



WHERE HISTORY & PROGRESS MEET

## NOTICE

### PUBLIC AFFAIRS COMMITTEE

**Monday, June 25, 2018**  
**7:30 A.M. – Council Chambers<sup>1</sup>**

### AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
  - A. Public Affairs Committee of May 29, 2018
3. Public Participation / Presentations
4. Items for Consent
  - A. Ordinance No. 18-O-0035 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned By the City Of West Chicago
  - B. West Chicago Community High School – Homecoming Parade
  - C. Wheaton Academy – Homecoming
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
  - A. West Chicago Police Department Monthly Report
  - B. Demonstration of Crime Reports
9. Adjournment

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<sup>1</sup> Note meeting time is in the morning.

## **DRAFT**

## **MINUTES**

### **PUBLIC AFFAIRS COMMITTEE**

**Tuesday May 29, 2018 7:00 P.M.**

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

Chairman Chassee called the meeting to order at 7:00pm. Roll Call found Hallett, Garcia, Birch Ferguson and Meissner.

Alderman Brown arrived at 7:10 p.m. and Gagliardi was not present.

2. **Approval of Minutes.**

**A. Public Affairs Committee Minutes of April 23, 2018.** Alderman Hallett made a motion, seconded by Alderman Garcia to approve the minutes of the Public Affairs Committee meeting with no changes. Voting Aye: Chairman Chassee, Alderman Hallett, Garcia, Birch Ferguson and Meissner. Voting Nay: 0. Motion carried.

3. **Public Participation / Presentations.**

4. **Items for Consent.**

**A. Ordinances No. 18-O-0019 - Revisions to Tobacco Sales Ordinance.** Alderman Meissner made a motion, seconded by Alderman Garcia to direct version 3 of this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Hallett, Garcia, Birch Ferguson and Meissner.

**B. Railroad Days – Western DuPage Chamber of Commerce.** Alderman Birch Ferguson made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Hallett, Garcia, Birch Ferguson and Meissner. Voting Nay: 0. Motion carried.

**C. Back-to-School Fun Run – Health West Chicago.** Alderman Birch Ferguson made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Hallett, Garcia, Birch Ferguson and Meissner. Voting Nay: 0. Motion carried.

**D. Mexican Independence Day – Mexican Cultural Center.** Alderman Birch Ferguson made a motion, seconded by Alderman Hallett to direct this item to City Council for approval. Voting Aye: Chairman Chassee, Alderman Hallett, Garcia, Birch Ferguson and Meissner. Voting Nay: 0. Motion carried.

**5. Items for Discussion.**

A. Vote to have meetings at 7:30 a.m. for the months of June, July and August. The Committee unanimously voted in favor to have the meetings at 7:30 a.m. for the months of June, July and August.

B. Proposed 2019 Ride DuPage Pilot Program. The Committee unanimously gave direction to staff to move forward with scenario 2 of the presented item.

**6. Unfinished Business.**

**7. New Business.**

**8. Reports from Staff.**

A. West Chicago Monthly and Annual Police Report

**9. Adjournment.** Alderman Brown made a motion to adjourn, seconded by Alderman Garcia. The motion was approved by voice vote, and the meeting adjourned at approximately 7:29pm.

Respectfully submitted,

Yahaira Bautista  
Administrative Assistant to Chief of Police  
West Chicago Police Department



## CITY OF WEST CHICAGO

### PUBLIC AFFAIRS COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Ordinance No. 18-O-0035 – Authorizing the Disposal of Surplus Equipment, Stock Inventory, and/or Personal Property Owned By the City Of West Chicago

**AGENDA ITEM NUMBER:** 4.A.

**COMMITTEE AGENDA DATE:** June 25, 2018

**COUNCIL AGENDA DATE:** July 2, 2018

**STAFF REVIEW:** Michael Uplegger, Chief of Police

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR:** Michael L. Guttman

**SIGNATURE** \_\_\_\_\_

**ITEM SUMMARY:**

City staff has identified surplus equipment, stock inventory, and/or personal property that has no useful life and is no longer useful to the City, has little or no salvage value, and should be properly disposed of (please refer to Ordinance No. 18-O-0035 and Attachment "A" for additional information).

Therefore, staff is requesting that these items be declared surplus so that they may be disposed of through the City's contractual waste hauler, recycled, donated, or sold to a local scrap dealer for scrap value; in a manner deemed appropriate by the City Administrator, with or without consideration.

**ACTIONS PROPOSED:**

Staff recommends adoption of Ordinance No. 18-O-0035.

**COMMITTEE RECOMMENDATION:**

**ORDINANCE NO. 18-O-0035**

**AN ORDINANCE AUTHORIZING THE DISPOSAL OF SURPLUS EQUIPMENT,  
STOCK INVENTORY, AND/OR PERSONAL PROPERTY OWNED BY THE  
CITY OF WEST CHICAGO**

WHEREAS, in the opinion of the corporate authorities of the City of West Chicago, it is no longer necessary or useful to or for the best interests of the City of West Chicago, to retain ownership of the surplus equipment, stock inventory, and/or personal property hereinafter described; and,

WHEREAS, it has been determined by the City Council of the City of West Chicago to properly dispose of said surplus equipment, stock inventory, and/or personal property.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Illinois, in regular session assembled as follows:

SECTION 1. Pursuant to 65 ILCS 5/11-76-4, the City Council of the City of West Chicago finds that the surplus equipment, stock inventory, and/or personal property listed on Attachment "A" are no longer necessary or useful to the City of West Chicago and the best interests of the City of West Chicago will be served by their disposal.

SECTION 2. Pursuant to said Statute, the City Administrator is hereby authorized and directed to dispose of the aforementioned surplus equipment, stock inventory, and/or personal property in any manner deemed appropriate, with or without consideration.

SECTION 3. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

SECTION 4. That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this 2<sup>nd</sup> day of July 2018.

Alderman J. Beifuss \_\_\_\_\_

Alderman L. Chassee \_\_\_\_\_

Alderman J. Sheahan \_\_\_\_\_

Alderman H. Brown \_\_\_\_\_

Alderman A. Hallett \_\_\_\_\_

Alderman Ferguson \_\_\_\_\_

Alderman Birch Ferguson \_\_\_\_\_

Alderman S. Dimas \_\_\_\_\_

Alderman K. Meissner \_\_\_\_\_

Alderman M. Garling \_\_\_\_\_

Alderman R. Stout \_\_\_\_\_

Alderman G. Garcia \_\_\_\_\_

Alderman N. Ligino-Kubinski \_\_\_\_\_

Alderman B. Gagliardi \_\_\_\_\_

APPROVED as to form: \_\_\_\_\_  
City Attorney

APPROVED this 2<sup>nd</sup> day of July 2018.

\_\_\_\_\_  
Mayor Ruben Pineda

ATTEST:

\_\_\_\_\_  
City Clerk, Nancy M. Smith

PUBLISHED: \_\_\_\_\_

**DOCKING STATIONS**

<u>SERIAL NUMBER</u>	<u>BRAND</u>	<u>DESCRIPTION</u>
P302296	LEDCE	PANASONIC DOCKING STATION
P302302	LEDCE	PANASONIC DOCKING STATION
P302371	LEDCE	PANASONIC DOCKING STATION
P302372	LEDCE	PANASONIC DOCKING STATION
P302370	LEDCE	PANASONIC DOCKING STATION
P302790	LEDCE	PANASONIC DOCKING STATION
P302365	LEDCE	PANASONIC DOCKING STATION
P302303	LEDCE	PANASONIC DOCKING STATION
P302374	LEDCE	PANASONIC DOCKING STATION
P302295	LEDCE	PANASONIC DOCKING STATION
P302301	LEDCE	PANASONIC DOCKING STATION
CMD102	HAVIS	DOCKING STATION BRACKET
BAK092512039381	PANASONIC	iKEY KEYBOARD

**MOTOROLA**

UNKNOWN	MOTOROLA	6 - IN-CAR MICROPHONES
UNKNOWN	MOTOROLA	3 - SPECTRA RADIO CONTROL DISPLAY
617AUC1336	MOTOROLA	SPECTRA - CONTROL UNIT
617AXS0114	MOTOROLA	SPECTRA - CONTROL UNIT
617AVE0251	MOTOROLA	SPECTRA - CONTROL UNIT
617AVE0250	MOTOROLA	SPECTRA - CONTROL UNIT
2697	HSN4018	SPEAKER
3295	HSN4018	SPEAKER
494	HSN4018	SPEAKER
7368EG3206	MOTOROLA	VRM850 RADIO
7368EJ0674	MOTOROLA	VRM850 RADIO
7368EG3202	MOTOROLA	VRM850 RADIO
7368EG3197	MOTOROLA	VRM850 RADIO
7368EG3192	MOTOROLA	VRM850 RADIO
7368EG3215	MOTOROLA	VRM850 RADIO
7368EG3218	MOTOROLA	VRM850 RADIO
7368EG3201	MOTOROLA	VRM850 RADIO

**LO JACK**

9902074	LO JACK	MODULE AND DISPLAY UNIT
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**FEDERAL SIGNAL**

93260	PA 300	ELECTRONIC SIREN WITH MIC
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**WHELEN**

63951	UPS-64C	POWER SUPPLY
53167	UPS-64C	POWER SUPPLY

**MISCELLANEOUS**

NONE	NONE	1- 21 GALLON PLASTIC CONTAINER OF MISC WIRES
NONE	NONE	1 - 21 GALLON PLASTIC CONTAINER VARIOUS METAL BRACKETS
NONE	NONE	2 - GRAY METAL GRATES FOR VEHICLE PARTITION
NN0034315	V-CON CODE 3	PUBLIC ANNOUNCEMENT (PA) WITH MIC
AN060610051	DSP 220	CAMERA HEAD
OS40093100180	UNKNOWN	CAMERA HEAD
NONE	NONE	10 GARAGE DOOR OPENERS - ONE BUTTON
2404100226	MENTOR	POWER SUPPLY
2404110463	MENTOR	POWER SUPPLY
2404110466	MENTOR	POWER SUPPLY
NONE	CODE 3	6 - MISC INTERIOR LED LIGHTS WITH WIRES
NONE	CODE 3	8 - MISC EXTERIOR LED LIGHTS WITH WIRES
NONE	CODE 3 - C3100	2 - SIRENS
I8TA10075	PANASONIC	CONTROL MODULE
NONE	UNKNOWN	2 - METAL CENTER CONSOLES
NONE	X-PAK 604	POWER SUPPLY
NONE	SUPER PAK 906	POWER SUPPLY
NONE	i-COM	MICROPHONE WITH WIRE
		1 - 21 GALLON PLASTIC CONTAINER VARIOUS METAL BRACKETS
		1 - INTERIOR PARTITION INCLUDING METAL BRACKETS



## CITY OF WEST CHICAGO

### Public Affairs Committee AGENDA ITEM SUMMARY

**ITEM TITLE:**

Homecoming Parade  
West Chicago Community High School  
September 14, 2018

**AGENDA ITEM NUMBER:** 4. B.**FILE NUMBER:** \_\_\_\_\_**COMMITTEE AGENDA DATE:** June 25, 2018**COUNCIL AGENDA DATE:** \_\_\_\_\_**STAFF REVIEW:** Tom Dabareiner**SIGNATURE**  \_\_\_\_\_**APPROVED BY CITY ADMINISTRATOR:****SIGNATURE** \_\_\_\_\_**ITEM SUMMARY:**

West Chicago Community High School requests permission to hold a Homecoming Parade on Friday, September 14, 2018 from 12:45 p.m. until approximately 2:00 p.m. The proposed parade route is noted in the attached permit application. A request has also been made for Police and Fire District vehicles to accompany Community High School vehicles in the parade.

**ACTIONS PROPOSED:**

Recommend event for approval as proposed.

**COMMITTEE RECOMMENDATION:**



# City of West Chicago SPECIAL EVENT PERMIT APPLICATION

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



PERMIT NO. \_\_\_\_\_

## Special Event Permit Application

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

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

### Submittal Checklist

1. Completed and signed Special Event Application
  - ☐ Intent to Meet Insurance Requirements
  - ☐ Section 1 – General Information
  - ☐ Section 2 – Narrative
  - ☐ Section 3 – Permits
  - ☐ Section 4 – Site Plan and/or Route Map
  - ☐ Section 5 – Task List and Due Dates
  - ☐ Section 6 – Hold Harmless Agreement
  
2. Completed and signed applications(s) for other permits(s) (See Section 3)
  - ☐ Carnival Permit Application - \$50 per employee
  - ☐ Fireworks Permit Application – \$125 (Check made payable to the West Chicago Fire Protection District)
  - ☐ Building Permit Application (temporary tents – see min. requirements) - \$50
  - ☐ Raffle Registration Application – requires separate application
  - ☐ Temporary Liquor License Application – requires separate application
  - ☐ Temporary Food Service Permit (DuPage Co. Health Dept. 630-682-7979)

### FOR OFFICE USE ONLY

Received: 05/15/18

Fee Paid: \$ N/A

Receipt # N/A

Check # N/A

Event Acknowledgement Form returned by:

Police Dept. \_\_\_\_\_ Fire Dist. \_\_\_\_\_ PW \_\_\_\_\_ Park Dist. \_\_\_\_\_

☒ Background checks completed by Police Dept.

Date N/A

☒ DuPage Co. Health Department notified

Date N/A

☐ Certificate of Insurance received and approved

Date \_\_\_\_\_

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

*Must be returned prior to application review by City staff*

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

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

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

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

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

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

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

I, Marc Wolfe, representing WCCHS/District 94  
(print name of authorized person) (organization)

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

Marc Wolfe  
(signature)

5/7/18  
(date)

West Chicago Homecoming Parade  
(name of event)

9/14/18  
(date of event)



## SECTION 1 – GENERAL INFORMATION

Name of Event: West Chicago Community H.S. Homecoming Parade  
Type of Event:

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

☐ Other \_\_\_\_\_

Location of Event: Start WCCHS → Around Lemmon MS → Back to WCCHS

Date(s) of Event: 9/14/18 Hours of Event: 12:45pm to 2:00pm Est. Attendance: 2,000

Event Website: www.d94.org

Purpose of event: Homecoming Celebration

Name of Sponsoring Organization(s): Community High School District 94

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

Contact person from sponsoring organization: Marc Wolfe

Organizer address: 326 Joliet Street

City/State/Zip: West Chicago, IL 60185 Phone: 630-876-6340

Cell Phone: 708-699-1627 E-mail: mwolfe@d94.org

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

1<sup>st</sup> Contact: Marc Wolfe Phone: 708-699-1627

2<sup>nd</sup> Contact: Pete Martino Phone: 630-876-6331

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

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

NONE

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

N/A

## SECTION 2 – NARRATIVE

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

**Narrative for Special Event Permit  
City of West Chicago  
May, 2018**

Community High School – District 94 respectfully requests the permission of the City of West Chicago to hold its annual Homecoming Parade on Friday, September 14, 2018. The Homecoming Parade is the culmination of a number of competitions and activities hosted during the Homecoming week by various teams, clubs, and classes. All activities, teams, and student council “classes” are encouraged to build floats and participant in this Homecoming tradition.

The parade begins at the H entrance of the high school (South East corner: Joliet St. and Ann St.) and proceeds through the streets of West Chicago (see attached map) making a loop around Leman Middle School, passing two elementary schools, and finally arriving back at the High School. In this way, the teams and clubs can share their “Wildcat Spirit” with the children who will one day be part of the High School student body.

In years past, the police and fire departments have led this parade with their vehicles. We are requesting that they do the same this year.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Marc Wolfe". The signature is fluid and cursive, with the first name "Marc" being more prominent than the last name "Wolfe".

Marc Wolfe  
Director of Student Activities



### SECTION 3 – PERMITS

Will your event include a carnival? ☐ Yes ☒ No

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

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

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

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

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

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

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

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

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

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

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

Are you requesting services from these departments?

☒ Police ☒ Fire District / Paramedics ☐ Public Works

Specify services: We are requesting that departments send personnel and vehicles to accomodate and accompany floats, vehicles, and parade walkers.

Will you be utilizing any of the following services?

☐ Water ☐ Electric/Generator ☐ Other N/A

## SECTION 4 – SITE PLAN AND/OR ROUTE MAP

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

*If applicable, the following must be included:*

Location of garbage receptacles (G)	Location and number of barricades (B)
Location of toilets (T)	Location of fire lane (FL)
Location of hand washing sinks (HWS)	Location of fire extinguishers (FE)
Location of retail vendors (RV)	Public entrances and exits (PE)
Location of food vendors (FV)	Location of "No Firearms" signage (NF)
Location of first aid (FA)	Location of sound stages and amplified sound (S)
	Location of residential streets surrounding event

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

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

*See attached map*

Would you like to request the closing of City streets?

☒ Yes ☐ No

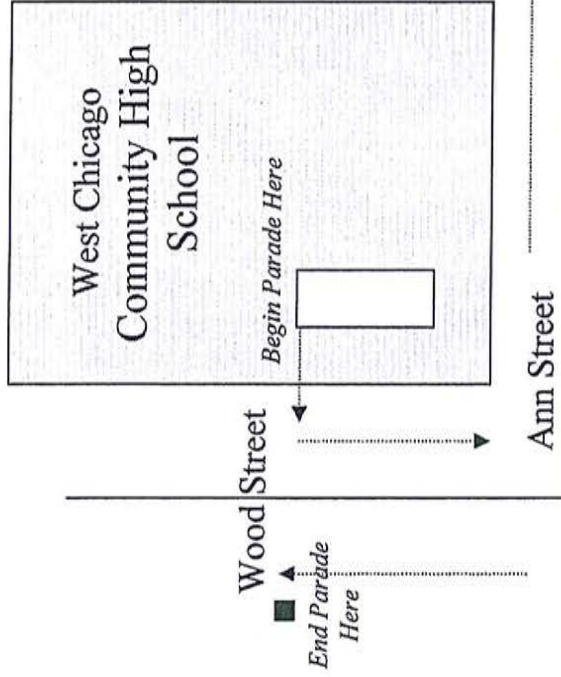
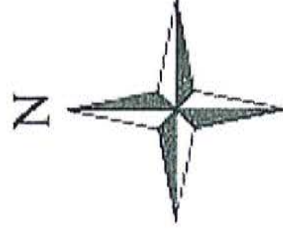
*Map attached*

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

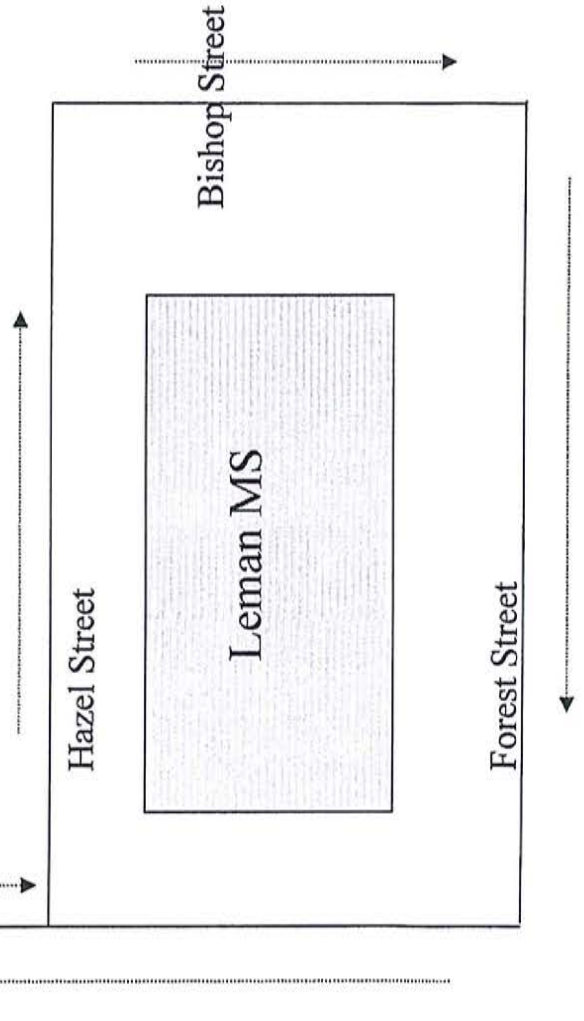
Street	From	To	Dates	Times
			<i>9/14/18</i>	<i>12:45-2:00pm</i>

# Community High School District 94 *Parade Route*

September 14, 2018 12:45 pm – 2:00 pm



- ### Parade Route
1. Leave WCCHS South Parking Lot to Ann Street
  2. Ann Street east to Joliet Street
  3. Joliet south to Hazel
  4. Hazel east to Bishop (parade past Leman MS)
  5. Bishop south to Forest
  6. Forest west to Joliet
  7. Joliet north to Ann
  8. Ann west to Wood
  9. Wood north to parking lot





## SECTION 5 – PLANNING WORKSHEET AND REQUIRED TASK DUE DATES\*

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

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

Date of Special Event: 9/14/18

Tasks to be completed (All items due to City unless noted)	Days Due Before Event	Due Date
Submit "Intent to Meet Insurance Requirements" Document (included with Special Event Permit Application, pg.2)	Prior to application review	Prior to application review
Submit Special Event Permit Application	90 days	6/14/18
Submit Carnival Permit Application	90 days	N/A
Submit Fireworks Permit Application	30 days	N/A
Submit Temporary Liquor License Application	30 days	N/A
Submit Building (Temporary Tent) Permit Application	30 days	N/A
Submit Temporary Food Service Permit Application(s) (DuPage County Health Dept. – 630-682-7979)	30 days	N/A
Submit <b>Original</b> Certificate of Insurance*	21 days*	8/24/18
Submit Raffle Registration Application	14 days	N/A
Notify residents/businesses of special event	14 days	8/31/18
Post "No Firearms" signs at all public entrances (See IL State Police requirements for standardized sign in West Chicago's <i>Special Events Policy</i> )	N/A	Day of Event

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



## SECTION 6 – WAIVER AND HOLD HARMLESS AGREEMENT

In consideration of the WCCHS / District 94 (name of organization) and its Members, employees, volunteers or guests, being allow to participate in the 2018 HC Parade (the Activity) the undersigned hereby recognizes, acknowledges and assumes any and all risk pertaining to WCCHS / District 94 (name of organization) participation in the Activity.

To the fullest extent permitted by law, the WCCHS / District 94 (name of organization) hereby agrees to defend, indemnify and hold harmless the City of West Chicago, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including attorneys fees), which may in anywise accrue against the City of West Chicago, its officials, agents and employees, arising in consequence of WCCHS / District 94 (name of organization) participation in the Activity, or which may in anywise result therefore, except that arising out of the sole legal cause of the City of West Chicago, its agents or employees. The WCCHS / District 94 (name of organization) shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the City of West Chicago, its officials, agents and employees, in any such action, the WCCHS / District 94 (name of organization) at its own expense, satisfy and discharge the same.

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

The undersigned represents it has full authority to execute this Waiver and Hold Harmless Agreement on behalf of the WCCHS / District 94 (name of organization).

Agreed this 7 day of May, 2018

WCCHS / District 94  
Name of Organization

David Blatchley  
Print Name of Authorized Person

David Blatchley  
Signature of Authorized Person

Director of Business Services  
Title

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

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

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

WCCHS/District 94      Marc Wolfe      5/7/18  
(Name of Organization)      (Print Name of Signatory)      (Date)

By Marc Wolfe  
(Authorized Signatory)



Cheryl Glunt  
(Notary Public)

Signed and sworn to before me this 7 day of May, 2018.

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

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

**Deliver all completed items to:**

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

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

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

☐ Approved    Permit No. \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title      Date

☐ Denied  
Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## CITY OF WEST CHICAGO

### Public Affairs Committee AGENDA ITEM SUMMARY

**ITEM TITLE:**

Homecoming - Fireworks Display  
Wheaton Academy  
October 5, 2018

AGENDA ITEM NUMBER: 4. C.

FILE NUMBER: \_\_\_\_\_

COMMITTEE AGENDA DATE: June 25, 2018  
COUNCIL AGENDA DATE: \_\_\_\_\_

STAFF REVIEW: Tom Dabareiner

SIGNATURE \_\_\_\_\_



APPROVED BY CITY ADMINISTRATOR:

SIGNATURE \_\_\_\_\_

**ITEM SUMMARY:**

Wheaton Academy is requesting permission for their Homecoming event on Friday, October 5, 2018 which includes a fireworks display at 9:45 p.m. The West Chicago Fire Protection District is aware of this request. Residents in the surrounding neighborhoods will be notified by Wheaton Academy of the date and time of the fireworks display in advance of the event.

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

**ACTIONS PROPOSED:**

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

**COMMITTEE RECOMMENDATION:**

# City of West Chicago SPECIAL EVENT PERMIT APPLICATION



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

PERMIT NO. \_\_\_\_\_

**RECEIVED**  
MAY 21 2018

## Special Event Permit Application

BY: \_\_\_\_\_

BB

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

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

### Submittal Checklist

1. Completed and signed Special Event Application
  - ☐ Intent to Meet Insurance Requirements
  - ☐ Section 1 – General Information
  - ☐ Section 2 – Narrative
  - ☐ Section 3 – Permits
  - ☐ Section 4 – Site Plan and/or Route Map
  - ☐ Section 5 – Task List and Due Dates
  - ☐ Section 6 – Hold Harmless Agreement
2. Completed and signed applications(s) for other permits(s) (See Section 2)
  - ☐ Carnival Permit Application - \$50 per employee
  - ☐ Fireworks Permit Application – \$125 (Check made payable to the West Chicago Fire Protection District)
  - ☐ Building Permit Application (temporary tents – see min. requirements) - \$50
  - ☐ Raffle Registration Application – requires separate application
  - ☐ Temporary Liquor License Application – requires separate application
  - ☐ Temporary Food Service Permit (DuPage Co. Health Dept. 630-682-7979)

Received: 05/21/18 Fee Paid: \$ N/A

Receipt # N/A Check # N/A

Event Acknowledgement Form returned by:

CDD \_\_\_\_\_ Police Dept \_\_\_\_\_ Fire Dist. \_\_\_\_\_ PW \_\_\_\_\_

☒ Background checks completed by Police Dept N/A

☒ DuPage Co. Health Department notified Date N/A

☐ Certificate of Insurance received and approved Date \_\_\_\_\_



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

*Must be returned prior to application review by City staff*

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

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

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

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

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

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

5. The insurance provider will need to submit the Certificate of Insurance and supporting endorsement form preferably via email to Luis Martinez at [lmartinez@westchicago.org](mailto:lmartinez@westchicago.org) or fax (630-293-1257) to be considered an original document.

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

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

James K Holtrop  
(signature)

5-21-18  
(date)

Homecoming  
(name of event)

10-5-18  
(date of event)

## SECTION 1 – GENERAL INFORMATION

Name of Event: Wheaton Academy Homecoming  
Type of Event:

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

☒ Other Soccer game

Location of Event: Wheaton Academy

Date(s) of Event: 10-5-18 Hours of Event: 5pm to 11pm Est. Attendance: 600

Event Website: wheatonacademy.org

Purpose of event: Annual Homecoming event

Name of Sponsoring Organization(s): Wheaton Academy

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

Contact person from sponsoring organization: James Holtrop

Organizer address: 1901 Kingsbrook Ct

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

Cell Phone: SAME E-mail: jholtrop@wheatonacademy.org

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

1<sup>st</sup> Contact: Kevin Mc Donnell Phone: 630-461-1137

2<sup>nd</sup> Contact: Kori Hockett Phone: 630-992-5096

Is this an annual event? ☒ Yes ☐ No If Yes, provide next year's event date: Oct 4, 2019

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

None

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

\_\_\_\_\_  
\_\_\_\_\_

## SECTION 2 – NARRATIVE

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





*Your word is a lamp to my feet . . .*  
Psalm 119:105

May 21, 2018

Dear West Chicago Council,

On October 5, 2018, Wheaton Academy will be hosting their annual homecoming soccer game. Each year we invite our alumni and families to return to the school for a dinner, program, and soccer game. The evening will conclude with a fireworks display provided by Five Alarm Fireworks.

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

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

Thank you,

James K. Holtrop

Director of Special Events

### SECTION 3 – PERMITS

Will your event include a carnival? ☐ Yes ☒ No

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

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

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

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

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

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

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

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

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

Will you be serving food at your event? ☒ Yes ☐ No *We have a Concession stand already*  
If yes, you may be required to submit a **Temporary Food Service Permit Application** thirty (30) days prior to the event. Please contact the DuPage County Health Department at (630) 682-7979 or visit <http://www.dupagehealth.org/temporary-food-service> for additional information.

Are you requesting services from these departments?

☐ Police ☒ Fire District / Paramedics ☐ Public Works

Specify services: Fire Dept to watch the fireworks

Will you be utilizing any of the following services?

☐ Water ☐ Electric/Generator ☐ Other \_\_\_\_\_



## SECTION 4 – SITE PLAN AND/OR ROUTE MAP

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

*If applicable, the following must be included:*

Location of garbage receptacles (G)	Location and number of barricades (B)
Location of toilets (T)	Location of fire lane (FL)
Location of hand washing sinks (HWS)	Location of fire extinguishers (FE)
Location of retail vendors (RV)	Public entrances and exits (PE)
Location of food vendors (FV)	Location of "No Firearms" signage (NF)
Location of first aid (FA)	Location of sound stages and amplified sound (S)
	Location of residential streets surrounding event

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

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

Some cars will park on the street.

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

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

Street	From	To	Dates	Times
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## SECTION 5 – TASK LIST AND DUE DATES\*

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

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

Tasks to be completed (All items due to City unless noted)	Days Due Before Event	Due Date
Date of Special Event	N/A	10/05/18
Submit "Intent to Meet Insurance Requirements" Document (included with Special Event Permit Application)	Prior to application review	Prior to application review
Submit Special Event Permit Application	90 days	07/05/18
Submit Carnival Permit Application	90 days	N/A
Submit Fireworks Permit Application	30 days	09/05/18
Submit Temporary Liquor License Application	30 days	N/A
Submit Building (Temporary Tent) Permit Application	30 days	09/05/18
Submit Temporary Food Service Permit Application(s) (DuPage County Health Dept. – 630-682-7979)	30 days	09/05/18
Submit <b>Original</b> Certificate of Insurance*	21 days*	09/14/18
Submit Raffle Registration Application	14 days	N/A
Notify residents/businesses of special event	14 days	09/21/18
Post "No Firearms" signs at all public entrances (See IL State Police requirements for standardized sign in West Chicago's <i>Special Events Policy</i> )	N/A	Day of Event

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



## SECTION 6 – WAIVER AND HOLD HARMLESS AGREEMENT

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

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

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

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

Agreed this 21<sup>st</sup> day of May, 2018

Wheaton Academy  
Name of Organization

James K Holtrop  
Print Name of Authorized Person

James K Holtrop  
Signature of Authorized Person

Special Events  
Title



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

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

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

Wheaton Academy  
(Name of Organization)

Kelly Elizabeth Tiemens 5/21/18  
(Print Name of Signatory) (Date)

By Kelly Elizabeth Tiemens  
(Authorized Signatory)



\_\_\_\_\_  
(Notary Public)

Signed and sworn to before me this 21 day of May, 2018.

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

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

**Deliver all completed items to:**

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

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

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

☐ Approved Permit No. \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

☐ Denied

Remarks:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Dear Resident:*

*The Wheaton Academy Homecoming Committee would like to inform you that, weather permitting, on Friday, October 5, at 9:45 p.m., there will be a fireworks show adjacent to the Hawthorne entrance road on the Wheaton Academy grounds as part of our homecoming celebration. The Fireworks Permit has been granted by the West Chicago Fire Protection Dept., and the Special Events Permit has been issued by the City of West Chicago office. If you have any questions, please call WA at 562-7544. We hope you enjoy the display!*

*James Holtrop*

*Director of Special Events*



# WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT



[MAY 2018]

*Michael Uplegger, Chief of Police*



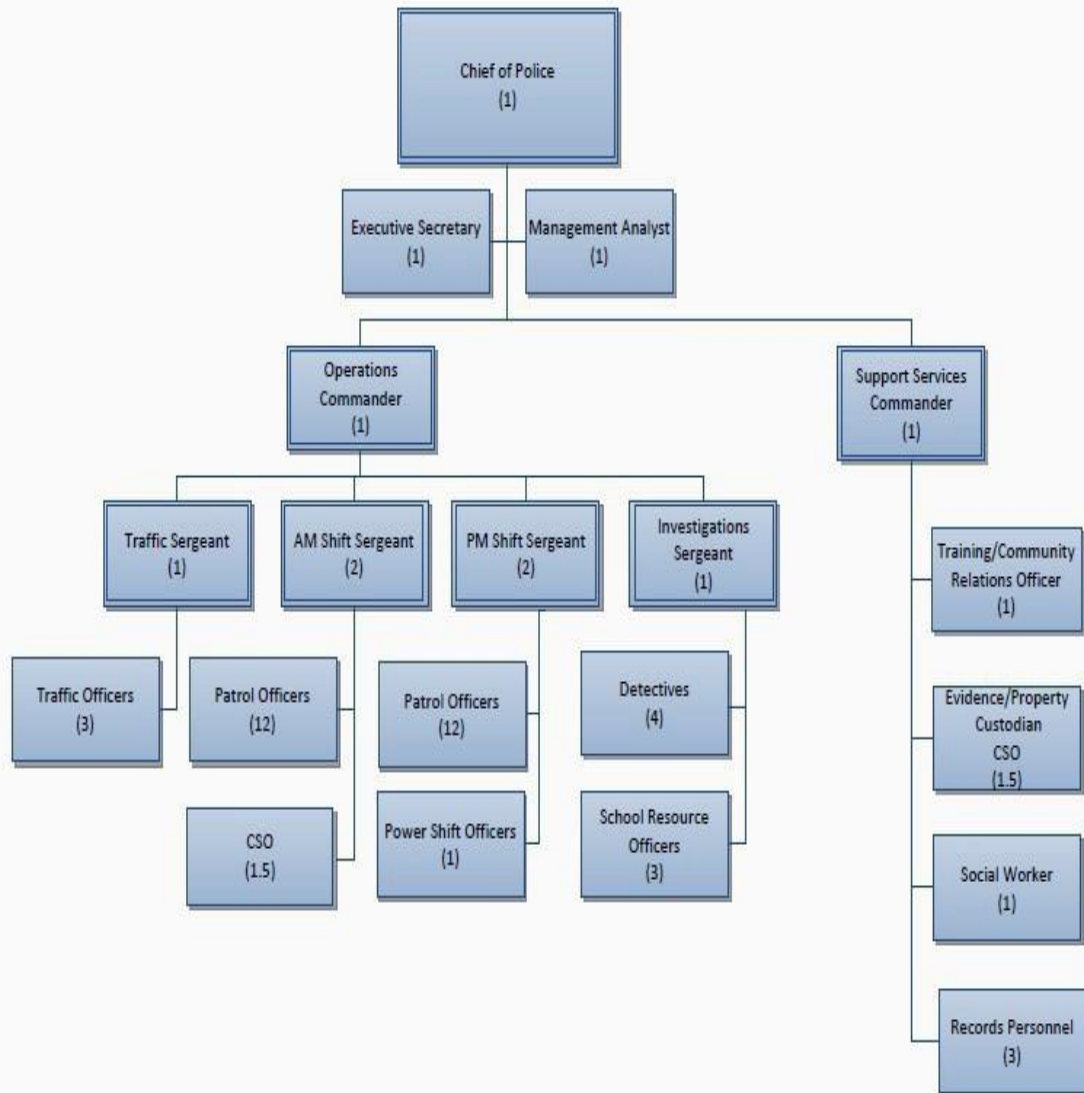
## WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT

### TABLE OF CONTENTS

#### FEATURED

Organizational Chart.....	3
Department Overview.....	4
Personnel.....	5
Criminal Activities.....	7
Monthly Performance.....	13
Officer Activities.....	14

WEST CHICAGO POLICE DEPARTMENT



## **DEPARTMENT OVERVIEW**

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

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

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

The Support Services Division consists of Community Relations, Evidence/Property, Vehicle and Building Maintenance, Records, and Social Services.

The Operations Division consists of Uniformed Patrol, Investigations Unit, School Resource Officers, Traffic Safety Unit, and Community Service Officers.



## WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT

### PERSONNEL

The Department Honor Guard participated in the 2018 Illinois Police Officer Memorial Ceremony in Springfield on May 3<sup>rd</sup>. This annual Memorial Ceremony honors the sacrifice of Illinois Police Officers killed in the line of duty while protecting their communities. Thank you to Honor Guard members Sergeant Gaztambide and Officers Gelsomino, Flanigan, and Richards for representing the Department.



The Department participated in the Route 59 on 5/9 Safety Initiative. Law Enforcement agencies along Route 59 conducted traffic safety enforcement activities on May 9<sup>th</sup>. West Chicago Officers Moos, Reavley, Jones, Landbo, Perry, Potts, Stewart and Alaniz focused efforts on speed, occupant restraint and distracted driving violations. A total of 36 stops were made. Twenty- four citations were written including; eight for speeding, six for cell phone usage, four seat belt violations, four for operating uninsured vehicles, one for improper lane usage and one arrest was made for no valid driver's license. Twenty-seven warning tickets were also issued.

On May 3<sup>rd</sup>, Officer Rosenwinkel and Chief Uplegger participated in the West Chicago Senior Resource Fair held at the American Legion Hall. Attendees were provided with crime prevention information and had an opportunity to ask questions.



On May 12<sup>th</sup>, Officers Reyes and Calabrese were named as members of the Department's Honor Guard.



On May 16<sup>th</sup>, Officers Rosenwinkel and Potts provided employees of Anchor Brake Shoe Company with information about surviving active shooter events. The training provided information on preparation and response options.

## WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT

### PERSONNEL

On May 18<sup>th</sup>, members of the West Chicago Police Department participated in Cop on a Rooftop at Dunkin Donuts located throughout West Chicago. Cop on a Rooftop raises money for Special Olympics Illinois. Thanks to the generosity of the community, \$5,000.00 was raised with 100% of the proceeds going directly to Special Olympics.



On May 25<sup>th</sup>, Officer Derek Mielke graduated from the Chicago Police Department Basic Training Academy for Metropolitan Police Officers. In addition to receiving his Certificate, Officer Mielke was also awarded the Class Physical Fitness Award. Chief Uplegger, Commander Calabrese and Officer Winton attended the ceremony.



## **CRIMINAL ACTIVITIES**

### **Criminal Damage to Motor Vehicle:**

Person(s) unknown damaged two vehicles parked in the 300 block of Wilson Ave. The paint on the passenger side of both vehicles had been scratched.

Person(s) unknown damaged a vehicle parked in the 500 block of E. Grandlake Blvd. The two front tires of the car had been slashed.

Person(s) unknown damaged a vehicle parked in the 2500 block of Bainbridge Blvd. The paint on the right rear quarter panel of the car had been scratched.

### **Criminal Damage to Property:**

Person(s) unknown damaged a motion activated light fixture on a garage in the 1000 block of S. Oak St.

While investigating a disturbance call, officers noted a window in the lobby of 600 W. Forest Ave. was broken.

Person(s) unknown spray painted the surveillance cameras in the Turner Ct. tunnel.

Person(s) unknown damaged a bicycle while it was at the West Chicago Public Library located at 118 W. Washington St.

Person(s) unknown damaged a garage window in the 300 block of Hemlock Ln. A rock had been thrown through the window which was found on the garage floor.

### **Criminal Trespass to Motor Vehicle:**

Person(s) unknown entered an unsecured vehicle in the 1200 block of Elizabeth St. The center console of the vehicle had been opened, but nothing was reported missing.

### **Criminal Trespass:**

A known intoxicated suspect had been harassing customers at the Cobblestone Road Tavern located at 218 Main St. The suspect was issued a Criminal Trespass Letter and transported to the Police Station to wait for a ride.

### **Theft Over \$500:**

Person(s) unknown removed a cell phone from a locker at Lemay Middle School located at 238 E. Hazel St. The victim had placed the cell phone in a gym locker and believes she forgot to lock it. When she returned, the cell phone was missing. Loss is estimated at \$600.00.



## **CRIMINAL ACTIVITIES**

### **Theft Under \$500:**

A known suspect removed a generator valued at \$400.00 from a home in the 900 block of Willow Creek Dr. A subcontractor working on the victim's residence had taken tools belonging to a contractor and the generator owned by the homeowner. When questioned about the generator and tools, the suspect stated he had not been paid by the contractor and admitted to removing the items in lieu of pay. The suspect did not realize the generator belonged to the home owner and agreed to return the item. The suspect dropped off the generator at the Station and it was picked up by the home owner. No charges were filed.

Person(s) unknown removed a wallet from a classroom at Lemay Middle School located at 238 E Hazel St. The victim had left the wallet on a desk while she went to work in another section of the classroom. When she returned to her desk, the wallet was missing. The cost of the wallet is \$51.00 and it contained \$40.00 in cash and the victim's school identification card.

Person(s) unknown removed a package from the doorstep of an apartment in the 500 block of Carriage Dr. The victim had received notification that the package was delivered around 11:50 a.m. on May 7<sup>th</sup>, and when she returned at 7:30 p.m., the package was missing. The next day, a maintenance worker found the package open and empty in the building's laundry room. Missing is a Michael Kors purse valued at \$114.98.

Person(s) unknown removed a cellular phone from the hallway of an apartment building in the 800 block of Burr Oaks Dr. The victim's eight-year old was using the phone and left it in the lobby. Loss is \$40.00.

Person(s) unknown removed a package from the doorstep of an apartment building in the 200 block of N. Neltnor Blvd. The victim ordered a cell phone, but had not received it. The victim called the place of purchase and was advised the package had been delivered. Loss is estimated at \$107.00.

Person(s) unknown removed a cell phone from the West Chicago Public Library located at 118 W. Washington St. The victim had placed her phone in a charger and went across the room and when she returned, the cell phone was missing. Loss is estimated at \$300.00.

Person(s) unknown removed the victim's bicycle from the West Chicago Community High School located at 326 Joliet St. The victim locked the bike in a rack and went into the school to use the gym and when the victim returned, the bike was missing. Loss is estimated at \$95.00.

Person(s) unknown removed a package from the doorstep of an apartment in the 800 block of Burr Oaks Dr. The package had been dropped off by the United States Postal Service on May 29<sup>th</sup> at 11:30 a.m., but was missing when then victim returned home at approximately 2:30 p.m. The package contained a cowboy hat valued at \$70.00.

## CRIMINAL ACTIVITIES

### Theft Under \$500.00:

Person(s) unknown removed a bicycle from La India located at 329 S. Wilson Ave. The owner left the bike unlocked in front of the store and went inside. Upon returning, the bicycle was missing. Loss is estimated at \$369.00. Investigation is ongoing.

Person(s) unknown removed a Honda water pump from an open bed trailer at the West Chicago Park District parking lot in the 800 block of W. Hawthorne Ln. Loss is estimated at \$250.00.

Person(s) unknown removed a mountain bike from the backyard of a residence in the 200 block of Allen Ave. Loss is estimated at \$400.00.

### Burglary from Motor Vehicle:

Person(s) unknown entered an unsecured vehicle in the 300 block of Coolidge Ave. and removed a driver's license.

### Theft From Motor Vehicle:

Person(s) unknown entered an unsecured vehicle in the 100 block of Wycliffe Dr. and removed a Dell Latitude laptop computer, a Michael Kors wallet, a black purse, the victim's driver's license, \$600.00 in cash, a purple backpack containing a checkbook and two credit cards, and a Chicago Cubs drawstring bag containing Nike gym shoes and health supplements. The wallet, purse and backpack were later located in a nearby dumpster with the contents removed.

### Fraud:

The victim received a phone call from a person purporting to be a computer repair technician. The victim explained problems with her computer and allowed the caller remote access to her computer. Sometime after this, the victim was checking bank statements and noticed withdrawals/transfers that she had not approved totaling over \$21,000.00. A fraud claim was made by the victim with her bank. Investigation is ongoing.

The victim attempted to draw funds from his account and was denied due to the account being overdrawn. A check drawn from the victim's account in the amount of \$743.00 was issued and cashed without the victim's knowledge at a business in the 300 block of S. Neltnor Blvd. The victim believes the check was stolen from his vehicle. Investigation is ongoing.

### Credit Card Fraud:

Person(s) unknown charged \$2,476.40 worth of knives to the victim's credit card. The purchase of knives had not been authorized by the victim who did not learn about the charges until receiving a credit card statement. The knives were shipped to an address in Aurora, IL. Investigation is ongoing.

## CRIMINAL ACTIVITIES

### Motor Vehicle Theft:

Person(s) unknown removed a locked vehicle from the 500 block of Carriage Dr. Marks on the pavement indicated the vehicle may have been dragged from the parking spot.

### Aggravated Discharge of a Firearm:

Person(s) unknown fired two or three shots in the area of Neltner Blvd. and E. Stimmel St. While responding to the area, officers were advised that a resident in the 500 block of E. Stimmel St. saw three unknown subjects standing in his back yard. Upon searching the yard, officers recovered three handguns. Investigation is ongoing.

### Aggravated Battery/Mob Action:

The victim and friends were standing in an alley near Clayton St. and Conde St. when a known suspect arrived and struck the victim in the head with a rock. The victim and his friends ran from the scene. The offender entered a vehicle and left the area. Investigation is ongoing.

### Aggravated Battery:

The victim, a paramedic with the West Chicago Fire Protection District, responded to a “man down” call in the 100 block of Fremont St. An intoxicated subject was found and it was determined he needed to be transported to Central DuPage Hospital for further treatment. While en route in the ambulance, the offender stuck the victim in the eye with a closed fist. A warrant will be obtained for the offender’s arrest upon release from the hospital.

### Bomb Threat:

A telephone call of a bomb threat was received at West Chicago Community High School on May 2<sup>nd</sup>. School staff provided officers with the number that the call came in from. The number came back to a Voice Over Internet Protocol provider. While seeking subscriber information from the provider, it was learned that a bomb threat had also been made from the same phone number to a school in North Carolina. Possible subscriber information exists for an address in Virginia. The Federal Bureau of Investigation was contacted and will be conducting follow-up at the address in Virginia. Investigation is ongoing.

### Residential Burglary:

Person(s) unknown entered a residence in the 800 block of E. Elmwood Ave. Entry had been made by forcing open the rear door to the house. The victim noted drawers in a bedroom had been opened and clothes were thrown on the floor. A cannabis cigarette was located in the bedroom that did not belong to the residents. The victim’s cell phone was also reported as missing from the kitchen. Investigation is ongoing.



## CRIMINAL ACTIVITIES

### Burglary:

Person(s) unknown entered the attached garage of a residence in the 900 block of Ridgewood Ct. via an unsecured door to the rear of the garage. A tool box, tools and bottles of alcoholic and non-alcoholic beverages had been moved around in the garage. A case of beer is believed to be the only thing missing from the garage.

### Criminal Defacement:

Person(s) unknown spray painted gang-related graffiti on a concrete wall on E. Lester St. between Oak Ave. and Neltner Blvd.

Person(s) unknown spray painted gang-related graffiti on the third base dugout at Pioneer Park.

Person(s) unknown spray painted gang-related graffiti on a fence in the 500 block of Carriage Dr.

Person(s) unknown spray painted gang-related graffiti on a fence behind Jewel located at 177 E. Roosevelt Rd.

Person(s) unknown spray painted gang-related graffiti on the sign to a restaurant in the 200 block of E. Roosevelt Rd.

### Criminal Sexual Assault:

A sixteen year-old victim attended a party in the 800 block of Kenwood Ave. While at the party, the victim consumed alcohol and smoked cannabis. The victim left the party with an older male suspect who drove around the City of West Chicago and eventually stopped his car in the parking lot of an unknown apartment complex. The sixteen year old doesn't remember what happened when the car was stopped, but woke up on her neighbor's front lawn. The victim was transported to Central DuPage Hospital where she refused to submit to a sexual assault examination. Investigation is ongoing.

### Aggravated Criminal Sexual Abuse:

A third party complainant related that a six year-old child was in an apartment in the 1200 block of Kings Circle watching television in the living room when the child was allegedly abused by a known suspect. The Department of Children and Family Services (DCFS) and the DuPage Children's Center were both notified and are investigating this incident.

### Criminal Sexual Abuse:

A resident of a facility in the 900 block of Joliet St. stated that another resident grabbed his genitals while they were in the victim's room together. Investigation is ongoing.

CRIMINAL ACTIVITIES:

Battery and Criminal Damage to Motor Vehicle:

A known suspect struck the victim and then damaged the victim's vehicle in the 800 block of Lorlyn Dr. The suspect and victim had been verbally arguing with each other off and on during the day and it was during one of these arguments the offender struck the victim and damaged the victim's car. The offender was issued local Ordinance citations for Battery and Criminal Damage to Property.

Battery

A known suspect struck the victim in the head with his fist at a facility in the 900 block of Joliet St. The offender wanted additional food, but the kitchen had closed angering the offender. The victim declined to press charges due to the offender's mental condition.

*WEST CHICAGO POLICE DEPARTMENT MONTHLY REPORT*

**MONTHLY PERFORMANCE**

<b>Activities</b>	<b>Feb 2018</b>	<b>Mar 2018</b>	<b>Apr 2018</b>	<b>May 2018</b>	<b>YTD 2018</b>	<b>YTD 2017</b>	<b>Total 2017</b>
<b>Calls for Service (911Calls)</b>	694	746	730	859	3,767	3,824	10,276
<b>Officer Generated Activity</b>	1,790	1,967	1,761	1,780	9,465	9,627	23,472
<b>Traffic Stops</b>	815	867	912	753	4,202	3,856	9,032
<b>Traffic Citations</b>	475	486	584	474	2,449	1,407	3,563
<b>Traffic Warnings</b>	441	490	492	475	2,423	2,838	6,296
<b>Parking Citations</b>	228	202	181	194	1,140	1,259	3,026
<b>Traffic Crashes</b>	67	60	61	74	368	378	886
<b>Incident Reports</b>	286	312	300	330	1,509	1,187	3,720



## **OFFICER ACTIVITIES**

On May 1<sup>st</sup>, Officers Sauseda and Calabrese and Sergeant Langelan responded to a residence in the 900 block of Gates St. for a possible overdose. The victim was lying in the kitchen and was unresponsive. Officers administered five doses of Narcan before the subject regained consciousness. West Chicago Fire Protection District personnel tended to the subject and then transported him to Central DuPage Hospital. Interviewed at the hospital, information on where the subject had been and how the heroin was obtained was learned.

On April 4<sup>th</sup>, while assisting in the investigation of an armed robbery that occurred at an apartment in the 300 block of Wilson St., Detective Bowers learned that one of the individuals was on parole. Detective Bowers contacted the suspect's Parole Officer and learned a condition of his parole was to not participate in gang-related activities. On April 12<sup>th</sup>, a complaint and warrant for Unlawful Participation in Street Gang Related Activity was obtained. On May 3<sup>rd</sup>, the subject was arrested by the DuPage County Sheriff's Department.

On May 4<sup>th</sup>, Officers Calabrese, Fearon and Zepeda responded to a residence in the 1000 block of Bishop St. for a suspect who was attempting to gain entry to the caller's house. The caller stated the suspect is the same individual who had entered his unsecured home and taken a cell phone the previous week. Officer Calabrese knew, from previous contacts, that the subject was staying in a neighboring home and that there was an active warrant for the suspect's arrest. Officers relocated to the second residence and found the suspect hiding in a closet. The suspect was taken into custody and transported to the Station. Upon searching the individual, four-and-a-half Alprazolam (Xanax) tablets were found hidden in her bra. The suspect admitted to being given the Xanax and that she did not have a prescription for the pills. The DuPage County State's Attorney Office approved one count of Possession of a Controlled Substance. The suspect was processed and transported to the DuPage County Jail.

On May 24<sup>th</sup>, Officers Calabrese, Sauseda, Fearon and Zepeda responded to Mr. A's Arbor Liquors located at 110 N. Arbor Ave., for a call of subjects attempting to steal a bottle of liquor. Upon arrival, the suspects were located with one seated in a vehicle in the parking lot and a second individual standing next to the vehicle. The subject in the driver's seat of the vehicle appeared lethargic as if he had consumed alcohol and/or drugs and was asked to step from the vehicle. When the suspect exited the truck, two pills, believed to be Xanax, were observed on the driver's seat. Both subjects were asked if they had a prescription for Xanax, and both replied they did not. The driver was placed under arrest and transported to the Station. A search of the vehicle resulted in the discovery of four pills in the vicinity of the driver's seat/area. The DuPage County State's Attorney's Office approved a charge of Possession of a Controlled Substance against the subject who was found in the driver's seat. The suspect was processed after which he was transported to the DuPage County Jail. The second individual was released from custody without charges.

## **OFFICER ACTIVITIES**

On May 5<sup>th</sup>, Officer Flanigan was dispatched to the Timberlake Apartment Complex for a loud music complaint. While attempting to locate loud music, he noticed individuals drinking alcohol in the parking lot. Upon meeting with the subjects, Officer Flanigan detected an odor of cannabis emanating from the individuals and the vehicle on which they were leaning. Upon looking in the vehicle, Officer Flanigan saw an open bottle of alcohol and a glass pipe used for smoking cannabis on the car's center console. Officers Calabrese and Zepeda arrived to assist. While identifying these individuals it was learned that one of the subjects was wanted on an arrest warrant. The wanted subject was placed under arrest after which he asked for a shirt that was in the vehicle. When taking the shirt out of the vehicle for the arrestee, Officer Calabrese observed a jar containing a green leafy substance (suspected cannabis) under the driver's seat. The second subject stated the vehicle was his and allowed officers to search the car. The search resulted in the location of more cannabis. Both suspects were arrested and transported to the Station. The subject wanted on the warrant was charged with Possession of Cannabis Over 30 Grams But Less Than 100 grams. He was processed, provided with his copies of the paperwork and transported to the DuPage County Jail due to the fact he could not post the required bond on the Arrest Warrant. The second suspect was charged with Unlawful Possession of Drug Paraphernalia. He was processed, provided copies of his paperwork and released from custody.

On May 8<sup>th</sup>, Officers Zepeda and Schoonhoven and Sergeant Gaztambide responded to a call at a residence in the 500 block of Brown St. Upon arrival, officers learned that the suspect, who had previously been issued a Criminal Trespass to Property Letter, had damaged a window and door in an attempt to gain entry to the house. The caller stated the suspect was at his house to see his son and that he wanted to press charges. Advised she was under arrest, the suspect began to pull away from and kick the officers. Upon gaining control of the individual, she was seated in the rear of a police car and transported to the Station where she was charged with Criminal Trespass to a Residence, Criminal Damage to Property and Resisting Arrest. The arrestee was provided with her copies of the paperwork and released from custody.

On May 12<sup>th</sup>, Sergeant Gaztambide and Officer Richards responded to a residence in the 300 block of Harrison St. for a call of an overdose. The subject was found unresponsive lying in the bathroom. Officer Richards administered one dose of Narcan and the subject began agonal breathing. West Chicago Fire Protection District personnel arrived and administered a second dose of Narcan. The subject still remained unconscious, but his breathing improved and was transported to Central DuPage Hospital. Two empty syringes were found in the bathroom and were safely disposed of by the officers.

On December 25, 2017, Officers Potts responded to the 800 block of Deering Ct. for an attempted burglary report. After a lengthy investigation, Detectives Bowers and Herbert identified a suspect who was ultimately charged with Attempted Residential Burglary. On May 16<sup>th</sup>, the offender surrendered himself at the Station where he declined to speak with Detectives. The offender, a juvenile, was processed, provided with his copies of paperwork and released to his parents.

**OFFICER ACTIVITIES**

On May 22<sup>nd</sup>, Officer Winton, assisted by Officer Moos, affected a traffic stop on a vehicle for violating the no left turn sign at Pearl and Roosevelt Roads. Upon meeting with the driver, Officers detected an odor of cannabis emanating from the vehicle. The driver admitted to having cannabis and handed over two baggies of a green leafy substance. A search of the vehicle located a “hitter box” with suspected cannabis in it. The subject was placed under arrest and transported to the Station. The amount of the green leafy substance was determined to be 59.8 grams and field tested positive as cannabis. The suspect was issued citations for Disobeying a Traffic Control Device, Driving with a Revoked Driver’s License, Possession of Cannabis and Possession of Drug Paraphernalia. The suspect was processed and released from custody.