possession of cannabis to a property owner on the 100 block of S. Villa Avenue.

Neighbor disputes on the 900 block of Rohlwing Road.

Noise complaint on the 400 block of S. Addison Road.

Loitering complaints on the 0-100 block of E. Fullerton Avenue.

Nuisance abatement letter for possession of controlled substance and drug equipment to a property owner on the 900 block of E. Gladys Avenue.

Parking complaints on the 500 block of W. Byron.

Nuisance abatement letter for aggravated battery to a police officer to a property owner on the 600 block of Meadows Boulevard.

Complaints of exterior storage on the 400 block of Wesley Drive.

Parking complaints on the 300 block of W. Fullerton Avenue.

Parking complaints on the 100 block of E. Comstock Avenue.

Complaints of drag racing on the 300 block of Rohlwing Road.

Complaints of subjects feeding wildlife on the 500 block of Willow Glen.

Complaints for outside storage on the 400 block of Wesley Drive.

Complaints of “Squatters” on the 400 block of Stevens Drive.

Parking issues on Friendship Plaza.

Complaints about loud noise on the 300 block of Park Avenue.

Unauthorized renter on the 500 block of Green Oaks Court.

Nuisance abatement letter for “Battery” to a property owner on the 800 block of College Boulevard.

Trespassing on the 100 block of Michael Lane.

Nuisance abatement letter for “Possession of a Controlled Substance” to a property owner on the 500 block of N. Neva Avenue.

Loitering and criminal activities on the 500 block of Green Oaks Court.

Parking complaints on the 600 block of Lake Manor Drive.

Animal complaints on the 400 block of 435 Green Oaks Court.

## **GOALS FOR 2016:**

1. Assist the Traffic Unit with operation “Secure our Future”. This is to educate, enforce and assist parents and caregivers with occupant protection for their children.  
*Status: The Community Response Unit has continued their work with the Traffic Unit on the “Secure Our Future Campaign.” A count of vehicles arriving at all schools with seatbelt/car seat violations was conducted in January, followed by enforcement and educational materials being provided to all District 4 schools. A follow-up count was conducted in May and June with a reduction of 6.7% of violations being observed. A fall count was conducted, and a 7.7% reduction in violations was observed.*
2. Research, develop and implement a Crisis Intervention Team.  
*Status: This project was taken over by Commander Moffitt.*



3. Partner with Addison Library staff to meet with Addison tenants regarding quality-of-life issues and their rights as tenants.  
*Status: Sergeant Saran, Officer Chiappetta, and Crime Free Multi-Housing Assistant Lieberenz held a meeting for residents on March 23, 2016 at the Addison Public Library and discussed quality-of-life issues and tenant rights.*
4. Continue to improve the quality of life for the citizens of Addison by meeting with property managers from College Park Apartments and Indian Trail Apartments, as well as Community Development personnel, and by enforcing building code violations throughout the town.  
*Status: The Community Response Unit began Phase 2 of the Crime Free Multi-Housing Program with the Collage Park Apartment Complex. The Community Response Unit has continued to meet and work with Community Development regarding quality-of-life issues.*

### **GOALS FOR 2017:**

1. Refine the Addison Police Department Crime Prevention Through Environmental Design (C.P.T.E.D.) Program.
2. Increase the manpower to two sworn officers due to the increased number of properties projected to be certified, as well as the properties that will require recertification, in the Crime Prevention Through Environmental Design (C.P.T.E.D) Program.
3. Partner with Addison Library staff to meet with Addison tenants regarding quality-of-life issues and their rights as tenants.