

**POLICE COMMITTEE
AGENDA
February 18, 2014
6:00 P.M.
Police Department Training Room
1710 Plainfield Road**

1. Call to Order
2. Public Comment and Communications
3. Approval of Meeting Minutes – December 16, 2013
4. Review Police Department Budget
5. Crime Free Housing Ordinance
6. Conceal and Carry Ordinance
7. Crime Mapping Software Purchase
8. Sale of Surplus Property
9. Review of Monthly Report
10. Next Meeting Date, Monday, March 17, 2014 at 6:00 p.m.
11. Adjournment

**POLICE COMMITTEE
MEETING MINUTES
December 16, 2013**

Call to Order

Chairman McIvor called the meeting to order at 6:00 p.m. in the Council Chambers of the Darien City Hall. In attendance: Chairman/Alderman McIvor, Alderman Kenny and Alderman Belczak, Chief Brown, Deputy Chief John Cooper, Administrator Vana.

Public Comment and Communications

There were no public comment or communications presented.

Minutes

The minutes of the November 16, 2013, Police Committee meeting were unanimously approved.

A resolution adopting the DuPage County Natural Hazards Mitigation Plan

Staff advised that communities must have a Natural Hazards Mitigation Plan in order to be eligible for certain types of funds made available by the federal government both before and after declared disasters. Over the past four years, the City of Darien has received over \$50,000 after successfully applying for reimbursement for mitigation activities related to the 2011 blizzard and the 2013 rainstorms that caused damage throughout the communities. Residents also may be eligible for reimbursements under these laws. Rather than each individual community completing their own plan, which is a lengthy and time consuming process directed at only a small area, municipalities work together to complete a plan with DuPage County to take a regional comprehensive approach to hazard mitigation. The plan includes strategies to be used countywide, but also within the City of Darien. The first plan was passed by the City Council on October 20, 2008, and there is a requirement to update it every five years. When projects are identified within the City of Darien they are brought to the City Council for discussion. The Police Committee unanimously recommended approval of A RESOLUTION ADOPTING THE DUPAGE COUNTY NATURAL HAZARDS MITIGATION PLAN

Review of Monthly Report

Staff reviewed the 11 period Police Department report which covers the period from October 21, 2013, to November 17, 2013.

Adjournment

The Committee Meeting was adjourned at 6:47 p.m.

Approved: _____
Date

Alderman: _____
Joseph Kenny

Chairman: _____
Sylvia McIvor

Alderman: _____
Thomas Belczak

CITY OF DARIEN

MEMO

TO: Police Committee Members
FROM: Bryon D. Vana, City Administrator
DATE: February 13, 2014
SUBJECT: Draft Budget Review – FYE 4-30-15

Attached is the draft police department budget for FYE 4-30-15. The staff schedules draft budget meetings with the appropriate council committees when possible. The purpose of the draft budget review is to allow the committees to become familiar with the department budgets prior to presenting it to the full council. We do not ask the committees to vote to approve the draft budgets since a department budget is only one component of the complete budget.

If you have questions prior to the meeting feel free to contact the Chief or me.

2/12/2014

City of Denver

POLICE DEPARTMENT BUDGET
FISCAL YEAR 2014-2015

ACCOUNT	PREVIOUS YEAR	ESTIMATED TOTAL	PREVIOUS YEAR	ESTIMATED TOTAL	PREVIOUS YEAR	ESTIMATED TOTAL	PREVIOUS YEAR	ESTIMATED TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
PERSONNEL								
SALARIES-CIVILIANS	451,217	423,898	423,898	427,052	435,348	443,810		
SALARIES-OFFICERS	3,232,847	3,218,460	3,218,460	3,398,631	3,468,263	3,587,837		
OVERTIME	494,881	460,780	460,780	461,300	482,300	503,300		
SUB-TOTAL	4,089,026	4,205,415	4,205,415	4,227,983	4,383,901	4,544,947		
BENEFITS								
SOCIAL SECURITY	28,555	24,528	24,528	26,477	27,007	27,847		
MEDICARE	50,084	50,086	50,086	55,406	57,822	58,927		
HMRF	63,854	74,148	74,148	58,138	60,316	61,525		
MEDICAL/LIFE INSURANC	445,341	515,500	430,000	528,502	573,425	622,188		
POLICE PENSION	1,092,728	1,115,282	1,195,027	1,198,027	1,291,709	1,385,048		
SUPPLEMENTAL PENSION	47,614	50,000	48,000	48,000	48,000	48,000		
SUB-TOTAL	1,728,127	1,764,543	1,813,548	1,813,548	2,058,081	2,214,210		
OPERATING COSTS								
ANIMAL CONTROL	190	2,000	2,000	2,200	2,200	2,400		
AUXILIARY POLICE	3,507	8,000	8,000	4,200	4,200	9,000		
BOARDS & COMMISSIONS	16,039	6,500	6,500	27,000	12,000	12,500		
DUES & SUBSCRIPTIONS	2,278	3,600	3,600	3,650	3,650	3,200		
INVESTIGATION & EQUIP.	6,438	57,615	57,000	48,888	44,648	45,500		
LIABILITY INSURANCE	198,776	219,314	202,140	228,780	228,780	228,000		
MAINTENANCE-BUILDING	580	-	-	-	-	-		
MAINTENANCE-EQUIPMEI	20,165	15,400	15,400	16,720	16,720	17,100		
MAINTENANCE-VEHICLE	36,066	30,800	42,000	68,200	68,200	66,200		
POSTAGE/MAILINGS	4,316	4,200	4,200	4,500	4,500	4,500		
PRINTING & FORMS	1,123	4,000	4,000	5,000	5,000	5,000		
PUBLIC RELATIONS	4,007	5,000	5,000	5,000	5,000	5,000		
RENT-EQUIPMENT	-	172,345	173,403	171,903	171,903	171,903		
SUPPLIES-OFFICE	5,400	6,000	6,000	7,000	7,000	7,000		
TRAINING & EDUCATION	16,269	31,410	20,000	36,037	34,712	36,000		
TRAVEL/MEETINGS	4,428	10,100	8,000	10,950	7,760	10,450		
TELEPHONE	10,761	12,700	12,700	12,900	12,900	12,900		
UNIFORMS	26,674	38,100	36,100	50,820	50,820	54,800		
UTILITIES - GAS/ELECTRIC	5,530	7,000	5,000	7,000	7,000	7,000		
VEHICLE GAS & OIL	128,786	138,000	130,000	130,000	130,000	130,000		
SUB-TOTAL	493,104	768,484	719,885	838,226	814,961	844,470		
CONTRACTUAL								
CONSULTING/PROF SERV	343,209	360,623	360,623	356,488	356,488	365,300		
DUMIEGRIAT/CHILD CENT	29,240	24,880	24,880	24,880	24,880	24,880		
SUB-TOTAL	388,446	385,303	385,303	381,168	381,168	389,980		
CAPITAL								
EQUIPMENT	81,207	6,800	6,800	145,359	145,359	60,000		
SUB-TOTAL	81,207	6,800	6,800	145,359	145,359	60,000		
TOTAL EXPENDITURES	6,788,813	7,199,555	7,042,558	7,596,333	7,337,652	7,820,387		

POLICE DEPARTMENT SUMMARY

2014-2015 BUDGET SUMMARY

	Maintenance	Discretionary
SALARIES	\$ 4,227,983	\$ -
BENEFITS	\$ 1,913,548	\$ -
OPERATING COSTS	\$ 814,961	\$ 23,265
CONTRACTUAL	\$ 381,168	\$ -
CAPITAL	\$ -	\$ 145,399
TOTAL	\$ 7,337,659	\$ 168,664

Account #	Description	Department Maintenance Budget Request	City Council Discretionary Expenditures
<u>SALARIES</u>			
40-4010	SALARIES - CIVILIANS	\$ 427,052	\$ -
	5 Civilians	277,062	-
	3 part time CSO	59,641	-
	Admin Sec	55,947	-
	1 Part Time Clerk	22,152	-
	Merit	12,250	-
	Total	427,052	
40-4020	SALARIES - OFFICERS	\$ 3,339,631	\$ -
	Union Salaries 32	2,893,050	-
	Admin Salaries 2	256,166	-
	Holiday Pay	99,416	-
	OIC	6,000	-
	Outside Details	40,000	-
	hol wk bonus	45,000	-
	Total	3,339,631	
40-4030	OVERTIME	\$ 461,300	\$ -
	Overtime	220,000	-
	Darien Fest	14,500	-
	4th July Parade	5,200	-
	Comp Sell Back	210,000	-
	K-9 fixed OT	11,600	-
	Total	461,300	

POLICE DEPARTMENT SUMMARY

Account #	Description	Department Maintenance Budget Request	City Council Discretionary Expenditures
<u>BENEFITS</u>			
40-4110	SOCIAL SECURITY	\$ 26,477	\$ -
40-4111	MEDICARE	\$ 55,406	\$ -
40-4113	IMRF	\$ 39,136	\$ -
40-4120	MEDICAL/LIFE INSURANCE	\$ 528,502	\$ -
40-4130	POLICE PENSION	\$ 1,196,027	\$ -
40-4135	SUPPLEMENTAL PENSION	\$ 48,000	\$ -
<u>OPERATING</u>			
40-4201	ANIMAL CONTROL	\$ 2,200	\$ -
40-4203	AUXILIARY POLICE	\$ 4,200	\$ -
	Vests	1,200	-
	Base	3,000	-
	0	-	-
	Total	4,200	-
40-4205	BOARDS & COMMISSION	\$ 12,000	\$ 15,000
	Hiring Expenses	5,000	-
	PO Testing FYE 15	5,500	-
	Training & Assoc.	1,000	-
	Incidentals	500	-
	Sgt. Test FYE 15	-	15,000
	Total	12,000	15,000
40-4213	DUES & SUBSCRIPTIONS	\$ 3,650	\$ -
	Dues	2,050	-
	Subscriptions	1,600	-
	0	-	-
	Total	3,650	-
40-4217	INVESTIGATION & EQUIPMENT	\$ 44,646	\$ 2,240
	Range	37,146	-
	Batteries	500	-
	Evidence Supplies	3,000	-
	Canine Food/Equip	1,500	-
	Investigative Services	2,000	-
	LeadsOnline	-	2,240
	Prisoner Needs	500	-
	Total	44,646	2,240

POLICE DEPARTMENT SUMMARY

Account #	Description	Department Maintenance Budget Request	City Council Discretionary Expenditures
OPERATING cont.			
40-4219	LIABILITY INSURANCE	\$ 228,760	\$ -
	IRMA	158,760	-
	Legal	25,000	-
	Prosecution	18,000	-
	PPE/First Aid	5,000	-
	Fire Extinguishers	2,000	-
	Wellness Fair	2,000	-
	Deductibles	15,000	-
	Adm Tow Law Judge	3,000	-
	Total	228,760	-
40-4223	Maintenance - Building, Moved to Mun. Services	\$ -	\$ -
40-4225	MAINTENANCE - EQUIPMENT	\$ 16,720	\$ -
	Vet-K-9	2,000	-
	Radar Repairs	1,220	-
	Office Equipment	3,500	-
	Truck Scales	1,000	-
	Portable Radios	1,500	-
	Copier Service	3,500	-
	In-Car Video Maint.	4,000	-
	Total	16,720	-
40-4229	MAINTENANCE VEHICLES	\$ 66,200	\$ -
	Car Washes	10,000	-
	Repairs	40,000	-
	Tires	10,000	-
	Registrations	1,200	-
	Radios/Lights/Sirens	5,000	-
	Total	66,200	-
40-4233	POSTAGE/MAILINGS	\$ 4,500	\$ -
40-4235	PRINTING & FORMS	\$ 5,000	\$ -
40-4239	PUBLIC RELATIONS	\$ 5,000	\$ -
	Comm. Engagement materials	5,000	-
	Total	5,000	-
40-4243	RENT - EQUIPMENT	\$ 171,903	\$ 1,500
	Range Fees	5,000	-
	Vehicle Lease final pay fye15	164,903	-
	Rentals	2,000	-
	Camera rental Darien fest	-	1,500
	Total	171,903	1,500

POLICE DEPARTMENT SUMMARY

Account #	Description	Department Maintenance Budget Request	City Council Discretionary Expenditures
<u>OPERATING cont.</u>			
40-4253	SUPPLIES - OFFICE	\$ 7,000	\$ -
40-4263	* TRAINING & EDUCATIONS	\$ 34,712	\$ 1,325
40-4265	TRAVEL/MEETINGS	\$ 7,750	\$ 3,200
	IACP		3,200
	Training Meals	2,000	-
	NEMRT In House	500	-
	Lodging	2,500	-
	Coffee - meetings	250	-
	West Sub Detectives	500	-
	Professional Meetings	1,000	-
	Mileage Reimbursement	1,000	-
	Total	7,750	3,200
40-4267	TELEPHONE	\$ 12,900	\$ -
	EVDO Verizon	11,000	-
	Comcast-Internet	1,400	-
	Language Line	500	-
	Total	12,900	-
40-4269	UNIFORMS	\$ 50,820	\$ -
	New Allowance	29,000	-
	Civilians	1,500	-
	Replacement Vests	9,600	-
	New Officers (2)	7,000	-
	Guns	1,200	-
	SWAT Uniforms	2,520	-
	Total	50,820	-
40-4271	UTILITIES - GAS/ELECTRIC/SEWER	\$ 7,000	\$ -
	Nicor	3,500	-
	Sewer	3,500	-
	Total	7,000	-
40-4273	VEHICLE - GAS & OIL	\$ 130,000	\$ -
<u>CONTRACTUAL SERVICES</u>			
40-4325	CONSULTING/PRO. SERVICES	\$ 356,488	\$ -
	Emergency plan update	1,000	-
	County records mgt	5,300	-
	Lexipol	6,000	-
	DUCOMM	344,188	-
	Total	356,488	-

POLICE DEPARTMENT SUMMARY

<u>Account #</u>	<u>Description</u>	<u>Department Maintenance Budget Request</u>	<u>City Council Discretionary Expenditures</u>
<u>CONTRACTUAL SERVICES cont.</u>			
40-4337	DUMEG/FIAT/CHILD CENTER	\$ 24,680	\$ -
	FIAT	3,500	-
	Children's Center	3,500	-
	DUMEG	17,680	-
	Total	24,680	-
<u>CAPITAL PURCHASES</u>			
40-4815	EQUIPMENT	\$ -	\$ 145,399
	Road Flares	-	1,296
	* Records Copier	-	9,500
	° Sgts. Copier	-	4,483
	* Evidence Storage/RFID System	-	60,000
	* BDA UHF Radio Channel	-	2,000
	SWAT Gas Masks (2)	-	900
	* Officer Gas Masks (38)	-	18,000
	* (8) Intoxilyzer SD-2 PBT's	-	4,250
	SRO Active Shooter Kit	-	675
	2 GPS Units	-	300
	* K9 Vehicle	-	39,000
	Line of Duty on Line Training	-	995
	* Safety Vests	-	4,000
	Live Scann Repla. Fye 16	-	-
	TOTAL	-	145,399
	TOTAL	\$ 7,337,659	\$ 168,664

FY 2015 TRAINING	CLASS	OFFICERS	COST/EACH	MAINTENANCE	DISCRETIONARY	LODGING	DESCRIPTION
TUITION	NEMRT	34	\$ 90.00	\$ 3,060.00		N/A	
LAW	Law For Police	2	\$ 250.00	\$ 500.00		N/A	
	Law for Police Review - 1 Day	4	\$ 75.00	\$ 300.00	\$ 150.00	N/A	
	Search & Seizure Training for Supervisors	2	\$ 100.00	\$ 200.00		N/A	
	Drug Law Review	2	\$ 75.00	\$ 150.00	\$ 150.00	N/A	
LIABILITY	IRMA Special Training	8	\$ 50.00	\$ 400.00	\$ 200.00	N/A	
	Emergency Driving Car Refresh/IRMA Required - 1 Day	3	\$ 105.00	\$ 315.00		N/A	
	Emergency Driving SUV Refresh/IRMA Required - 2 Days	10	\$ 200.00	\$ 2,000.00		N/A	
	Emergency Driving Cert/IRMA 3 Days	2	\$ 300.00	\$ 600.00		N/A	
TACTICAL	Tactical Officers Conference	2	\$ 300.00	\$ 600.00		N/A	
	**Negotiators Conference	1	\$ 175.00	\$ 175.00		4 Nights	
	**IDEOA Conference (Drug Enforcement)	2	\$ 250.00	\$ 500.00		2 Nights	
	IL Truck Enforcement Assn Conf.	3	\$ 75.00	\$ 225.00		N/A	
FIREARMS	Police Tactical	1	\$ 648.00	\$ 648.00		N/A	
	Firearms Instructor	1	\$ 540.00	\$ 540.00		5 Nights	
	Police Strategies & Tactics	1	\$ 514.00	\$ 514.00		5 Nights	
	Force on Force Instructor	2	\$ 495.00	\$ 990.00		5 Nights	
	Glock Armorer Certification	7	\$ 200.00	\$ 1,400.00		3 Nights	
	Colt Armorer (Rifle)	7	\$ 450.00	\$ 3,150.00		N/A	
SPECIAL SKILLS DEVELOPMENT	Emerg. Mgmt. Training-ILEAS Mtg. (Conference/Hotel)	1	\$ 200.00	\$ 200.00		2 Nights	
	** School Resource Conf/Training	1	\$ 200.00	\$ 200.00		2 Nights	
ANNUAL REQUIRED	IAPEM Conference (Evid/Property)	2	\$ 400.00	\$ 800.00		N/A	
	** Juvenile Officer's Conference	2	\$ 150.00	\$ 300.00	\$ 125.00	3 Nights	
	Computer/Social Media Investigations	2	\$ 150.00	\$ 300.00		N/A	
	Breathalyzer Operator (Basic)	4	\$ 200.00	\$ 800.00		N/A	
K9	High Risk Deployment	1	\$ 500.00	\$ 500.00		N/A	
	NAPDWA State Conf. (K9 Cert.)	1	\$ 320.00	\$ 320.00		5 Nights	
	CCROC Cook Co. State's Attorney Office Organized Crime Task Force Training & Conference	3	\$ 25.00	\$ 75.00		N/A	

FY 2015 TRAINING	CLASS	OFFICERS	COST/EACH	MAINTENANCE	DISCRETIONARY	LODGING	DESCRIPTION
PROFESSIONAL DEVELOPMENT	Illinois Chief's Conference	2	\$ 200.00	\$ 400.00		N/A	
BASIC LAW ENFORCEMENT	Suburban Law Enforce. Academy (Reimbursable)	2	\$ 3,000.00	\$ 6,000.00		N/A	
MISCELLANEOUS	Management Development	2	\$ 1,875.00	\$ 3,750.00			
	Supervisory			\$ 900.00		Unk.	
	Officer			\$ 400.00	\$ 200.00	N/A	
	Civilian			\$ 500.00	\$ 500.00	5 Nights	
COLLEGE REIMB.		2	\$ 1,500.00	\$ 3,000.00		N/A	
TOTAL	**Lodging/Travel costs reflected in travel meeting line item			\$ 34,712.00	\$ 1,325.00		

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: Records Copier/Fax and Scanner-Ricoh 3045SP

Status/Condition of item to be replaced: Worn Out- over a million copies and just as many scans. Used every day in the records department – needs to be reliable. Need to complete reports

Year purchased: June 2006 Original Cost \$12,491.00

Year item was scheduled for replacement: 2014

Additional information, including mileage/hours, condition, repair history, accident history, and disposition:

Work horse of the police department-used to make copies, as a printer for multiple employees, fax machine and most important our document scanner.

Based on age we are seeing more service calls and parts being replaced. Service contract based on number of copies made. The cost per copy has increased over time. Without this unit working - it slows down workflow and processing of police reports.

Description of replacement item: RICOH MP5002 Copier/Fax and Scanner

Purchase Month: May 1, 2014 Estimated Cost: \$9500.00
incl. delivery charges

Description of new item, including upgrades and technological improvements:
See Attached information

SUBMITTED BY: Deputy Chief John Cooper #359

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: Sgts. Office Copier/Fax and Scanner-OCE IM2330

Status/Condition of item to be replaced: OCE is out of business-no parts available. Service frequency continues to increase

Year purchased: Sept 2008 Original Cost \$3515.00(state contract)

Year item was scheduled for replacement: Not scheduled

Additional information, including mileage/hours, condition, repair history, accident history, and disposition:

The OCE copier serves the patrol division in the lower level of the Police Department. It is used for a master printer, copying and scanning.

Service contract provider advised OCE is out of business – Canon has taken over their accounts and has advised us that parts are unavailable to repair this unit.

Description of replacement item: RICOH MP2553SP Printer/Copier/Fax and Scanner

Purchase Month: May 1, 2014 Estimated Cost: \$4,483.00
Incl. delivery charges

Description of new item, including upgrades and technological improvements: Will add FAX option to the new device since it is needed for DU-COMM – send shift line-ups.

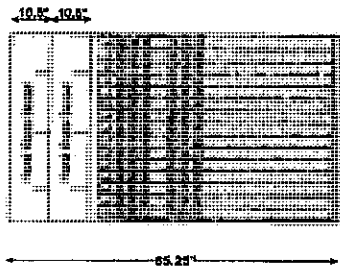
SUBMITTED BY: Deputy Chief John Cooper #359

Recommended for replacement by:

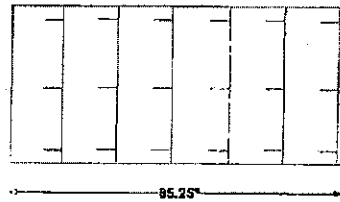
Department Head Yes No

City Administrator Yes No

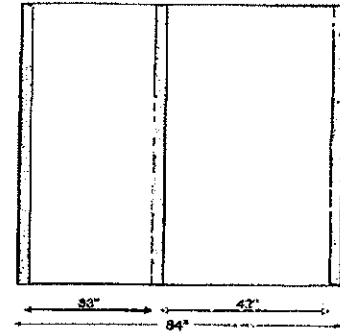
Gun Storage Elevation



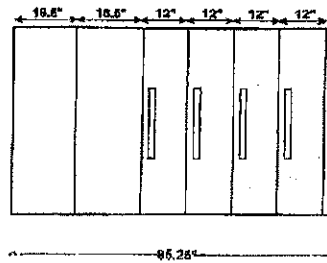
File Storage Elevation



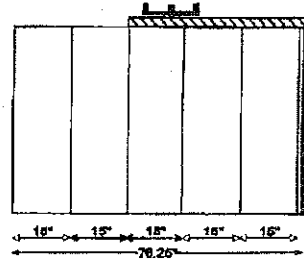
Overize Storage Elevation



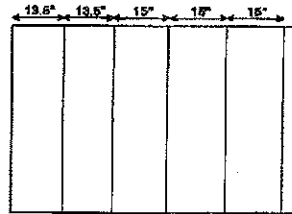
Drug Storage A Elevation



General Storage A Elevation



Drug Storage B Elevation



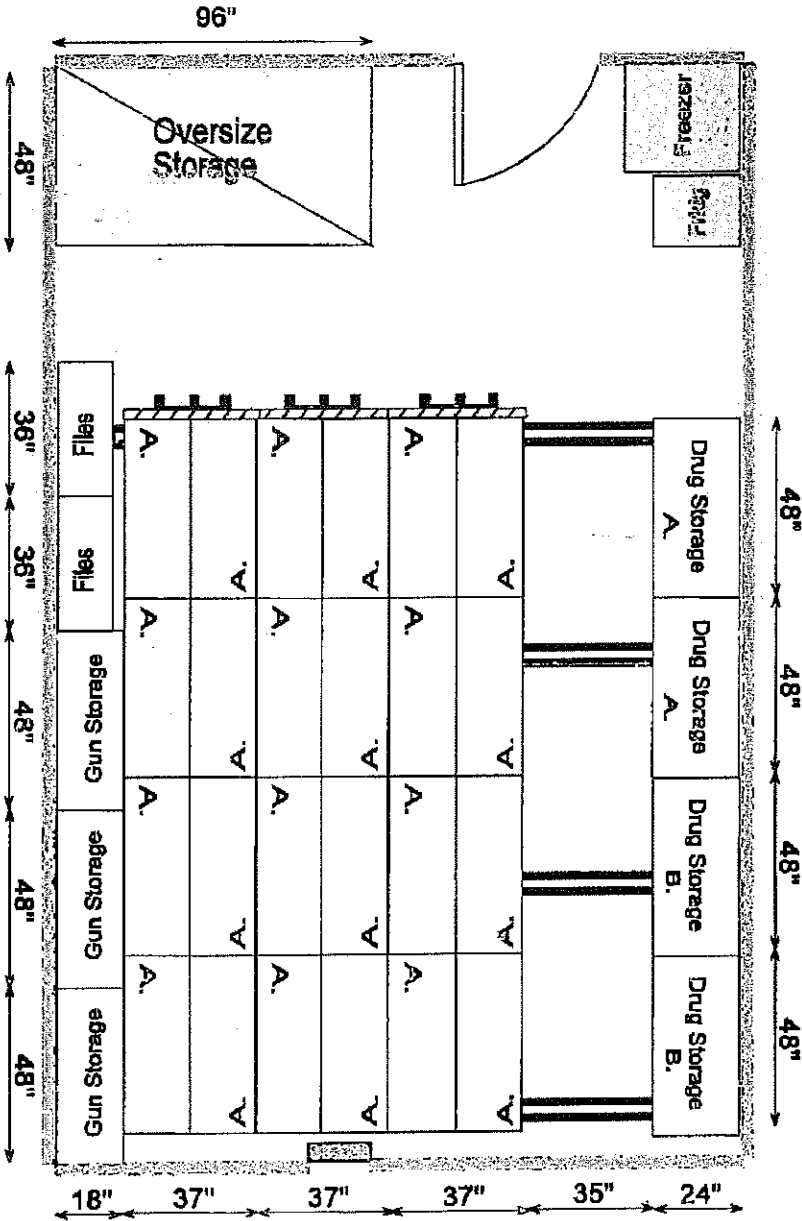
Ellis Systems Corporation

28457 N. Ballard Drive
 Lake Forest, IL 60045
 630-289-0781
 630-289-8949
mrstorage@ellisfling.com

Project Designer:	
Kan Parhlo	
Client:	
Darien Police Department	
Project #	
Evidence Vault	
Date:	1/8/14
Scale	

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Darien Police Department Evidence Vault



Room Capacity

	Current	Future
Hand Guns	15	90
Long Guns	15	45
Drugs	115 cu. ft.	226 cu. ft.
Files	200 LFI	408 LFI
Gen Stor.	438 cu. ft.	912 cu. ft.
Oversize	24 cu. ft.	224 cu. ft.

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Ellis Systems Corporation

28457 N. Ballard Drive
Lake Forest, IL 60045
847-371-0200
847-371-0202 fax
www.ellisfiling.com

Project Designer:	
Ken Pahlke	
Client:	
Darien Police Department	
Project	
Evidence Vault	
Date:	Scale
1/8/14	nts

BUDGET REQUEST FORM
Expansion Budget

Department: Police

Fund: 40-4815

Project/Program Title: EVIDENCE STORAGE SYSTEM

Description of proposed new program/activity/expenditure, including purpose and justification: The police department was built in 1995 with a fixed space – room to store all the evidence for the department. Evidence preservation is crucial in the criminal justice process. There are a set of rules and protocols to make sure the evidence is secure, that it cannot be tainted, and it can determine if offenders are fined and incarcerated. Over the last 20 years – retention of evidence has changed dramatically. For Homicides – you will hold evidence forever.

There have been numerous cases of bad management of these areas where missing items, including money, drugs and other valuables have ended up ruining a police department's reputation and credibility. It may also cause a guilty party to walk out of court a free person. This also leads to civil suits against the city and department and criminal charges for police employees. .

We are looking at a room that will need to hold many pieces of evidence for years to come. We are looking at ways to increase the capacity of this room. Staff met Ellis Systems Corporation at a law enforcement conference and expo last summer. They have a modular storage system on rails that will hold many different types of evidence while increasing the capacity of the room. The storage will go from the floor to the ceiling.

Ellis Systems came to the PD and met with our evidence custodians. They provided us with a plan to install the system as we need more room. Staff is asking to complete the installation- \$30,000.00. The evidence tech room is also in need of general maintenance estimated at \$6,000.

The second area in the evidence process that needs to be addressed is recording the movement of evidence while in the possession of the police department. We started out using pen and paper, moved to a computer data base that was ok. There is much more that we need to do and know. With technology advances we are looking at an RFID tagging system or a bar-coding system. The RFID is the most up to date and makes recording and track property streamlined. The bar-coding is older technology and takes more time to handle the different movements of evidence.

We received a quote from VIZBEE RFID Platform – with a 25% discount – of \$24,000.00. We are looking at other companies that may be able to provide a solution at a lower price.

Recommended by City Administrator: _____ Yes _____ No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: BDA for UHF radio Channel – to be re-tuned-not replaced.

Status/Condition of item to be replaced: Installed by SEDCOM 15 years ago to make our UHF radios work in the PD-based on the heavy construction of the PD. Officers were unable to hear or talk on their radios in the station.

Year purchased: 15 years ago – Original Cost \$ UNK
SEDCOM funds

Year item was scheduled for replacement: N/A

Additional information, including mileage/hours, condition, repair history, accident history, and disposition: Since moving to DUCOMM we have moved to the STARCOM radio system. It works great in the PD since the BDA for STARCOM was purchased and installed.

If STARCOM stops working – DUCOMM would move us to a UHF channel as a backup. What we have determined is the in building coverage of the UHF is terrible. DUCOMM Radio Techs determined the device left behind by SEDCOM needs to be re-tuned to the new frequency of DUCOMM which is different then the UHF channel we were on with SEDCOM.

Description of replacement item: Send the BDA back to the manufacturer to have them re-tune it. It is a heavy box and will have to be truck shipped. We would need to have PW remove from inside tower at PD.

Purchase Month: 5/14 Estimated Cost: \$2000.00
incl. delivery charges

Description of new item, including upgrades and technological improvements:
Retune existing unit

SUBMITTED BY: DC John Cooper

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: Officer Gas Masks and Filters

Status/Condition of item to be replaced: Outdated-Newer Technology available

Year purchased: N/A Federal Grant Original Cost \$0 Grant

Year item was scheduled for replacement: No date was set

Additional information, including mileage/hours, condition, repair history, accident history, and disposition:

Darien received AVON FM12 Gas Masks and Filters for all the police officers after 9-11 on a federal grant at no cost to the agency.

These masks have reached their 10 year life expectancy based on NIOSH rules. They are considered not useable. Based on their rubber construction they cannot be left in service. The rubber breaks down and may not seal against dangerous gases/agents. These masks were issued originally for terrorist attacks using CBRN-Chemical, Biological, Radiological, and Nuclear exposures. They were designed for escape from the hot zones.

There is a new threat to our cities – active shooters that may use toxic or riot agents to keep the police away. Officers responding to the theater shooting in Aurora Colorado were force back outside when the shooter had set off tear gas inside the building. Police need to have the ability to enter this type of atmosphere to stop these perpetrators.

Description of replacement item: **38 - AVON C50 Gas Masks with CBRNF12B Filters**

Purchase Month: May 1, 2014 Estimated Cost: \$18,000.00
incl. delivery charges

Description of new item, including upgrades and technological improvements:
The new mask and filters will have a 10 year life cycle unless the filters are opened or used. The new mask has a large viewing lens which will give officers a better field of vision during tactical encounters. It also makes it easier to shoot over the old design with two small eye lenses.

Based on NIOSH-there are some other things that have to be completed.

- Fit testing the mask to each officer – annually using a machine Darten shares with FIAT departments
- A medical survey done on-line by each officer. Based on their answers - they may be flagged to see a doctor.
- Officers that wear corrective lenses-contacts or glasses may need to be fitted with prescription lenses - \$40 frame that fits in mask and the cost of the lenses.
- The total cost based on pricing should cover all of these.

SUBMITTED BY: Deputy Chief John Cooper #359

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: 8- Intoxilyzer SD-2 PBTs

Status/Condition of item to be replaced: These have been in service for 10 years – 2 of the 8 no longer work , used daily on the road for DUI investigations. They are at the end of their service life.

Year purchased: 2003 Original Cost \$399 Each

Year item was scheduled for replacement:

Additional information, including mileage/hours, condition, repair history, accident history, and disposition: The SD-2 is an older technology. The new PBTs use a more reliable testing system.

Description of replacement item: 8 – Alco-Sensor FST PBT

Purchase Month: 5/14 Estimated Cost: \$4250
incl. delivery charges

Description of new item, including upgrades and technological improvements: The Alco-Sensor FST PBT uses an electrochemical fuel cell sensor that responds to only alcohol. It also has a safer design to protect the officer using it from getting to close to the subject.

SUBMITTED BY: DC John Cooper #359

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: **2 - 2006 Chevy Tahoe PPV K-9 Units**

Status/Condition of item to be replaced:

Both vehicles were purchased new in 2006 for K-9 usage. They have reached the end of their service life. Recently the city mechanic based on the cities Vehicle Replacement Criteria (VRC) Policy flagged K-9 Squads 8 and 10 as needing to be replaced. Both vehicles are constantly having mechanical issues.

D10 -The engine has a rod knock which indicates it may need to be replaced in the near future. Mileage is over 118,000 miles.

D8 - is having electrical issues where the handler cannot get doors to unlock and the dog has been stuck in the vehicle.

Year purchased: 2006 Original Cost \$ 60,000.00 for both

Year item was scheduled for replacement: 2011-12

Additional information, including mileage/hours, condition, repair history, accident history, and disposition: Both of the current canine squad cars (D8 and D10) have reached the point in the city's vehicle evaluation criteria for replacement. Both squad cars are well over 100,000 miles and continue to break down on a regular basis.

Description of replacement item: **2 Options**

OPTION 1 -

2014 Chevy Tahoe PPV to replace one of the K-9 Squads. By purchasing a Tahoe - it will allow the reuse of the current squad car kennel and the locking security drawer system which would be a significant savings.

Purchase Month: May, 2014

Estimated Cost: \$38,925
Incl. delivery charges

OPTION 2 - 2014 Ford AWD Pursuit SUV to replace one of the K-9 Squads. This is a smaller vehicle and would require the additional cost of purchasing a new dog kennel for the back seat area and purchase of new storage drawers for the back.

Purchase Month: May, 2014

Estimated Cost: \$46,759

Description of new item, including upgrades and technological improvements:
Option 2 is more costly but does offer AWD for bad road conditions.

Gasoline consumption is about the same- Ford has EPA rating of 16/21MPG and the Tahoe has 15/21MPG. Note – vehicles in police service average 10 MPG. K-9 squads do a lot of idle time when the K-9 is in the vehicle for protection – heat or air conditioning.

SUBMITTED BY: Sgt Steve Liss

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

BUDGET REQUEST FORM
Equipment Replacement Budget

Department: Police Fund: 40

Account Name: Capital Equipment Number: 4815

Description of item to be replaced: Police Department Reflective Safety Vests

Status/Condition of item to be replaced: Outdated and worn Traffic Vests

Year purchased: 2005 Original Cost \$4000.00

Year item was scheduled for replacement: As Needed

Additional information, including mileage/hours, condition, repair history, accident history, and disposition: ANSI standards have changed requiring the vests to have break away points. Numerous workers have been injured and killed when a vehicle caught their vest in traffic and dragged them. Our current vests do not have this feature.

Description of replacement item:

Purchase Month: 5/14 Estimated Cost: \$ 4000.00
incl. delivery charges

Description of new item, including upgrades and technological improvements: Vest will be ANSI compliant with breakaway Velcro points.

SUBMITTED BY: DC John Cooper

Recommended for replacement by:

Department Head Yes No

City Administrator Yes No

AGENDA MEMO
Police Committee
February 18, 2014

ISSUE STATEMENT

An ordinance amending Title 8 of the Darien City Code to add a Chapter 23 “Crime Free Residential Housing Requirements.”

BACKGROUND/HISTORY

Over the past three years the Darien Police Department has increased their utilization of statistics to deploy police officers, track calls for service, and identify crime patterns. In the summer of 2013 statistics showed a large increase in the calls for service to multifamily units in the community. The Command Staff met with many property managers to discuss ways to help landlords proactively implement methods that assist landlords to reduce and control criminal activity in rental units. Many municipalities have Crime Free Residential Housing ordinances that include training and educating landlords and require several best practices. The components and benefits of this specific ordinance include:

- **Requiring a “Crime Free Lease Addendum,” signed by tenants along with a lease, in which a tenant agrees not to engage in criminal activity.** If a tenant engages in criminal activity, a landlord could claim the entire lease has been violated.
- **Creating an obligation for the landlord not to permit criminal activity in their rental units.**
- **Requiring landlords to attend a Crime Free Housing Seminar.** The landlord will be required to complete an educational seminar hosted by the police department to ensure they are properly trained on best practices.
- **Requiring a license from the City of Darien.** The City of Darien will be provided contact and emergency information from landlords to assist with communication and data collection.

This ordinance anticipates these requirements be met by May 1, 2014. The police department will train a patrol officer to conduct the seminars and will monitor criminal activity within the multi-family housing. The Clerk’s Office will be responsible for issuing the licenses, in a similar fashion as business licenses.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approving the ordinance.

ALTERNATE CONSIDERATION

Not approving the ordinance would be an alternate consideration.

**CITY OF DARIEN
DU PAGE COUNTY, ILLINOIS**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 8 OF THE DARIEN CITY CODE
TO ADD A CHAPTER 23, "CRIME-FREE RESIDENTIAL
HOUSING REQUIREMENTS"**

**ADOPTED BY THE
MAYOR AND CITY COUNCIL
OF THE
CITY OF DARIEN**

THIS ____ DAY OF _____, 2014

**Published in pamphlet form by authority
of the Mayor and City Council of the City of
Darien, DuPage County, Illinois, this ____
day of _____, 2014.**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 8 OF THE DARIEN CITY CODE
TO ADD A CHAPTER 23, "CRIME-FREE RESIDENTIAL
HOUSING REQUIREMENTS"**

WHEREAS, the Mayor and City Council have determined that various forms of criminal activity or other similar activity detrimental to the public, health, safety, and welfare is more likely to take place in rental dwellings than in owner-occupied residential dwellings, because the residents of rental dwellings are not property taxpayers of the City, do not necessarily intend to remain residents of the City for a long period of time, and otherwise are not invested in the City; and

WHEREAS, owners of residential rental dwellings are either non-residents, corporations, or other entities with no personal physical presence in the City; and

WHEREAS, landlords have the ability to utilize the terms of a lease to prevent the occupancy of residential rental units by individuals who engage in criminal activity or allow criminal activity to take place in and about the rental unit; and

WHEREAS, the Mayor and City Council have determined that an effective way to prevent and abate potential nuisances relating to criminal activity taking place within residential rental property units is to require owners of rental property to include a "Crime-Free Lease Addendum" into the lease;

WHEREAS, it is the purpose of this Ordinance to define nuisances which exist or may exist as a result of tenants or others associated with certain residential rental properties engaging in or allowing others to engage in various forms of criminal activity; and

ORDINANCE NO. _____

WHEREAS, it is not the purpose of this Ordinance to require a landlord to initiate eviction proceedings or otherwise terminate the lease of a tenant who himself or herself is a victim of a crime committed in or about a rental unit;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: Declaration of Nuisance; Declaration of Purpose.

A. The Mayor and City Council of the City of Darien hereby find, declare, and define that, subject to the limitations set forth in this Ordinance, it is a nuisance, detrimental to the public health, safety, and welfare for a tenant of a "Covered Residential Rental Unit," as defined hereinbelow, or occupant of such unit, a guest in such unit, or any other party under the control of the tenant or occupant of such unit to engage in, facilitate, or conspire to engage in, any activity which violates the criminal laws of the State of Illinois or any provisions of the Darien City Code.

B. The Mayor and City Council further find and declare that a reasonable way to abate such nuisances is by requiring owners of Covered Residential Rental Units to include a Crime-Free Lease Addendum to all leases for such residential properties.

SECTION 2: New Chapter. Title 8 of the Darien City Code, "Police Regulations," is hereby amended by adding the following Chapter 23, "Crime-Free Lease Addendum" as follows:

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Chapter 23
CRIME-FREE RESIDENTIAL HOUSING REQUIREMENTS

8-23-1: DEFINITIONS:

For purposes of this chapter, the following words, terms and phrases, when used herein, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

COVERED RESIDENTIAL RENTAL UNIT: Shall mean any rented residential unit in a multi-family building consisting of ten (10) or more dwelling units. Regardless of whether the building is an apartment building or in a building under condominium or similar ownership which allows individual units to be rented by the owner thereof or by a management entity.

CRIME-FREE LEASE ADDENDUM: Shall mean a provision which makes it a violation of the lease for a tenant, occupant of the premises, a guest of the tenant or occupant of the premises, or any other party under the control of the tenant or occupant of the premises with the permission or consent of the tenant or an occupant of the premises to engage in, facilitate, or conspire to commit criminal activity while on the leased premises. A Crime-Free Lease Addendum shall provide the landlord with the authority to evict the tenant in accordance with the Illinois Forcible Entry and Detainer Statute, 735 ILCS 5/9-101, *et seq.*, if it is established by a preponderance of the evidence that a violation of the Crime-Free Lease Addendum has occurred.

LANDLORD: Shall mean an owner, administrator, manager, or person in control of the operation of a Covered Residential Rental Unit.

TENANT: Shall mean any individual who is a signed lessee of a Covered Residential Rental Unit.

8-23-2: CRIME-FREE LEASE ADDENDUM REQUIRED:

- (A) Every written lease or other agreement for rental of any Covered Residential Rental Unit shall contain a Crime-Free Lease Addendum or have a clause in the lease similar to a Crime-Free Lease Addendum. The Office of the City Administrator shall provide at no cost samples of a Crime-Free Lease Addendum and shall review any clauses within actual leases with the City Attorney to determine if the clause is consistent with the Crime-Free Lease Addendum contained herein.

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- (B) A lease which contains the “(Prototype) Crime-Free Lease Addendum” set forth hereinbelow shall be deemed to be in full compliance with the requirements of this section:

“Crime-Free Lease Addendum

For the rental unit located at:

_____ (address), Darien, IL 60561

In consideration of the execution or renewal of a lease of the dwelling unit identified in the lease, Owner (or Owner’s agent or representative) and Tenant agree as follows:

1. Neither the Tenant, any member of the Tenant’s household, any guest or any other person associated with the Tenant on or near the leased premises:
 - A. shall engage in criminal activity at or near the leased premises.
 - B. shall engage in any act at or near the leased premises intended to facilitate criminal activity.
 - C. shall permit the rental dwelling unit to be used for or to facilitate any criminal activity.
 - D. shall engage in any act intended to facilitate any violation of City ordinances or codes or any other violation as defined by local, state or federal law.
 - E. shall engage in any act intended to obstruct or resist law enforcement efforts against criminal activity at or near the rental unit or common areas.
 - F. shall permit the rental unit to be used for or to facilitate any violation of state, federal or local law.

2. VIOLATION OF ANY OF THE ABOVE PROVISIONS SHALL BE A MATERIAL, AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF THE TENANCY. A single violation of any provision of this added Addendum shall be deemed

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a serious violation and material non-compliance with the lease. Any violation of the above provisions will still be considered a violation regardless of whether or not the Tenant could not control the behavior of other occupants of the unit, could not foresee, or did not have knowledge of the violation. It is understood and agreed that a single violation shall be good cause for IMMEDIATE termination of the lease under the Illinois Compiled Statutes. Unless otherwise provided by law, proof of violation shall not require criminal conviction, BUT SHALL BE BY PREPONDERANCE OF THE EVIDENCE. Preponderance of the evidence can be determined by but not limited to a police report, police citations, information received from the police department or a police officer, or any observations made by the landlord or his agent.

3. Tenant consents to venue in the Eighteenth Judicial Circuit in DuPage County, Illinois, in the event Owner initiates legal action against the Tenant.

4. Tenant agrees that service of process of any legal proceeding, including but not limited to, a special detainer or forcible detainer action, or service of any notice to Tenant, shall be effective and sufficient of purpose of providing legal service and conferring personal jurisdiction upon any Illinois court as to any Tenant, co-signer, occupant or guarantor, if waived upon any occupant or other person of suitable age and discretion who is present at the premises and residing therein, notwithstanding the fact that a Tenant, co-signer, occupant or guarantor may reside at a different location other than the property address described in the lease agreement. This agreement regarding service is in addition to, and not in lieu of, any manner of service authorized under Illinois law or rule. By signing this lease, the undersigned hereby waives any objection to service carried out under the terms of this agreement. This provision shall be effective for any extension, renewal or modification of the Initial Lease.”

(D) In the event the Landlord initiates eviction proceedings based on the Tenant’s violation of the Crime-Free Lease Addendum, the City will, at no charge to the Landlord and without the necessity for subpoena, cooperate by arranging for City staff who have relevant information, to testify at any such legal proceeding.

(E) Nothing in this Section shall require or authorize a Landlord to enforce the Crime-Free Lease Addendum against a Tenant as a result of any activity which might otherwise be a

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violation of the Crime-Free Lease Addendum when the Tenant himself or herself is the victim of criminal activity.

8-23-3: EXISTING MONTH-TO-MONTH TENANCIES; FUTURE ORAL LEASES:

- (A) The Landlord of every Covered Residential Rental Unit for which no written lease agreement exists (tenancy at will) including, but not limited to, a month-to-month oral leasehold as of the effective date of this Ordinance shall require the tenant at will to enter into a Crime-Free Lease Addendum in writing within ninety (90) days of the effective date of this Ordinance.
- (B) The Landlord of every Covered Residential Rental Unit who enters into an oral lease agreement more than ninety (90) days after the date of this Ordinance shall require the Tenant to execute a Crime-Free Lease Addendum.

8-23-4: NUISANCE RESIDENTIAL RENTAL PROPERTY VIOLATIONS BY TENANTS:

It is hereby declared a public nuisance and a danger to the public safety, health, welfare and morals of the City and its residents for any tenant of residential property to:

- (A) knowingly allow any of the following offenses to occur on the premises being rented or leased by the tenant: murder, kidnapping, aggravated kidnapping, prostitution, solicitation of prostitution, pandering, obscenity, child pornography, harmful materials, sale of obscene publications, criminal housing management, possession of explosives, unlawful use of weapons, sale of firearms, gambling, keeping a gambling place, concealing a fugitive, violation of the Illinois Controlled Substances Act, violation of the Cannabis Control Act, or commission of any two or more offenses by imprisonment for a period of more than six (6) months under the laws of the State of Illinois or the United States.
- (B) knowingly allow any of the following offenses to occur on the premises being rented by the tenant: commission of three (3) or more City ordinance violations in a twelve (12) month period or an unreasonably high number of calls for police service including, but not limited to, calls that may fall within the descriptions listed in subsection (a) of this Section that when compared to other properties in the City of Darien of similar type, reasonably indicates that activity on the rented premises is adversely affecting the health, safety, welfare or morals of other persons residing in the area.

ORDINANCE NO. _____

**8-23-5: VIOLATION OF CRIME-FREE LEASE ADDENDUM BY LANDLORD;
PRE-ENFORCEMENT DUE PROCESS; ADDITIONAL LIMITATION:**

- (A) It shall be unlawful for any Landlord to permit any tenant to occupy any Covered Residential Rental Unit in violation of any provisions of the Crime-Free Lease Addendum required by this chapter.
- (B) In the event the City brings an action based on nuisance Covered Residential Rental Unit property violations by a Tenant, the City shall not join the Landlord as a party unless required by Court order.
- (C) No enforcement action shall be filed against a Landlord unless the City first notifies the Landlord of the claimed violation and offers the Landlord an opportunity to meet with City representatives in order to determine whether the claimed violation may be resolved short of a judicial enforcement proceeding. Absent an emergency, such pre-enforcement notice and opportunity to be heard will be given to the Landlord at least twenty-one (21) days prior to the initiation of any enforcement action.

8-23-6: LICENSE REQUIRED:

No individual or entity shall engage in the business of renting Covered Residential Rental Units to the public unless a valid and current Residential Rental License has been issued by the City Clerk for the specific location.

8-23-7: APPLICATION FOR LICENSE:

Application for Residential Rental License shall be made in the name of the legal owner of the premises to be rented and submitted to the City Clerk on forms provided by the City. The Application shall identify the location of the premises, the name, address and telephone number of the owner, the name, address and telephone number of the manager of the premises, the owner's agent for service of process and such other information as the City may reasonably require on the Application form.

8-23-8: LICENSE FEE:

The annual fee for a Residential Rental License shall be paid at the time of application in an amount equal to \$10 per rental unit.

ORDINANCE NO. _____

8-23-9: TERM OF LICENSE; TRANSFER PROHIBITED; RENEWAL:

A Residential Rental License shall be issued for a period of one (1) calendar year and shall expire on April 30th of the year of issuance. Such Licenses are not transferable. Each new owner of a building that contains a Covered Residential Rental Unit must obtain a License. Application for renewal shall be made in the same manner as for a new License. No License shall be issued or renewed until payment in full of all license and inspection fees has been made.

8-23-10: CRIME-FREE HOUSING SEMINAR REQUIRED:

All persons applying for a Residential Rental License and all persons administering, managing, or controlling the operation of any Covered Residential Rental Unit must attend a Crime-Free, Multi-Housing Seminar administered by the City's Police Department prior to issuance of the License. Each Licensee shall attend the Seminar every three (3) years. In the event a new owner acquires the rental dwelling for which a License has been issued and/or a new manager is hired, the new owner and/or manager shall have three (3) months after acquisition or hire to attend the Seminar. The City shall issue a written notice to every person or entity subject to this training requirement advising as of the obligation. If the training requirements are not satisfied within three (3) months from the date of the Notice, said person or entity shall be subject to a fine of up to fifty (\$50) dollars per day. Each day shall be considered a separate violation.

8-23-11: ENFORCEMENT:

Subject to the approval of the City Council, the City Administrator or his designee may seek appropriate injunctive relief to prevent continuing violation of this Chapter. The City Administrator or his designee shall have the duty to enforce the provisions of this Chapter.

8-23-12: PENALTY:

Whoever violates, fails to comply with or resists the enforcement of any of the provisions of this chapter shall be subject to citation and a fine of not less than Two Hundred Fifty & 00/100 (\$250.00) Dollars nor more than Seven Hundred Fifty & 00/100 (\$750.00) Dollars. A separate offense shall be deemed committed each day a violation exists.

SECTION 3: HOME RULE AUTHORITY. This ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such

ORDINANCE NO. _____

ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the City of Darien that to the extent that the terms of this ordinance should be inconsistent with any non-preemptive state law, that this ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 4: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and approval, and shall subsequently be published in pamphlet form as provided by law. The requirements of Section 8-23-2 shall apply to all written leases entered into with an effective date of May 1, 2014, or thereafter.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this _____ day of _____, 2014.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, this _____ day of _____, 2014.

KATHLEEN MOESLE WEAVER, MAYOR

ATTEST:

ORDINANCE NO. _____

JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

AGENDA MEMO
Police Committee
February 18, 2014

ISSUE STATEMENT

A motion adopting a City of Darien policy on weapons.

BACKGROUND/HISTORY

The State of Illinois recently passed the Illinois Firearms Concealed Carry Act, which allows people to carry certain weapons in some places while following regulations in the law. Our legal counsel has advised us to implement a policy on weapons on City property. The attached policy prohibits employees and visitors from carrying weapons on City property, which is also prohibited in the Illinois Firearms Concealed Carry Act. Additionally, City Officials are prohibited from carrying weapons while acting on behalf of the City, even where firearms are allowed. Police officers authorized to carry weapons are listed as an exception in this policy.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approving the policy.

ALTERNATE CONSIDERATION

Not approving the policy would be an alternate consideration.

CITY POLICY ON WEAPONS

PURPOSE:

The City of Darien strives to maintain a safe workplace environment for its employees and visitors. Workplace safety is enhanced by adopting this “No-Weapons” Policy.

APPLICABILITY:

This Policy applies to (A) all officials, employees, consultants, agents, and others who work for or with the City at all times while on or in City Property, whether on duty or off duty, and contractors and vendors, and their personnel, when engaged in work for or business with the City (“City Officials”); and (B) all clients, guests, and other persons who are not City Officials. See the definitions of “*City Officials*,” “*City Property*,” and “*Visitor*” under DEFINITIONS.

DEFINITIONS:

“*City Officials*” mean all officials, employees, consultants, agents, and others who work for or with the City at all times while on or in City Property, whether on duty or off duty, and contractors and vendors, and their personnel, when engaged in work for or business with the City.

“*City Property*” means every building and property, or portion of a building or property, owned or leased by or otherwise under the control of, the City. “*City Property*” also means every City-owned or leased vehicle.

“*Tools*” means devices commonly recognized as tools useful for City purposes, when being used for City purposes or kept in their usual storage location.

“*Visitor*” means every person other than a City Official, as described in phrase (B) under APPLICABILITY.

“*Weapon*” means:

- Knives, except that the following knives are not prohibited: common kitchen knives such as dinner knives, steak knives, and carving knives, but only in kitchen and break room areas; and (ii) common folding pocket knives with no blade longer than three (3”) inches.
- Devices from which a projectile can be fired, but not including Tools as defined in this Policy.
- Electronic devices such as stun guns and laser guns.
- Firearms of all types and sizes, whether loaded or unloaded.

- Clubs and any other instrument or object that can be used in a club-like manner and the presence of which poses a reasonable risk to others, but not including Tools as defined in this Policy.
- Any device designed primarily for a destructive purpose, but not including Tools as defined in this Policy.

WEAPONS PROHIBITED:

A. City Officials. Except as provided under EXCEPTIONS, no City Official may wear, carry, store, transport, or otherwise possess a Weapon at any time in or on City Property or while performing any duties for or on behalf of the City.

Examples of prohibited times and places include, but are not limited to, the following:

- performing work for the City at any location including private residences and commercial establishments and other customer or client locations;
- driving or riding as a passenger in a City vehicle;
- attending trade shows, conferences, or training on behalf of the City;
- attending City directed or sponsored activities or events (intended for City employees only and not the general public) independent of venue;
- riding any type of mass transit while on City business;
- working off-site on behalf of the City (excluding the employee's residence); and
- performing emergency or on-call work for the City after normal business hours and on weekends.

B. Visitors. Except as provided under EXCEPTIONS, no Visitor may wear, carry, store, transport, or otherwise possess a Weapon in or on City Property at any time (see Parking Lots below for further information).

C. Use of Private Vehicle. No City employee may use a privately owned vehicle for City business if that vehicle contains a firearm of any type or size, whether loaded or unloaded.

EXCEPTIONS:

A. Police Officers and Other Designated Personnel. City police officers and other City employees who have been specifically designated or deputized may possess their work-authorized Weapons. Police officers or similar law enforcement officers from other departments or agencies may possess their work-authorized Weapons while engaged in official duties.

B. Governmental. A state or federal governmental employee may possess his or her work-authorized Weapons if engaged in official duties and required by law or regulation to possess a Weapon.

C. Parking Lots. A City Official or Visitor may keep a Weapon in his or her personal vehicle properly parked and locked in a City parking lot or parking area, so long as the Weapon is kept (1) in compliance with all applicable federal and State laws and regulations; (2) entirely out of sight; and (3) if a firearm, so long as the City Official or Visitor is properly licensed and the firearm is unloaded and locked in a glove box, trunk, or other secured container.

INSPECTIONS:

City representatives may inspect or search any workplace area and any City Property, at any time, for the presence of a Weapon.

VIOLATIONS:

Any violation of this Policy by a City Official will subject the City Official to severe discipline, up to and including termination.

Any violation of this Policy by a Visitor will subject the Visitor to removal from City Property, prohibition from returning to any City Property, and arrest.

CONCEALED CARRYING PROHIBITED:

All City Property is a “prohibited area” under Section 65 of the Illinois Firearms Concealed Carry Act and thus, concealed carrying in or on any City Property is not authorized by Illinois law. Accordingly, and in all events, concealed carrying is not an exception to this Policy.

RESPONSIBILITY:

All City employees shall have the responsibility of familiarizing themselves with this Policy and adhering to it.

Any City Official who sees or perceives a violation of this Policy must report that violation to his or her Department Director or, in the Director’s absence, to the City Manager or, in an emergency, to the Police Department.

No person should take any action that will risk his or her safety or the safety of others. No person should attempt to restrain or forcibly evict an individual with a Weapon from City premises. Instead, a person may inform that individual of this Policy and ask for compliance.

If that individual does not comply, then the person should contact the Police Department immediately.

APPROVED BY:

Original Effective Date: December 30, 2013

AGENDA MEMO
Police Committee
February 18, 2014

ISSUE STATEMENT

A resolution authorizing the City Administrator to purchase crime mapping software from Public Engines in an amount of \$5,518.20.

BACKGROUND/HISTORY

Last year the police department began using crime mapping software, which is used to provide maps to residents indicating the types of crimes occurring in the City of Darien and showing the locations. The City was using a trial of a free program initially, but the free software had limited capabilities. Internally within the department, it did not allow us to print or track officers and was not user friendly. This is important because information is difficult to distribute at roll call, and it is not user friendly. Externally for residents, it cannot provide alerts for residents; only provide a list when you actively go to the site.

This new software, offered by Public Engines, is better and offers additional capabilities. Officers will be able to print and distribute information, particularly at roll call. An online training opportunity is include and will allow officers to keep up to date on the capabilities of the program. Residents will gain the ability to receive alerts on crimes near their home; they can program an area and receive alerts on updates to the system.

The software by Public Engines is currently offered at a rate of \$5,518.20, discounted from \$6,399. This discounted pricing will expire if not approved by March. The funds for this purchase are not in the budget, but the purchase is made possible because of seizure money from the officer the City of Darien has sent to work as a task force officer.

STAFF/COMMITTEE RECOMMENDATION

Staff recommends approving the purchase.

ALTERNATE CONSIDERATION

Not approving the purchase would be an alternate consideration.

AGENDA MEMO
Police Committee
February 18, 2014

ISSUE STATEMENT

Approval of an ordinance authorizing the disposal of surplus property.

BACKGROUND/HISTORY

Staff is requesting that the following property be declared as surplus property and auctioned using an on-line auction service "Public Surplus" or disposed of.

	ITEM	EXPLANATION
1	HP Laser Jet P3005DN Printer w/power cable.	Broke, no longer useful to City
2	Galls Wireless Receiver and Transmitter RH92. Frequency 171.105. Two transmitter, 3 receivers and parts. 3 Wireless transmitter holders by G & G.	No longer useful to City
3	Sony Microcassette Recorder M-629V	No longer useful to City
4	1 Glock Uncle Mike's Side Kick Holster Size 25	No longer useful to City
5	(2) PR24 Holders	No longer useful to City
6	TASER X26 Holster	No longer useful to City
7	Porta clip radio holder for HT Motorola	No longer useful to City
8	Leather Police Jacket size 42L.	No longer useful to City
9	8GB Apple Ipod S/n CCQHRSYFDNQW	From Property Room
10	(3) Misc. earrings, appear broken	From Property Room
11	White Ipod s/n CCQGMY3PDNQW	From Property Room
12	Black folding knife "POLICE"	From Property Room
13	Siler color "SISTERS" ring	From Property Room

STAFF/COMMITTEE RECOMMENDATION

Based upon the above information, staff recommends that the items listed above be declared surplus property and be auctioned or disposed of.

ALTERNATE CONSIDERATION

Not approving this ordinance at this time would be an alternate consideration.

DECISION MODE

If approved by the Committee, this item will be placed on the March 3, 2014 City Council Agenda for formal Council approval.

CITY OF DARIEN

Police Department

POLICE PERIOD REPORT

1st Period 2014

January 2014

Professionalism

Integrity

Respect

Compassion

Inside This Issue

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DEPARTMENT HIGHLIGHTS

January 2014

DETECTIVES/INVESTIGATION

For shift period 1, which covers the time frame of January 13, 2014 to February 9, 2014, we had the following notable activity:

Hinsdale South High School Reports

Theft - 5
Battery - 1
Harassment - 0
Robbery - 0
Graffiti - 0
Drug Equipment - 1
Medical - 1
DOC (Disorderly Conduct) - 1

Situational Awareness

The Detectives and Crime Analyst have been working on an analysis of an emerging crime trend related to motor vehicle burglary incidents. During this shift period there were 12 reports; 9 actual burglaries to motor vehicles and 3 attempts. The location of occurrence is almost exclusively in zone 1 and bordered between Clarendon Hills Rd., Cass Ave., 67th St., and 75th St. We have identified a previous known burglar who has returned to Darien and resides within the location of occurrence. The M.O. is also similar to our suspect. We have been in contact with his Parole Agent, and based on information provided, the Parole Agent has removed the individual from Darien with instructions that he cannot return or be at the residence he was residing. Detectives will continue to monitor trending crime patterns.

PLEASE LOCK YOUR VEHICLE AND REMOVE ANY VALUABLES FROM PLAIN VIEW WHEN PARKING YOUR CAR, EVEN IN YOUR OWN DRIVEWAYS.

Licensed Liquor Establishments Compliance Checks

Detectives assisted the Illinois Liquor Control Commission with compliance checks of local retailers and restaurants that sell alcohol. Two 18-year olds were brought in to assist in the compliance checks. There were 18 establishments checked. Of those checked, four (4) sold alcohol to the minor. The locations that sold were Carriage Greens, Jewel, Darien Pantry, and Speedway (103rd/Lemont). The clerks were cited on local ordinance with selling alcohol to a minor and will have a future court date at Downers Grove Field Court. The establishment was also cited by the Liquor Commission and will receive a monetary fine to suspension of their liquor license, depending on previous violations.

NEW HIRES

Detectives are conducting background checks on police applicants for an anticipated hire for the March 31, 2014, Suburban Law Enforcement Academy at the College of DuPage. The new hire would replace the vacancy created by the recent retirement of Sgt. David Stock. Detectives are also completing background checks on perspective police auxiliary candidates. We have also completed hiring and some training for two of the three persons selected to fill the Community Services Officer position that became vacant as a result of the retirement of CSO Sarah Falco.

OFFENDER APPREHENSIONS

There was a suspect, who we believe, committed several robberies within the City of Darien. Each of the robberies was conducted at a local gas station and involved the use of, or implied, force to complete the robbery. No weapons were used. Darien beat officers and Detectives working in concert with other agencies, including the Illinois State Police, were able to affect the arrest of one subject who has been charged with two of the robberies. The Detectives are seeking a witness from the initial robbery, prior to leveling charges. There is video surveillance evidence that may support clearance of the third case as well.

Detectives also obtained an arrest warrant and arrested a different subject and charged him with burglary to a motor vehicle. The subject was arrested based upon evidence recovered at the scene that resulted in his identification and apprehension.

TASK FORCE OFFICER

Having a Task Force Officer is a unique experience in Darien. Our officer was assigned to a federal Drug Enforcement Administration task force last March. Based upon the nature and caliber of offenders that the task force pursues, we do not share the name of that officer. Having said that, I have received several calls from the Assistant Special Agent in Charge (ASAC) informing the Darien Police Department that our officer has performed exceptionally well and is a credit to our agency, the selection process and most assuredly to him. As an added reflection of the caliber of the work being done, the group (team) to which our officer is assigned, was recently nominated for and received an award for "Outstanding Investigative Effort". This is remarkable, since our officer has also found time to investigate local narcotics trafficking resulting in arrests, firearm recovery, the recovery of narcotics and monies that will be forfeited. Further, we have received five award letters of seized monies to be awarded to the Darien Police Department, based upon the enforcement effort by our Task Force Officer, and other members of his team.

FIREARMS

The firearms simulator that was approved by the City Council during the last budget has been purchased, and all of our range officers have been fully trained on the equipment. This equipment, although working in a very similar fashion to a video game, is far more than just a game. The merit in this system is that it provides a judgment and context based training platform that can support effective training, should our firearms training ever be called into question. We will shortly be inviting the Police Committee and later the full council to participate in a simulation drill and post incident evaluation.

SENIOR CITIZENS

As of this report, the Midwest area has endured twenty days of sub-zero weather. The normal for this time of year is seven (7) days, so we have amply exceeded the norm. These weather extremes pose an all too real and critical danger to senior citizens, who may be living independently. With that said, I implore each of you to check on your neighbors who are seniors. We want to ensure that there is sufficient

heating and that they have ample supplies, and if not place them in touch with the correct resources. If you become aware of a senior citizen in imminent danger or in need of immediate assistance, please dial 911. If the danger is not immediate, please reach out to our senior services officers at 630-971-3999 or mliska@darienil.gov or lrenner@dareinil.gov.

WINTER SNOW REMOVAL/COMMON SENSE IDEAS

Like the cold weather, this year's snowfall has been frustrating for most of us. Despite continued downpours and talks of salt shortages, our Public Works Department has done an admirable job keeping up with the snowfall. Since it is early in the winter, and unfortunately, we are likely to experience added snowfall, here are some hints that will help us all:

- It is a violation of city ordinance to shovel snow from your walkway or driveway back into the public street or public way.
- If your car is parked at curbside and you recognize that it will impede the snow plows, please move it.
- With freezing temperatures accompanying snow falls, often times there will be ice beneath newly fallen snow that creates enormous driving hazards, please SLOW DOWN.
- Should the temperature remain consistently sub-zero, in order to ensure that your pipes don't freeze, it is advisable that when you are home to allow the water to run.

CRIME PREVENTION

As we begin the New Year, we must all re-focus our effort on eliminating the opportunity for a crime to occur. As you have seen, the Darien Police Department is as committed to prevention as we are to apprehension. The greatest advantage to prevention is that no one can become a victim if we can prevent a crime from occurring in the first place. We will continue to engage in the activities that we know are likely to have an impact, such as:

- Our "clean car campaign" designed to remind our citizens to lock their cars and remove valuables - this prevents burglary to motor vehicles.
- We will continue to staff Darien Community Park in a manner that prevents inappropriate behavior.
- We will continue to distribute our burglary prevention flyers and door hanger information signs.
- We will continue to work with probation and parole to more closely monitor certain levels and types of offenders, with curfews, geographic restrictions and electronic monitoring.
- We will continue to develop lists and distribute them to our officers for recognition of our most problem individuals.
- We will continue to work with property managers in order to identify the tenants who create problems on Darien streets.
- We will continue to solicit input and participation from our citizens on a wide array of topics and problems.

What we would like in terms of assistance from our citizenry:

- When you see something suspicious - call 911
- Join one of the local action sub-committees
- Be preventive, lock the doors to your cars and residences
- Don't telegraph your absence from home

- Don't leave valuables in plain view
- Don't admit unsolicited salespeople into your residence.

Together, WE CAN continue to make Darien the safest city in the country.

RESIDENTIAL BURGLARY

During the 1st police period, we experienced one (1) residential burglary. That figure though very nice should not be taken as a victory. The unusually cold weather caused many people to remain at home and as such many of the opportunities for burglary incidents did not exist. The weather coupled with highly aggressive patrols likely allowed us to see this result. With that said, we are guaranteed that this cold snap will not go on indefinitely and we must be prepared for the criminal element as the weather changes. The tips included above will aid us in achieving the goal of a 20% reduction in burglaries for calendar year 2014.

STATISTICS

1st Period 2014

Offense and Incident Report Statistics

Type	Jan 2014	Jan 2013	Jan 2012	Percent Change	YTD 2014	YTD 2013	YTD 2012	Percent Change
Assault	0	1	0	-100%	0	1	0	-100%
Burglary	1	2	1	-50%	1	2	1	-50%
Criminal Damage	1	8	7	-87.5%	1	8	7	-87.5%
Criminal Trespass	0	0	0	NC	0	0	0	NC
Disorderly Conduct	3	6	1	-50%	3	6	1	-50%
Domestic Violence	12	22	12	-45.4%	12	22	12	-45.4%
Drug Offense	3	5	7	-40%	3	5	7	-40%
Theft	13	6	9	+116.6%	13	6	9	+116.6%
Robbery	2	0	0	NC	2	0	0	NC
BMV	9	4	0	+125%	9	4	0	+125%
CSA	0	0	0	NC	0	0	0	NC
Battery	7	3	2	+133.3%	7	3	2	+133.3%
DUI	1	7	8	-85.7%	1	7	8	-85.7%
TOTAL	52	64	47	-18.75%	52	64	47	-18.75%

Key Statistics

Type	1st 2014	1st 2013	1 st 2012	Percent change	YTD 2014	YTD 2013	YTD 2012	Percent Change
Events Created	2232	1330	2124	+67.8%	2232	1330	2124	+67.8%
911 calls	484	451	427	+7.3%	484	451	427	+7.3%
Domestic calls	16	36	24	-55.5%	16	36	24	-55.5%
Loud party	1	3	1	-66.6%	1	3	1	-66.6%
Adult Arrest	66	82	89	-19.5%	66	82	89	-19.5%
Juvenile Arrest	3	20	6	-85%	3	20	6	-85%
Business checks	67	81	244	-17.3%	67	81	244	-17.3%
Lock out	31	24	28	+29.2%	31	24	28	+29.2%
House Checks	13	31	45	-58%	13	31	45	-58%
Assist Other Agency	2	4	3	-50%	2	4	3	-50%
Motorist Assists	50	35	37	+42.9%	50	35	37	+42.9%
Suspicious Activity	41	53	58	-22.6%	41	53	58	-22.6%
School Visitation	45	NR	NR	NR	45	NR	NR	NC
School Presentation	2	NR	NR	NR	2	NR	NR	NC
Park Duties	NR	NR	NR	NR	NR	NR	NR	NC
Community Engagement	61	NR	NR	NR	61	NR	NR	NC
Warrants	5	10	37	-50%	5	10	37	-50%

Arrests

	Jan 2014	Jan 2013	Jan 2012	Percent change 2012- 2014	YTD 2014	YTD 2013	YTD 2012	Percent Change 2014- 2012
Number of Arrests:	66	82	89	-19.5%	66	82	89	-19.5%
	<i>Charges Filed:</i>							
Battery	1	2	0	-50%	1	2	0	-50%
Domestic Battery	0	5	3	-100%	0	5	3	-100%
Theft	0	0	3	NC	0	0	3	NC
Retail theft	7	0	2	NC	7	0	2	NC
Drug offenses	4	6	6	-33.3%	4	6	6	-33.3%
Illegal possession of alcohol by a minor	0	0	0	NC	0	0	0	NC
Illegal consumption of alcohol By a minor	1	1	2	NC	1	1	2	NC
DUI	1	7	8	-85.7%	1	7	8	-85.7%
Illegal transportation of liquor	1	0	0	NC	1	0	0	NC
Disorderly conduct	0	1	1	-100%	0	1	1	-100%
TOTAL	15	17	25	-11.8%	15	17	25	-11.8%

Actual 911 Calls by Shift

Shift	Dispatched	Time	Conversion to Hours	% of Total 911	% of Total Time
Day Shift	190	11616.90	193.6	39.3%	35.5%
Afternoon	212	14502.55	241.7	43.8%	44.2%
Midnights	48	5670.24	94.5	9.9%	17.3%
Mini-Mids *	34	976.29	16.3	7.0%	3.0%
Totals	484	32765.89	546.1	100%	100%

Officer Statistics

Officer Statistics							
Officer	Patrol Shifts Worked	Citations	Traffic Warnings	Self-Initiated	Traffic Stops	911 Calls	Average 911 Per Day
<i>First Shift – Mids</i>							
Sgt. Topel	20	0	0	44	1	1	.05
Ofc. Stutte	20	4	9	111	13	4	.2
Ofc. Kosieniak	18	0	1	122	2	14	.77
Ofc. Renner	18	4	13	113	15	17	.94
Ofc. DeYoung	19	0	2	79	2	17	.89
Ofc. Jump	17	4	5	90	9	20	1.17
Totals	112	12	30	559	42	73	.65
<i>Second Shift – Days</i>							
Sgt. Rentka	17	0	0	22	1	1	.05
Sgt. Liss	20	0	0	25	1	3	.15
Ofc. Liska	20	1	6	44	7	40	2
Ofc. Foyle-Price	19	16	6	130	15	37	1.94
Ofc. Hellmann	19	3	7	120	9	29	1.52
Ofc. Yeo	5	3	1	9	1	10	2
Ofc. Simek	19	4	6	143	11	26	1.36
Ofc. Rumick	14	0	8	48	8	24	1.71
Ofc. Milazzo	19	4	7	78	9	30	1.57
Totals	152	31	41	619	62	200	1.31
<i>Third Shift – Afternoons</i>							
Sgt. Piccoli	20	0	0	13	0	8	.4
Sgt. Greenaberg	20	0	0	40	12	7	.35
Ofc. Murphy	19	2	5	63	7	30	1.57
Ofc. Lorek	20	23	8	67	20	30	1.5
Ofc. Bischoff	15	0	3	40	4	31	2.06
Ofc. Hruby	20	0	1	8	4	7	.35
Ofc. Zimny	19	4	17	144	20	41	2.15
Ofc. Camacho	20	4	4	53	19	32	1.6
Ofc. Skweres	19	1	2	142	2	25	1.31
Ofc. Keough	16*	FMLA	FMLA	FMLA	FMLA	FMLA	FMLA
Totals	172	34	40	570	88	211	1.22

*Officer Keough's days worked were deducted because he did not work in the field.

911 1ST PERIOD THREE YEAR CALL TREND

SHIFT	2012	%	2013	%	2014	%
DAYS	199	46.2%	162	35.2	190	39.2%
AFTERNOON	180	41.8%	226	49.0%	212	43.8%
MIDNIGHTS	51	11.8%	73	15.8%	48	9.9%
MINI-MIDS.	33	7.6%	31	6.7%	34	7.0%
TOTAL	430		461		484	

In law enforcement, like most other business ventures, when we look at data we seek not only to look at the raw data, but we seek to identify how data is trending. When we look at the trend for 911 calls over a three year period we see the following:

- Overall there is a 12.5% increase in the volume of 911 calls.
- 911 call distribution by shift remains fairly consistent
- The portion of the midnight shift framed by 0200-0700 continues to represent the smallest call volume
- The afternoon shift represents the largest percentage of 911 call volume.