



United City of Yorkville

800 Game Farm Road

Yorkville, Illinois 60560

Telephone: 630-553-4350

www.yorkville.il.us

AGENDA SPECIAL PUBLIC SAFETY COMMITTEE MEETING

Wednesday, September 11, 2019

6:00 p.m.

City Hall Conference Room
800 Game Farm Road, Yorkville, IL

Citizen Comments:

Minutes for Correction/Approval: July 3, 2019

New Business:

1. PS 2019-25 Monthly Crime Report Review
2. PS 2019-26 Adjudication Reports for July – August 2019
3. PS 2019-27 KenCom Communications Update
4. PS 2019-28 Fleet Status and Options
5. PS 2019-29 Surplus Request for Disposal of Two Police Vehicles
6. PS 2019-30 Surplus Request for Disposal of Police Equipment
7. PS 2019-31 Meeting Schedule for 2020
8. PS 2019-32 Liquor Code Amendment – Bring Your Own (BYO)
9. PS 2019-33 Staffing – Update

Old Business:

Additional Business:

2019/2020 City Council Goals – Public Safety Committee		
Goal	Priority	Staff
“Municipal Building Needs and Planning”	2	Bart Olson, James Jensen, Rob Fredrickson, Eric Dhuse, Tim Evans & Erin Willrett
“School Safety (Exterior and Traffic)”	8	James Jensen & Eric Dhuse

UNITED CITY OF YORKVILLE
WORKSHEET
SPECIAL PUBLIC SAFETY COMMITTEE
Wednesday, September 11, 2019
6:00 PM
CITY HALL CONFERENCE ROOM

CITIZEN COMMENTS:

MINUTES FOR CORRECTION/APPROVAL:

1. July 3, 2019

- ☐ Approved _____
- ☐ As presented
- ☐ With corrections

NEW BUSINESS:

1. PS 2019-25 Monthly Crime Report Review

- ☐ Informational Item
- ☐ Notes _____
- _____
- _____

2. PS 2019-26 Adjudication Reports for July – August 2019

☐ Informational Item

☐ Notes _____

3. PS 2019-27 KenCom Communications Update

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

4. PS 2019-28 Fleet Status and Options

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

5. PS 2019-29 Surplus Request for Disposal of Two Police Vehicles

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

6. PS 2019-30 Surplus Request for Disposal of Police Equipment

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

7. PS 2019-31 Meeting Schedule for 2020

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

8. PS 2019-32 Liquor Code Amendment – Bring Your Own (BYO)

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

9. PS 2019-33 Staffing – Update

☐ Moved forward to CC _____

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

ADDITIONAL BUSINESS:



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

Minutes #1

Tracking Number

Agenda Item Summary Memo

Title: Minutes of the Public Safety Committee – July 3, 2019

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Committee Approval

Submitted by: Minute Taker

Name

Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>

DRAFT

**UNITED CITY OF YORKVILLE
PUBLIC SAFETY MEETING
Wednesday, July 3, 2019 6:00pm
City Hall Conference Room**

In Attendance:

Chairman Seaver Tarulis Alderman Joel Frieders
Alderman Daniel Transier Alderman Jackie Milschewski

Other City Officials in Attendance:

Mayor John Purcell City Administrator Bart Olson
Police Chief Rich Hart City Clerk Lisa Pickering
Alderman Chris Funkhouser

Others in Attendance:

Jim Jensen, Blackberry Creek North

The meeting was called to order at 6:00pm by Chairman Seaver Tarulis.

Citizen Comments: None

Minutes for Correction/Approval: January 3, 2019

The minutes were approved as presented.

New Business:

1. PS 2019-07 Police Reports for December 2018 – May 2019

Chief Hart said there were no major cases during this time. Alderman Frieders asked if an annual report is done similar to the monthly report and noted there were some suicides and attempts not shown in the grid. Chief Hart will obtain the information. Chairman Tarulis commented that the reports were very helpful in addressing citizen inquiries.

2. PS 2019-08 Adjudication Reports for January - June 2019

Some citations were issued for snow-related incidents and Building and Zoning citations were issued for weeds, watering, fireworks, code violations, etc. Fireworks violators can be cited and fined up to \$700.

3. PS 2019-09 Selection of Committee Liaisons

Alderman Milschewski volunteered to be the school liaison.

4. PS 2019-10 Meeting Dates

Chairman Tarulis recommended that this committee meet every other month instead of quarterly since a new Police Chief will be appointed, upcoming legalization of marijuana and future police needs. Chief Hart said that the state will control the marijuana laws rather than the city. Alderman Transier asked if the state will generate licenses to distribute marijuana. Mr. Olson said the city can prohibit the sale in the city, but not prevent people from possessing. He spoke about zoning requirements, local sales tax and said decisions will have to be made prior to the January 1 rollout. In conclusion, the committee will meet every other month and September will be the next meeting. The committee verbally voted to adopt the schedule and the press will be notified.

5. PS 2019-11 Code Amendment – Liquor Code-Banquet Hall (Outdoor Service)

Mr. Olson referred to a memo from Clerk Pickering regarding the Martini Lounge on the south end of town, who requested an outdoor patio. Kendall Gardens on the north end of town requested the same. He said the banquet facility code does not allow outdoor retail sales at this time and it was decided to wrap the requests into the retail license. The committee was OK with this action. This item will move to the next City Council meeting under the Mayor's Report.

6. PS 2019-12 Code Amendment – Liquor Code – Change of General Manager Fee

This is a revision of the fee which was inadvertently changed to \$350 from \$100. The owner license is still charged at \$350. The committee was OK with this revision.

7. PS 2019-13 Facility Planning

Chairman Tarulis asked to have this item placed on the agenda. He asked Chief Hart's opinion about the Police Department moving into the building now used by the Parks vs. another location. The Chief gave a brief history starting with 2008 and said the present facility was only built for 20 officers and there are now 30 officers. Another issue is bringing sex offenders to the present facility since it's so close to schools. He suggested building a new building and sharing a training facility.

Old Business

1. PS 2018-18 Code Amendment – Licensing Requirements for Resale Dealers

The Target resale program was operational for awhile, but has since ceased. A conversation was held with a Target consultant who will look at the code to see if they can comply. The consultant said Target may resume the program at a later date based on a cost vs. revenue basis. The Police Department recommendation is to pass the amendment. Alderman Frieders said it would be possible the procedure would not work well if employees do not properly document resale items such as the pawn shops are required to do. The committee recommended passing the amendment and treating the program like a pawn shop.

Additional Business None

There was no further business and the meeting was adjourned at 6:36pm.

Minutes transcribed by Marlys Young, Minute Taker



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #1

Tracking Number

PS 2019-25

Agenda Item Summary Memo

Title: Monthly Crime Report Review

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Informational

Council Action Requested: None

Submitted by: James Jensen Chief of Police
Name Department

Agenda Item Notes:

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Memorandum

To: Public Safety Committee
From: James Jensen, Police Chief
CC:
Date: September 5, 2019
Subject: Monthly Crime Report Review

Summary

Review and approval of a new Monthly Reporting tool.

Background

The new monthly report has been designed to provide necessary feedback to the board and community regarding crime, traffic and community policing efforts of the police department. This document is easy to understand, provides a multitude of data and is comparative in nature to the previous month and year.

Recommendation

It is the recommendation of staff to approve the new monthly report design.

Attachments

Exhibit A: Proposed Monthly Report Document

YPD Patch Goes Here

YORKVILLE POLICE DEPARTMENT

Monthly Report

August 2019

Chief of Police James Jensen

MISSION STATEMENT

The mission of the Yorkville Police Department is to work in partnership with the community to protect life and property, assist neighborhoods with solving their problems, and enhance the quality of life in our city.

ORGANIZATIONAL CHART

PLACE ORGANIZATIONAL CHART HERE

PERSONNEL INFORMATION

Employees

	2018	2019
Sworn Officers		
Clerical		
Part-Time Officers		
Part-Time Community Service Officers		
Total		

Overtime Hours Worked

	2018 Total	Previous Month 2019	August 2019
Court			
Relief			
School (Details & Traffic)			
School Liaison Officer			
Training			
Details & Traffic			
Community Service			
Call Outs / Stay Over			
Investigations			
CPAT / CIT			
Clerical			
Meetings			
Grants			
HIDTA			
Shift Coverage			
Special Events			
Total Overtime Hours			
Total Regular Hours			

Benefit Time Used

	2018 Total	Previous Month 2019	August 2019
Vacation			
Holiday			
Sick			
Compensatory			
Other			
Total Hours			

Compensatory Time Earned

	2018 Total	Previous Month 2019	August 2019
Total			

COMMUNITY POLICING INITIATIVES

ADD BULLET POINTS OF THINGS WE ARE DOING

ADD PICTURES OF OFFICERS

COMMUNITY PRESENTATIONS / MEETINGS

[illegible]

TRAINING AND CAREER DEVELOPMENT

Date	Topic	Attendees	Hours
8/26-30/19	40 Hour ET Training	Detective Meyer	40.0
Total Training Hours			

TRAFFIC CRASH SUMMARY

Total Traffic Crash Reports 2019 #
 Total Crash Report Short Form Private Property 2019 #
 Total Crashes for the Month of _____ 2019 #

Hit & Run Crashes #
 Personal Injury Crashes #
 Property Damage Crashes #
 Fatality Crashes #

TOP 5 TRAFFIC CRASH INTERSECTIONS

Crash Intersection	Total Number of Crashes	Primary Contributory Causes
Rt. 34 & Rt. 47	5	Cell Phone Distracton

Of the ____ crashes reported on the Illinois traffic crash report ____ (List %) were intersection related

Crash by <u>DAY</u> of the Week	Number of Crashes
Monday	
Tuesday	
Wednesday	

Thursday	
Friday	
Saturday	
Sunday	

Crash by <u>TIME</u> of Day	Number of Crashes
0600-0959	
1000-1359	
1400-1759	
1800-2159	
2200-0159	
0200-0559	

TRAFFIC COMPLAINT / ENFORCEMENT INFORMATION

LIST TRAFFIC COMPLAINTS HERE

LIST INVESTIGATIVE EFFORTS TO DETERMINE IF THERE IS A PROBLEM HERE

During the month of _____ a total of _____ directed patrols were completed by members of the Yorkville Police Department. Directed Patrols are a result of complaints received and substantiated based off of the following criteria: monitoring traffic, traffic count studies or speed studies.

Directed Patrol Area: (Speeding Complaint: Cannonball Trail East of Rt. 47)

	Speeding	Lane Use	Turning	Traffic Control Device	Seatbelt	Other Moving	Cell Phone Usage	Totals
Citations	10	0	0	0	2	0	1	13
Warnings	5	0	0	0	5	0	1	11
Total	15	0	0	0	7	0	2	24

Directed Patrol Area: (LIST AREA HERE)

	Speeding	Lane Use	Turning	Traffic Control Device	Seatbelt	Other Moving	Cell Phone Usage	Totals
Citations								
Warnings								
Total								

Directed Patrol Area: (LIST AREA HERE)

	Speeding	Lane Use	Turning	Traffic Control Device	Seatbelt	Other Moving	Cell Phone Usage	Totals
Citations								
Warnings								
Total								

PORTABLE SPEED SIGN / SPEED TRAILER DEPLOYMENT

Dates of Deployment	Location	Type of Concern
8/5-9/19	Autum Creek Elementary School	Speeding

TRAFFIC ENFORCEMENT

Citations	2018 Total	Previous Month	2019
Speeding			
No Insurance			
Seatbelt			
Other Moving Violations			
Total			

Warnings	2018 Total	Previous Month	2019
Seatbelt			
Written			
Verbal			
Total			

CRIMINAL INVESTIGATIONS

INVESTIGATIONS HIGHLIGHT

Detectives were called to investigate a criminal sexual assault where the victim was 13 years of age. The suspect/offender in this case drove from Indiana to meet victim whom he had met on-line. The offender groomed the victim in this case and made unwanted contact of a sexual nature. Upon completion of the investigation a warrant was obtained for the offender (Ag. Criminal Sexual Assault a Class 1 Felony)

Cases Assigned	2018 Total	Previous Month 2019	August 2019
Adult			
Juvenile			
Total			
Cases Closed	2018 Total	Previous Month 2019	August 2019
Adult			
Juvenile			
Total			

Total Arrests	2018 Total	Previous Month 2019	August 2019
Adult			
Juvenile			
Total			

Evidence	2018 Total	Previous Month 2019	August 2019
Items Recovered			
Items Destroyed or Returned			

CRIME REPORTING

The Police Department volume of law enforcement activity during the reporting period is demonstrated by category in the table below. The data includes activity reported to the State of Illinois through monthly Uniform Crime Reports (UCR) as well as all other criminal and quasi-criminal activity that is not required to be reported to the State. For comparison purposes, the statistical reporting from the same reporting period one year ago is included. NOTE: This data is insufficient for use in establishing trends, assessing workload distribution or any other statistical analysis. Further data, delving beyond this report, is essential in determining accurate and meaningful insight beyond this report.

REPORTS

	August 2019	August 2018	Total 2019	Total 2018
Criminal Reports				
Non-Criminal Reports				

Sex Offender Registration				
911 Hang-Up / Misdial				
Motorist Assist / Lock-Outs				
Accident / Property Damage				
Accident / Personal Injury				
Accident / Fatal				
Accident / Hit & Run				
D.U.I Reports				
Total				

OFFENSE SUMMARY (Part I Crimes)

	August 2019	August 2018	Total 2019	Total 2018
Murder				
Sex Crimes				
Robbery				
Aggravated Battery				
Burglary				
Theft				
Vehicle Theft				
Arson				
Total				

OFFENSE SUMMARY (Part II Crimes)

	August 2019	August 2018	Total 2018	Total 2019
Battery				
Domestic Battery				
Fraud				
Property Damage				
Weapons				
Drug Offenses				
Sex Offender				
Disorderly Conduct				
Alcohol Minors				
D.U.I				
Alcohol Offenses				
Total				

PATROL ARRESTS

	2018 Total	August 2019	2019 Total
--	---------------	----------------	---------------

Total Miles					

BADGE/STAR GOES HERE



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #2

Tracking Number

PS 2019-26

Agenda Item Summary Memo

Title: Adjudication Reports for July – August 2019

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Informational

Council Action Requested: None

Submitted by: Nicole Decker Police
Name Department

Agenda Item Notes:



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
07/01/2019

Wally, Stroup, Gina, Amber, Chris

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
N 2762	N/S	N	GRAYS JR., DARRYL	N Mandatory	Retail Theft (Shoplifting) Offense Location: 1652 N BEECHER RD	08/12/2019	NO
N 3891	*	N	JAMES, MARISSA E	N Mandatory	Disorderly Conduct Offense Location: 797 GAME FARM RD	08/12/2019	NO
N 3892		N	MUNGER, TYKEYA A	N Mandatory	Disorderly Conduct Offense Location: 797 GAME FARM	08/12/2019	NO
N 3893	*	N	SMITH, MARK S	N Mandatory	Cannabis Offense Location: 797 GAME FARM RD	08/12/2019	NO
N 3947		N	SCHUSTER, MICHELE	N Mandatory	Motor Vehicles on Property Offense Location: 2374 TITUS DR, YORKVILLE, IL 60560	08/05/2019	NO
N 3977		N	DYER, TIMOTHY A	N Mandatory	Rabies Inoculation (Domestic Animals) Offense Location: 404 W VAN EMMON ST	08/12/2019	NO
N 3978		N	DYER, TIMOTHY A	N Mandatory	Dangerous/Vicious Domestic Animals Offense Location: 404 W VAN EMMON ST	08/12/2019	NO
N 4001	*	N	KEORKUNIAN, BROOKE K	N Mandatory	Cannabis Offense Location: 920 PRAIRIE CROSSING DR	08/12/2019	NO
N 4154		N	CASTLE BANK C/O YORKVILLE EXCH	N Mandatory	Certain Weeds (Over 8 Inches High) Offense Location: LOT 5 RESUB LOT 1 FOX HILL UNIT 6	08/12/2019	NO
N 4155		N	YORKVILLE-HARPER LLC	N Mandatory	Certain Weeds (Over 8 Inches High) Offense Location: LOT 5 RESUB LOT 1 FOX HILL UNIT 6	08/12/2019	NO
N 4156		N	RC RAMM HOLDINGS LLC	N Mandatory	Certain Weeds (Over 8 Inches High) Offense Location: 212 WINDHAM CIR, YORKVILLE, IL 60560	08/12/2019	NO
N 4157		N	PAPENDICK, SCOTT D	N Mandatory	Certain Weeds (Over 8 Inches High) Offense Location: 402 LIBERTY ST, YORKVILLE, IL 60560	08/12/2019	NO
P 11764		N	PILEGGI, STANLEY J	P Non Mandatory	Solicitors: Uninvited Offense Location: 902 CANYON TRL	08/12/2019	NO
P 12002		N	DYER, TIMOTHY A	P Non Mandatory	Running at Large (Domestic Animals) Offense Location: 404 W VETERANS PKWY	08/12/2019	NO



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
07/08/2019

Nicole D
Behr P.
Gina H.
Greg I.

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
19-0758		N	SANCHEZ, JORGE	Police Admin Tow	Impounded Vehicle	08/19/2019	NO
				Offense Location: 1652 N BEECHER	Finding: Liable Fac: \$500 bond applies		
19-0766		N	TOWNSEND, SHERRY A	Police Admin Tow	Impounded Vehicle	08/19/2019	NO
				Offense Location: rt 47 / somonauk	Finding: Liable Fac: \$500 bond applies		
N 4158		N	BIG SKY MANANGEMENT LLC	N Mandatory	Commercial Vehicles	08/19/2019	NO
				Offense Location: 8721 ROUTE 126, YORKVILLE, IL 60560	Finding: Dismissed - in compliance		
N 4160		N	AVILA, WILFREDO	N Mandatory	Motor Vehicles on Property	08/19/2019	NO
				Offense Location: 1202 WILLOW WAY, YORKVILLE, IL 60560	Finding: Dismissed - in compliance		
N 4161		N	BILL ANEST FAMILY LIMITED PARTNE	N Mandatory	Certain Weeds (Over 8 Inches High)	08/19/2019	NO
				Offense Location: PT LT 2 FOUNTAIN VILLAGE, YORKVILLE, IL 60560	Finding: Liable Fac: \$500.		
N 4162		N	PADILLA, LUZ MARIA	N Mandatory	Soil Erosion and Sediment Control Purpose	08/05/2019	NO
				Offense Location: TIMBER GLEN SUBDIVISION, YORKVILLE, IL 60560	Finding: Liable Fac: \$750		
N 4163		N	MEADOWBROOK BUILDERS/NC GLOI	N Mandatory	Soil Erosion and Sediment Control Purpose	08/19/2019	NO
				Offense Location: BLACKBERRY WOODS SUBDIVISION PHASE B, YORKVILLE, IL 60560	Finding: Liable Fac: \$750		
N 4164		N	SECRETARY OF VETERANS AFFAIRS	N Mandatory	Certain Weeds (Over 8 Inches High)	08/19/2019	NO
				Offense Location: 1702 JOHN ST, YORKVILLE, IL 60560	Finding: Dismissed - in compliance		
N 4165		N	NICHOLSON, DANIEL	N Mandatory	Certain Weeds (Over 8 Inches High)	08/19/2019	NO
				Offense Location: 206 HEUSTIS ST, YORKVILLE, IL 60560	Finding: Liable + continued to 7-22-19 for review of fines		
N 4166		N	NICHOLSON, DANIEL	N Mandatory	Certain Weeds (Over 8 Inches High)	08/19/2019	NO
				Offense Location: 206 HEUSTIS ST, YORKVILLE, IL 60560	Finding: Continued to 09-04-19		
N 4167		N	NICHOLSON, DANIEL	N Mandatory	Boats	08/19/2019	NO
				Offense Location: 206 HEUSTIS ST, YORKVILLE, IL 60560	Finding: Dismissed - in compliance		
N 4168		N	BORGOINE, CRYSTAL	N Mandatory	Motor Vehicles on Property	08/12/2019	NO
				Offense Location: 204A HILLCREST AVE, YORKVILLE, IL 60560	Finding: Liable Fac: \$100		
N 4169		N	BORGOINE, CRYSTAL	N Mandatory	Motor Vehicles on Property	08/19/2019	NO
				Offense Location: 204A HILLCREST AVE, YORKVILLE, IL 60560	Finding: Liable Fac: \$200		
19-0758		N	CARTAGNA, NICHOLAS E	Non mandatory	Solicitors, License of Registration Required (Mandatory)	08/19/2019	NO
				Offense Location: 2007 DOGWOOD BLVD			

PAID



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
07/15/2019

Ray, Kirsten, Wally, Gina, Chris

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense		1st Date	Check In
② 19-0811 Plea: Liable Finding: Liable	N		FORD, DONNISHA T	Police Admin Tow	Impounded Vehicle	F: 500 C: 0	08/26/2019	NO
				Offense Location: FOX RD/ MILL ST				
N 4170 Plea: Finding: Liable	N		WEST SUBURBAN BANK	N Mandatory	Certain Weeds (Over 8 Inches High)	F: 100 C: 0	08/26/2019	NO
			Scott McPhee	Offense Location: 1133 TAUS CIR, YORKVILLE, IL 60560 (LOT 108 HEARTLAND CIR)				
N 4171 Plea: Liable Finding:	N		WEST SUBURBAN BANK	N Mandatory	Certain Weeds (Over 8 Inches High)	F: 100.00 C: 0	08/26/2019	NO
			Scott McPhee	Offense Location: 1331 SPRING ST, YORKVILLE, IL 60560 (LOT 171 HEARTLAND CIR)				
N 4172	N		NEAL, GLORIA	N Mandatory	Certain Weeds (Over 8 Inches High)	F: 0 C: 0	08/26/2019	NO
				Offense Location: 407 ADAMS ST, YORKVILLE, IL 60560				
N 4173	N		SUBURBAN EQUITY GROUP	N Mandatory	Certain Weeds (Over 8 Inches High)	F: 500.00 C: 0	08/26/2019	NO
				Offense Location: 102 WORSLEY ST, YORKVILLE, IL 60560				
N 4455 Plea: Liable	N		RODRIGUEZ, ARMANDO	N Mandatory	Cannabis	F: 200 C: 0	08/26/2019	NO
			Finding: Liable	Offense Location: W VETERANS PKWY/ CANNONBALL TRAIL				
P 11717	N		HORTON, FELICIA M	P Non Mandatory	Parked on Road - Expired Registration	F: 75.00 C: 0	08/26/2019	NO
				Offense Location: 1352 MARKETPLACE DR				
P 11718	N		HUGHES, BRION	P Non Mandatory	Parked on Road - Expired Registration	F: 75.00 C: 0	08/26/2019	NO
				Offense Location: 1352 MARKETPLACE				

Compliance: 8/24/19

Pete, Greg. Behr. Ambe-



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
07/22/2019

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
N 4165		N	NICHOLSON, DANIEL	N Mandatory	Certain Weeds (Over 8 Inches High)	08/19/2019	NO
Offense Location: 206 HEUSTIS ST, YORKVILLE, IL 60560						Fine stays at \$500	

Kirsten, Pat, Chris, Gina, Gregg



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
07/29/2019

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense		1st Date	Check In
19-0869		N	HERNANDEZ-FLORES, OSCAR A	Police Admin Tow	Impounded Vehicle	F: 500 C: X	09/09/2019	NO
				Offense Location: RT 71 / SLEEPY HOLLOW				
19-0893		N	DOTSON, WILLIE J	Police Admin Tow	Impounded Vehicle	F: 500 C: X	09/09/2019	NO
				Offense Location: ISABEL / ROUTE 34				
19-0897		N	BELL, GEORGE	Police Admin Tow	Impounded Vehicle	F: 500 C: X	09/09/2019	NO
				Offense Location: 807 GAME FARM				
N 3979		N	EVANS, ANNABELLA R. M.	N Mandatory	Retail Theft (Shoplifting)	F: 100.00 C: X	09/09/2019	NO
				Offense Location: 945 ERICA				
N 3980		N	EVANS, DESTINY A	N Mandatory	Retail Theft (Shoplifting)	F: 100.00 C: X	09/09/2019	NO
				Offense Location: 945 ERICA				
N 4002		N	OROZCO, MICAELA C	N Mandatory	Cannabis	F: 75.00 C: X	09/09/2019	NO
				Offense Location: N BRIDGE ST / E VETERANS PKWY				
N 4003		N	RIVERA, KARIZMA D	N Mandatory	Carrying/Discharging on Public Streets (Air Rifles)	F: 75 C: X	09/09/2019	NO
				Offense Location: N BRIDGE ST / E VETERANS PKWY				
N 4174		N	STEWART, JOCELYNN	N Mandatory	Certain Weeds (Over 8 Inches High)	F: DISMISSED C: X	09/09/2019	NO
				Offense Location: 613 GREENFIELD TURN, YORKVILLE, IL 60560				
N 4175		N	L&G INVESTMENT, LLC	N Mandatory	Rubbish and Garbage	F: DISMISSED C: X	09/09/2019	NO
				Offense Location: 320 BLACKBERRY LN, YORKVILLE, IL 60560				
P 11765		N	ROSS, CRYSTAL M	P Non Mandatory	Expired Registration	F: 75 C: X	09/09/2019	NO
				Offense Location: RT 71 / RT 47				
P 12101		N	DESHIELDS, THOMAS L	P Non Mandatory	Parked on Road - Expired Registration	F: 75 C: X	09/09/2019	NO
				Offense Location: 3000 BLOCK OF BAILEY RD				
P 12102		N	RICHMOND, EMANUEL W	P Non Mandatory	Parked on Road - Expired Registration	F: 75 C: X	09/09/2019	NO
				Offense Location: 3000 BLOCK OF BAILEY RD				
P 7058		N	GARCIA, MIGUEL	P Non Mandatory	Parked on Road - Expired Registration	F: 75 C: X	09/09/2019	NO
				Offense Location: PENSACOLA / SARASOTA				

Amber, Kay, Chris, Gregg



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
08/05/2019

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
19-0938	N/S	N	PEKOFKSKE, THOMAS J	Police Admin Tow	Impounded Vehicle	09/16/2019	NO
				Offense Location:	N BRIDGE ST/ W MAIN ST \$500		
N 2463	N/S	N	LAUBACH, WILLIAM T	N Mandatory	Possession of Paraphernalia	09/16/2019	NO
				Offense Location:	N BRIDGE ST/ CANNONBALL TRAIL 09/16/2019 \$250		
N 3380		N	GONZALEZ-MORALES, ALEXIS	N Mandatory	Alcohol - Sale to Minors	09/16/2019	NO
				Offense Location:	1559 SYCAMORE RD Pre: liable \$75		
N 3381		N	RAMIREZ, ELIA N	N Mandatory	Alcohol - Sale to Minors	09/16/2019	NO
				Offense Location:	1423 CANNONBALL TRL Pre: liable \$75		
N 3382		N	ORTA, BRAIN Brian	N Mandatory	Alcohol - Sale to Minors	09/16/2019	NO
				Offense Location:	932 N BRIDGE ST Pre: liable \$75		
N 3383		N	BARROWS, RYAN M	N Mandatory	Alcohol - Sale to Minors	09/16/2019	NO
				Offense Location:	209 S BRIDGE ST Pre: liable \$75		
N 3384		N	SPINABELLA, DENISE M	N Mandatory	Alcohol - Sale to Minors	09/16/2019	NO
				Offense Location:	227 HEUSTIS Pre: liable \$75		
N 3953		N	KHALEIL, HALA NABEEL	N Mandatory	Disorderly Conduct	09/16/2019	NO
				Offense Location:	1800 MARKETVIEW DR Pre: liable \$75		
N 4176	N/S	N	MONTANEZ, ORLANDO	N Mandatory	Certain Weeds (Over 8 Inches High)	09/16/2019	NO
				Offense Location:	1569 WALSH DR, YORKVILLE, IL 60560 \$250		
N 4177	N/S	N	SUBURBAN EQUITY GROUP	N Mandatory	Certain Weeds (Over 8 Inches High)	09/16/2019	NO
				Offense Location:	706 HEUSTIS ST, YORKVILLE, IL 60560 \$500		
N 4457		N	NESS, JOSEPH	N Mandatory	Cannabis	09/16/2019	NO
				Offense Location:	RT 47 / COUNTRYSIDE PKWY Pre: liable \$75		
P 11488		N	ALCARAZ, ARIANNA E	P Non Mandatory	Expired Registration	09/16/2019	NO
				Offense Location:	N BRIDGE ST/ KENNEDY RD		
P 12103		N	RODRIGUEZ, MARIO	P Non Mandatory	Parked on Road - Expired Registration	09/16/2019	NO
				Offense Location:	1460 BLOCL OF CRIMSON LN		



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
08/12/2019

Behr P.
Nicole D.
Walley W.

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
19-0976		N	DULIN, ANNA	Police Admin Tow	Impounded Vehicle	09/23/2019	NO
				Offense Location: RT 34 / MCHUGH	Finding: Liable	F+C: \$500 bond to apply	
19-0999		N	BELL, GEORGE	P Non Mandatory	Impounded Vehicle	09/23/2019	NO
				Offense Location: RT 34 / LYNCLIFF	Finding: Liable	F+C: \$500 bond to apply when paid	
P 10331		N	READER, TYLER SCOTT	P Non Mandatory	Careless Driving or Parking	09/23/2019	NO
				Offense Location: BERTRAM DR / ROSENWINKEL	Plea: Not Liable		
P 12053		N	HEFELE, KRISTIN A	P Non Mandatory	Expired Registration	09/23/2019	NO
				Offense Location: FOX RD/ MORGAN ST	Finding: Liable	F+C: \$75.00	



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
08/19/2019

fina, Gregg. Ray. Amber. Chns.

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
19-1009	N/S	N	MOORE, CRYSTAL LEE	Police Admin Tow	Impounded Vehicle	09/30/2019	NO
				Offense Location:	CENTER PKWY/ VETERANS PKWY		
19-1018	N/S	N	DURAN, HECTOR M	Police Admin Tow	Impounded Vehicle	09/30/2019	NO
				Offense Location:	N BRIDGE ST/ CORNELIS RD		
19-1022		N	BOYER, JARRED D	Police Admin Tow	Impounded Vehicle	09/30/2019	NO
				Offense Location:	W COUNTRYSIDE PKWY/N BRIDGE ST		
19-1037	N/S	N	MILSCHEWSKI, THOMAS A	Police Admin Tow	Impounded Vehicle	09/30/2019	NO
				Offense Location:	N BRIDGE ST/ LANDMARK AVE		
19-1038	N/S	N	BLUME, CHRISTOPHER E	Police Admin Tow	Impounded Vehicle	09/30/2019	NO
				Offense Location:	ROSENWINKEL / GALENA		
N 4178	N/S	N	BILL ANEST FAMILY LIMITED PARTNE	N Mandatory	Certain Weeds (Over 8 Inches High)	09/30/2019	NO
				Offense Location:	PT LT 2 FOUNTAIN VILLAGE, YORKVILLE, IL 60560		
N 4179	N/S	N	PAPENDICK, SCOTT	N Mandatory	Certain Weeds (Over 8 Inches High)	09/30/2019	NO
				Offense Location:	402 LIBERTY ST, YORKVILLE, IL 60560		
N 4180	N/S	N	COZY MASSAGE SPA C/O MR FANHAI	N Mandatory	Permits for Signs	09/30/2019	NO
				Offense Location:	98 E SCHOOOLHOUSE RD, YORKVILLE, IL 60560		
N 4181	N/S	N	YORKVILLE HOLDINGS LLC	N Mandatory	Exterior Property Areas	09/30/2019	NO
				Offense Location:	1901-1965 S BRIDGE ST, YORKVILLE, IL 60560		
N 4182		N	ELLER JR, ROBERT	N Mandatory	Motor Vehicles on Property	09/30/2019	NO
				Offense Location:	4512 MARQUETTE ST, YORKVILLE, IL 60560		
P 11492	N/S	N	KORPELA, AIDAN P	P Non Mandatory	Expired Registration	09/30/2019	NO
				Offense Location:	RT 47 / RT 34		
P 11720	N/S	N	G&C TREE SERVICE	P Non Mandatory	Careless Driving or Parking	09/30/2019	NO
				Offense Location:	RT 47 / WATERPARK WAY		
P 11767	N/S	N	TORRANCE, BROCK R	P Non Mandatory	Expired Registration	09/30/2019	NO
				Offense Location:	RT 34 / CANNONBALL TRL		
P 8612	N/S	N	ROTAEAHN, TROY	P Non Mandatory	No Valid Registration	09/30/2019	NO
				Offense Location:	RT 34 / ISABEL DR		



United City of Yorkville
804 Game Farm Road Yorkville, IL 60560
(630) 553-4340

DOCKET INFORMATION
08/26/2019

Nicole D.
Wally W
Ray M.

Case Number	Juv.	Atty.	Defendant	Ticket Type	Offense	1st Date	Check In
19-1042	PD	N	RELWANI, DAKSH N	Police Admin Tow	Impounded Vehicle	10/07/2019	NO
				Offense Location: 128 BERTRAM	Finding: Liable	Fac: \$500 bond applies	
19-1064		N	BARAJAS, PERLA L	Police Admin Tow	Impounded Vehicle	10/07/2019	NO
				Offense Location: SOMONAUK ST/ N BRIDGE ST	Finding: Liable	Fac: \$500 bond to apply when paid	
19-1065	PD	N	GOHEEN, JAMES M	Police Admin Tow	Impounded Vehicle		NO
				Offense Location: 1083 DALTON AVE	Finding: Liable	Fac: \$500 bond applies	
19-1069	PD	N	BARRIENTOS, ARNOLD	Police Admin Tow	Impounded Vehicle	10/07/2019	NO
				Offense Location: 131 E HYDRALIC	Finding: Liable	Fac: \$500 bond applies	
P 11722		N	HAGGARD, BENJAMIN C	P Non Mandatory	Solicitors: Certificate of Registration Required	10/07/2019	NO
				Offense Location: CALDONIA / RYAN	Finding: Liable	Fac: \$125.00	



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #3

Tracking Number

PS 2019-27

Agenda Item Summary Memo

Title: KenCom Communications Update

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: See Attached Memo

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: None

Council Action Requested: None

Submitted by: Carri Parker, Purchasing Manager

Administration

Name

Department

Agenda Item Notes:

Have a question or comment about this agenda item?

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Memorandum

To: Public Safety Committee
From: Carri Parker, Purchasing Manager
CC: Bart Olson, City Administrator
Date: September 5, 2019
Subject: KenCom Communications Update

Summary

Discussion on the KenCom Communication changes and the effect on the City.

Background

In February, Purchasing Manager Parker was informed that the KenCom Dispatch Center would be installing a new P5 program to allow digital channels for all police agencies using KenCom. The timeline was not set at that time, therefore, was not discussed until late April 2019.

In April 2019, KenCom communicated to all participating agencies through the finance committee and the executive board that the digital platform on P5 would be going live by the end of 2019 and that all agencies, in order to utilize P5 would need to convert their current police radios to a digital format. In addition, KenCom advised that by the end of 2020 they will be incorporating digital encryption on the P5 frequency.

In budget year FY19 the police department purchased 30 portable radios in the amount of \$22,888.00. These radios will support the digital and encryption format; however, additional digital and encryption licensing will need to be purchased.

In May 2019, Purchasing Manager Parker reached out to the five core agencies that utilize KenCom. These five core agencies are Yorkville, Oswego, Montgomery, Plano and Kendall County. All five agencies agreed to work together to identify radio specifications and agreed to participate in the request for proposal believing this would reduce our overall cost of purchase. KenCom released the specifications needed for the P5 channel and a Invitation to Bid was developed and will be released late September with a public opening in October.

Each core agency participating in this joint bid process are at different phases of what needs to be purchased, however, all have agreed to the time-line of funding each phase. Below is a breakdown of the associated costs for the Yorkville Police Department:

Digital Licensing will be purchased in May of 2020 (FY21 Budget)
Encryption Licensing will be purchased in May of 2021 (FY22 Budget)
Mobil Radio Licensing will be purchased in May of 2022 (FY23 Budget)

Recommendation

No action is being requested at this time. Purchasing Manager Parker will be releasing the Invitation to Bid in September and will bring the results and contract approval back to the Public Safety Committee at the November meeting.



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #4

Tracking Number

PS 2019-28

Agenda Item Summary Memo

Title: Police Department Fleet Status and Update

Meeting and Date: Special Public Safety Committee - September 11, 2019

Synopsis: Discussion on the current status of the Police Department Fleet and the future purchases of department vehicles

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: N/A

Council Action Requested: N/A

Submitted by: James Jensen Police
Name Department

Agenda Item Notes:



Memorandum

To: Public Safety Committee
From: James Jensen, Police Chief
CC:
Date: September 5, 2019
Subject: Police Department Fleet Status and Update

Summary

Discussion regarding the current status of the department fleet and future police vehicle purchases.

Background

The police department has a total of 23 vehicles in our current fleet, 21 of which are in service. This number includes three administrative vehicles, two detective vehicles, two supervisor vehicles, eleven first line patrol vehicles and three additional vehicles used for task force, school resource officers and training. The two remaining vehicles are inoperative due to the vehicles age, mileage and mechanical status.

Upon review of our Fleet & Equipment Schedule (Exhibit A) you will see that we have identified the replacement of five vehicles. Three of the five proposed replacements have vehicle rating scores in the high priority replacement category while the other two vehicles qualify for replacement.

In the FY20 budget one vehicle was approved for purchase leaving four additional vehicles for consideration.

Additional discussion is being requested regarding the possibility of leasing vehicles through Enterprise rent a car. See attached Exhibit C as the City of Geneva has entered into a lease agreement with Enterprise to lease their entire fleet of vehicles.

Recommendation

Currently, we have no purchasing recommendation. Based on Exhibits B we would like to discuss purchasing option available to us with the goal of providing a safe and efficient fleet to our employees but to also reduce the overall short and long-term expenditures to the City.

Attachments

- Exhibit A: Fleet & Equipment Schedule
- Exhibit B: Fleet Synopsis for City of Geneva



FLEET MANAGEMENT

Fleet Synopsis for City of Geneva

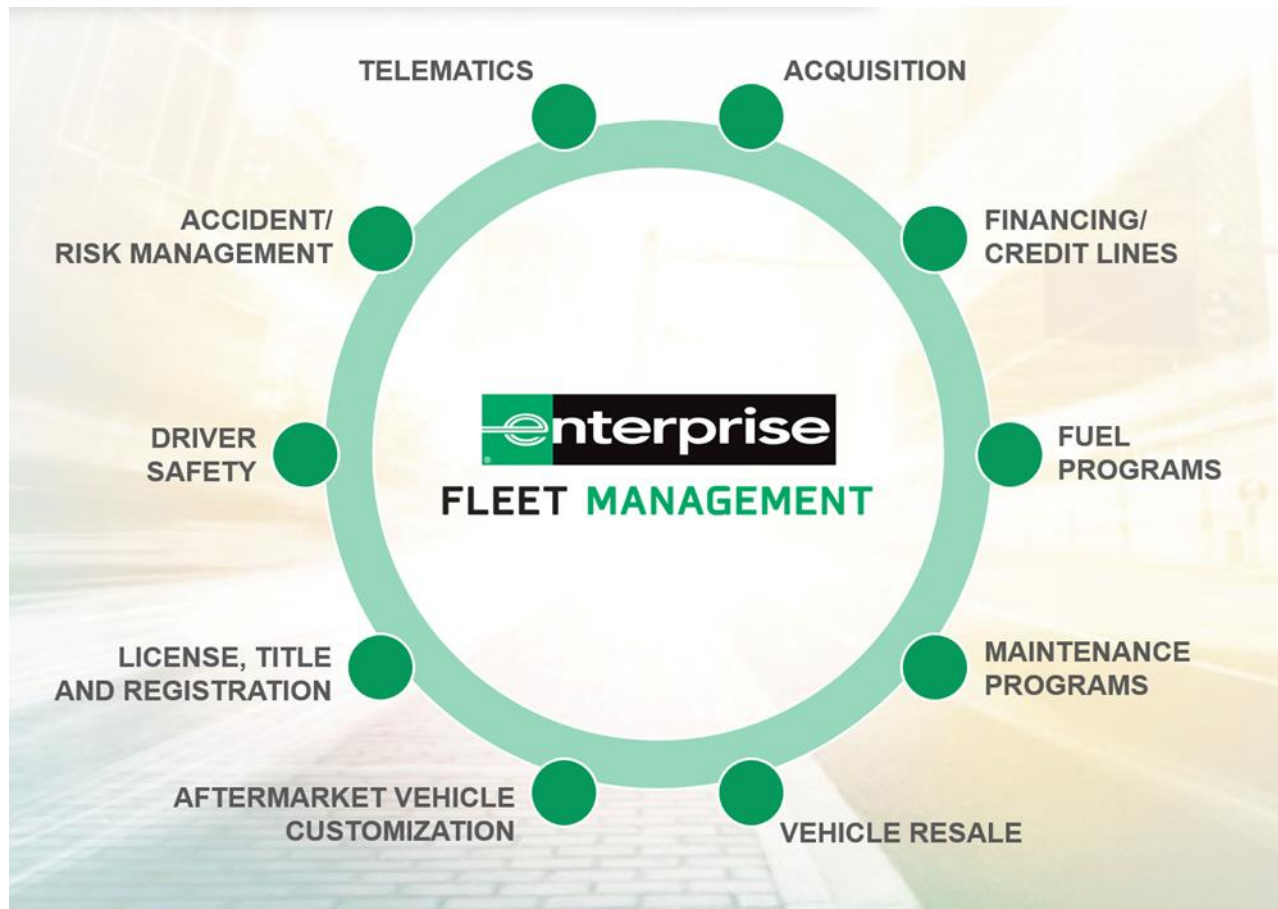
May 11, 2019



City of Geneva
22 S. First Street
Geneva, IL 60134

Enterprise Fleet Management, Inc.
Enterprise Fleet Management
600 Corporate Park Drive
St. Louis, MO 63105
314-512-5000 Main
314-518-5583 Fax

Gabby Harding
Account Executive
1200 Jorie Blvd Ste 300
Oak Brook, IL 60523
630-534-7783
765-585-9258
Gabrail.Harding@efleets.com



Enterprise Fleet Management is a full service fleet management company. From determining a cost-effective life cycle, to acquisition, maintenance, fuel, and resale, Enterprise works with local units of government improve cash flow and drive down the total cost to operate a fleet of vehicles. Enterprise partners with hundreds of local units of government across the country, including dozens in Illinois, to reduce costs and improve efficiency.

A sample of customers include the City of Freeport, Village of Romeoville, City of North Chicago, Village of Bourbonnais, Village of Matteson, City of Kankakee, City of Chicago, Chicago Transit Authority, Lake County Housing Authority, Rockford Housing Authority, the City of Crystal Lake and the Village of Round Lake Beach.

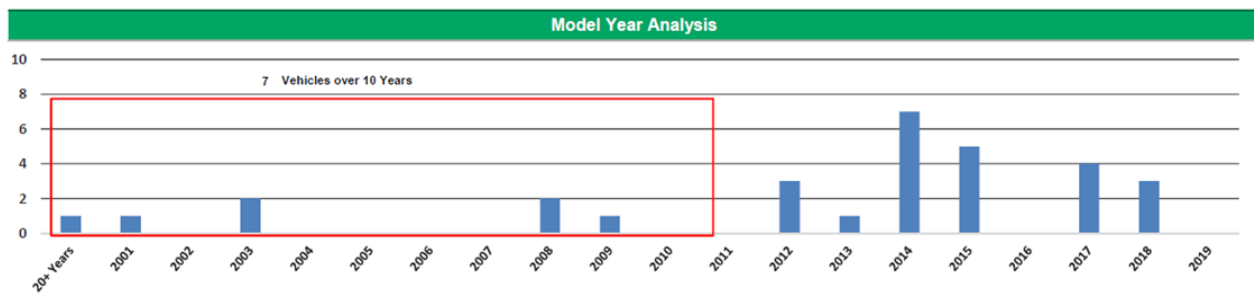
Enterprise has worked with these entities to develop and implement cost-effective fleet replacement programs that improved cash flow and lowered operational costs.

SITUATION

- **City of Geneva is looking for ways to improve cash flow and drive down Total Cost of Ownership within the fleet**
 - 23% of the light and medium duty fleet is currently 10 years or older
 - Older vehicles = higher operational costs
 - Average age of the fleet is 6.8 years
 - Replace 4.4 vehicles each year with cash

OBJECTIVES

- **Develop a sustainable fleet plan that will allow the city to get the fleet onto a healthy replacement cycle**
 - Our goal leverage our collective buying power with Enterprise and maximize equity in the existing fleet to replace 30 light duty vehicles over the next 5 years at a lower total cost.
 - Based on past buying trends the City has replaced 4.4 vehicles each year for an estimated \$107,000 in cash. The city can replace 17 of the oldest vehicles in fleet through Enterprise for an estimated \$91,000 in annual lease payments (excluding additional equipment). The goal is to replace the oldest vehicles in fleet with the highest operational.



- The City will utilize an open-end leases with no mileage restrictions, term restrictions, or wear and tear penalties. Leases are written to a residual balance to preserve cash flow. The open-end lease allows local units of government to replace more vehicles with less cash. It is a tool government entities use to “catch up” on a fleet replacement plan.

- The city has the same ownership rights as purchasing vehicles and retains equity gained at resale. Those 17 vehicles in fleet are worth an estimated \$160,000. The goal is to keep equity from the leased vehicles in the fleet to reduce future lease costs. The equity follows the vehicle. Equity creates the sustainable replacement plan.
- Enterprise has evaluated our specific applications and vehicle utilization to right-type vehicles within the fleet. For example, replacing our older sedans with pickup trucks to ensure we have the right vehicle for the application.
- By replacing vehicles with newer models this will increase fuel efficiency and reduce maintenance expenses.
- The City will leverage Enterprises Fleet Management's ability to sell vehicles at an average of 110% above Black Book (commercial equivalent to Kelley Blue Book).

Impact of Partnership

- **Increase safety of drivers with newer vehicles**

- Currently:
 - 4 vehicles predate Anti-Lock Brake standardization (2007)
 - 7 vehicles predate Electronic Stability Control standardization (2012)
 - ESC is the most significant safety invention since the seatbelt

- **Piggyback off of the Sourcewell RFP that addresses the following:**

- Access to all fleet management services as applicable to the needs of the city
- Supports the city's need for fleet evaluation on a quarterly basis assessing costs and reviewing best practices
- Provide monthly reporting, tracking, and downloads featuring real-time information to make informed fleet decisions

Freeport City Manager's View: How we're working to save tax dollars



By Lowell Crow

Lowell Crow is city manager of Freeport.

October 2017

With the passing of the state budget the state has placed a 2 percent tax on all funds that it distributes to the municipalities. In addition, the state has reduced the distribution of personal property replacement to the municipalities.

This has caused an overall reduction to the city's budget of \$180,000. With reducing funds from the state and more constraints placed on the city budget we have to look for new innovative ways to save the city money. Because of this the city is looking at innovative ways to save money to allow us to have more money to deliver services.

One of these ways we are looking at is leasing of vehicles. The days of municipalities looking at vehicles as assets are gone. Additionally, with upgrades to safety and fuel efficiency, keeping a fleet vehicle for 10-plus years is no longer a viable option.

An example is a vehicle that is bought before 2007 does not have side airbags and anti-lock brakes. We also see an increase in fuel and maintenance costs. With leasing we are able to replace our fleet vehicles for a fraction of the cost as well as reduce maintenance costs. The recently passed agreement with Enterprise will allow us to replace all 22 of our fleet vehicles for a cost of less than \$135,000 a year. Additionally, over that same period, we will expect to see our maintenance cost drop from \$57,000 a year to a little less than \$10,000 a year.

We will also save money through less expenditure on gas for city vehicles due to better gas mileage with new vehicles. Enterprise then determines when the best time it is to turn in the vehicle to get the largest return on our investment.

Usually that is at the four- to five-year mark with \$12,000-\$15,000 being returned to the city. Enterprise uses the city buying power to buy the vehicles at a reduced cost as well. With each new vehicle the local dealerships get a \$300 credit and maintenance is done at the dealerships, at JIFFY lube and other local businesses. Finally the local Enterprise dealer gets credit for the lease, returning money back into the community.

This is an excerpt from <http://www.journalstandard.com/opinion/20171007/freeport-city-managers-view-how-were-working-to-save-tax-dollars>

Crystal Lake OKs renting cars to save \$3.5M*

By MEGAN JONES

May 7, 2018

CRYSTAL LAKE – There is a sweet spot in a car's life, Finance Director George Koczwara said.

A car is optimal until its age causes maintenance costs to rise, a curve Crystal Lake officials will take on with a new citywide fleet rental program for all city and police vehicles. In a 15-year period, the rental program will reduce expenses by \$3.57 million in comparison to current practices, Koczwara said. The money will then be used toward other city needs.

"Obviously, there is no lack of capital or infrastructure requirements, so instead of using for fleet, there is other infrastructure and other capital projects that will be required, such as public works projects and road projects," Koczwara said. The city will lease from Enterprise Fleet Management Inc. for a term of five years, which can be renewed for additional years with approval from the City Council, according to city documents.

Mayor Aaron Shepley said the savings and reduction of maintenance expenses is good news for taxpayers. "I think the fact that city staff did an investigation into this proposal and brought it to us is more evidence of how government can work like a business and do things in the most efficient manner as possible," Shepley said.

Koczwara said each year during the city's annual budgeting, officials look at the most efficient and economical way to buy vehicles and decided to consider other methods.

City staff spent the past year analyzing a new rental program for the 326 city-owned vehicles, many of which are beyond their useful lives. "We came up with the life cycle costing analysis, and the whole goal is to put into place an optimal vehicle replacement schedule," Koczwara said. "We then found the leasing program Enterprise runs and thought instead of outright purchasing, we would lease it as a monthly operating cost."

City vehicles will be leased for about five years, with police vehicles leased for three years. Another element of cost-saving is that of the 116 vehicles participating in the rental program, 54 will have bumper-to-bumper coverage and preventative maintenance done at local shops in Crystal Lake through Enterprise.

"It's giving back to the local business owners, as well," Koczwara said. "We are able to leverage Enterprise's contract with national repair shops to get cost-effective maintenance." One fleet maintenance position will be eliminated through attrition once someone retires. Koczwara said locally, he does not know of any other city governments who use a leasing program, but it has become popular nationally.

"We will be rotating vehicles at optimal time where we can take advantage of its highest residual value before maintenance costs start to increase," Koczwara said.

Koczwara said the program will be reviewed twice a year to see how the vehicle schedule is operating.

This article can be found at: <https://www.nwherald.com/2018/05/04/crystal-lake-oks-renting-cars-to-save-3-5m/aoibs4j/>

*This is a reporting error. "Renting" should say "leasing."

REFERENCES

Below is a list of three (3) client references including name, contact person, and telephone number.

1. Name: **City of Crystal Lake**
 Phone #: 815-356-3652
 Contact Person: George Koczwara, Finance Director

2. Name: **Village of Round Lake Beach**
 Business Phone #: 847-546-2351
 Contact Person: Kevin Bueso, Finance Director

3. Name: **City of Freeport**
 Business Phone #: 815-235-8206
 Contact Person: Lowell Crow, City Administrator



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #5

Tracking Number

PS 2019-29

Agenda Item Summary Memo

Title: Surplus Request for the Disposal of Two Police Vehicles and Invitation to Bid Approval

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: See Attached Memo

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Carri Parker, Purchasing Manager

Administration

Name

Department

Agenda Item Notes:

Have a question or comment about this agenda item?

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Memorandum

To: Public Safety Committee
From: Carri Parker, Purchasing Manager
James Jensen, Police Chief
CC: Bart Olson, City Administrator
Date: September 5, 2019
Subject: Surplus Request for the Disposal of Two Police Vehicles
and Invitation To Bid the Purchase of City Vehicle(s)

Summary

Authorizing the Disposal of Surplus Property Owned by the United City of Yorkville.

Background

During the budgeting process, staff evaluates its department fleet based on the Fleet Replacement Policy. Staff uses the Vehicle Replacement Evaluation Form to determine if a vehicle should continue its service within the said department or be repurposed or replaced/dispose of. Once the determination is reached to replace or dispose of the vehicle, it is up to the City Council to approve such action. The police department has identified two vehicles that are in need of replacement:

- 1) Squad 2 is a 2006 Chevrolet Impala LTZ, (last four digits of the vin #0558) with 107,221 miles. This vehicle has always been an administrative vehicle and was last used in early 2019. This vehicle has significant mechanical issues, extensive rust throughout the exterior and the interior is in fair condition. The current auto maintenance vendor for the department, American Tire, and Automotive estimated the total repair costs to be approximately \$3,000. Following the Fleet Replacement Policy, this vehicle scores a 38 on the Vehicle Replacement Evaluation Form (Exhibit A). According to the policy, any vehicle that has a score of 28+ points is a high priority for replacement.
- 2) Squad 7 is a 2011 Ford Crown Victoria, (last four digits of the vin# 2003) with 130,939 miles. This vehicle has been used mostly as a patrol vehicle. Its use included: responding to emergencies causing high acceleration, stopping from a high speed and prolonged idling periods. This vehicle last served as a Community Service Officer vehicle in 2018. This vehicle has mechanical issues and is not currently running. The vehicle also has some rust appearing on its exterior. Following the Fleet Replacement Policy, this vehicle scores a 34 on the Vehicle Replacement Evaluation Form (Exhibit B), according to the policy any vehicle that has a score of 28+ points is a high priority for replacement.

Purchasing Manager Parker would like the opportunity to release a sealed bid (Exhibit C) for the sale of these two vehicles individually upon the approval of the surplus disposal.

Recommendation

Staff recommends the City Council approve the surplus disposal authorization and to sell two police vehicles individually through a sealed bid. Should the sealed bid process not be successful, staff requests the authorization for the Purchasing Manager to dispose of the vehicles as needed.

Attachments

- Resolution
- Exhibit A - Vehicle Replacement Evaluation Form – Squad 2
- Exhibit B - Vehicle Replacement Evaluation Form – Squad 7
- Exhibit C - Invitation To Bid (ITB) the Purchase of a City Vehicle(s)

**A RESOLUTION OF THE UNITED CITY OF YORKVILLE, ILLINOIS,
AUTHORIZING THE SALE AND TRANSFER OF PERSONAL PROPERTY
OWNED BY THE CITY**

(Squad Cars)

WHEREAS, the United City of Yorkville (the “City”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, in the opinion of a majority of the Mayor and City Council (the “Corporate Authorities”) of the United City of Yorkville it is no longer necessary, useful or in the best interests of the United City of Yorkville to retain ownership of the personal property hereinafter described; and,

WHEREAS, it has been determined by the Corporate Authorities of the United City of Yorkville to dispose of and transfer ownership of said personal property in the manner described in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois:

Section 1: The foregoing recitals are hereby incorporated in this Resolution as findings of the Corporate Authorities.

Section 2: Pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the Mayor and City Council of the United City of Yorkville find that Police Department Squad Cars 2 and 7 owned by the United City of Yorkville, are no longer safe and have serious mechanical issues which would mandate costly repairs and thereafter remain in questionable condition. After review of the results of an evaluation of the current conditions of these vehicles, it has been determined to be in the best interests of the City to sell both vehicles through a sealed bid; provided however, in the event the sale by sealed bids does not occur, the vehicles may be sold in a manner deemed to be in the best interest of the City.

Section 3: Pursuant to said Section 11-76-4, the City Administrator is hereby authorized and directed to proceed with the sale of Squad Car 2 and Squad Car 7 by seal bid or such other means as deemed to be in the best interest of the City, disclaiming all warranties and representations of any kind or nature, whether oral or written, express or implied.

Section 4. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois this _____ day of _____, 2019.

KEN KOCH _____

DAN TRANSIER _____

JACKIE MILSCHEWSKI _____

ARDEN JOE PLOCHER _____

CHRIS FUNKHOUSER _____

JOEL FRIEDERS _____

SEAVAR TARULIS _____

JASON PETERSON _____

APPROVED:

Mayor

Attest:

City Clerk

Vehicle #	M7	Year	2011	United City of Yorkville Vehicle Replacement Guideline Evaluation Form		
Make	Crown	Model	Victoria			
Miles		Hours	n/a			
Original \$		in (date)				
Budgeted Replacement \$				Replacement Point Range:		
Sale /Auction / Estimated Trade-in \$				Under 18 points	Condition I	Excellent
Life Expectancy				18 - 22 points	Condition II	Good
Type of Service	CSO			23 - 27 points	Condition III	Qualifies for replacement
Department	YPD			28+ points	Condition IV	High priority replacement



FACTOR	POINTS	DESCRIPTION	VEHICLE SCORE
AGE	1	Each year of chronological age	8
MILES / HOURS	1	Each 10,000 miles of usage	13
	1	Each 700 hours of usage (priority over miles on heavy duty and off-road equipment)	
TYPE OF SERVICE	1	Standard sedans and light pickups	1
	2	Standard vehicles with the occasional off-road usage	
	3	Vehicles that pull trailers, haul heavy loads, has continued off-road usage, and police administration	
	4	Any vehicle involved in snow removal	
	5	Police emergency response vehicles	
RELIABILITY (PM work is not included)	1	In shop one time within a three month time period, no major breakdowns or road calls	5
	2	In shop one time within a three month time period, 1 breakdown or road call within a three month period	
	3	In shop more than twice within a one month time period, no major breakdown or road call	
	4	In shop more than once within one month time period, two or more breakdowns/road calls within the same time period	
	5	In shop more than twice monthly, two or more breakdowns within one month time period	
MAINTENANCE AND REPAIR COSTS (Accident Repairs not included)	1	Maintenance costs (cumulative total) are \leq 10% of purchase cost	4
	2	Maintenance costs (cumulative total) are \leq 25% of purchase cost	
	3	Maintenance costs (cumulative total) are \leq 45% of purchase cost	
	4	Maintenance costs (cumulative total) are \leq 60% of purchase cost	
	5	Maintenance costs (cumulative total) are \geq 61% of purchase cost	
CONDITION	1	Good drive train and minor body imperfections (road chips, scratches)	3
	2	Imperfections in body & paint, paint fading & dents, interior fair (no rips, tears, burns), and a good drive train	
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior (one or more rips, tears, burns), and a weak or noisy drive train	
	4	Previous accident damage, poor paint and body condition, rust (holes), bad interior (tears, rips, cracked dash), major damage from add-on equipment, and one drive train component bad	
	5	Previous accident damage, poor paint, bad interior, drive train that is damaged or inoperative, major damage from add-on equipment	
TOTAL			34

Vehicle #	M2	Year	2006	United City of Yorkville Vehicle Replacement Guideline Evaluation Form		
Make	Chevrolet	Model	Impala			
Miles		Hours	n/a			
Original \$	21,123.00	in (date)				
Budgeted Replacement \$				Replacement Point Range:		
Sale /Auction / Estimated Trade-in \$				Under 18 points	Condition I	Excellent
Life Expectancy	out of service			18 - 22 points	Condition II	Good
Type of Service	admin			23 - 27 points	Condition III	Qualifies for replacement
Department	YPD			28+ points	Condition IV	High priority replacement



FACTOR	POINTS	DESCRIPTION	VEHICLE SCORE
AGE	1	Each year of chronological age	13
MILES / HOURS	1	Each 10,000 miles of usage	11
	1	Each 700 hours of usage (priority over miles on heavy duty and off-road equipment)	
TYPE OF SERVICE	1	Standard sedans and light pickups	1
	2	Standard vehicles with the occasional off-road usage	
	3	Vehicles that pull trailers, haul heavy loads, has continued off-road usage, and police administration	
	4	Any vehicle involved in snow removal	
	5	Police emergency response vehicles	
RELIABILITY (PM work is not included)	1	In shop one time within a three month time period, no major breakdowns or road calls	5
	2	In shop one time within a three month time period, 1 breakdown or road call within a three month period	
	3	In shop more than twice within a one month time period, no major breakdown or road call	
	4	In shop more than once within one month time period, two or more breakdowns/road calls within the same time period	
	5	In shop more than twice monthly, two or more breakdowns within one month time period	
MAINTENANCE AND REPAIR COSTS (Accident Repairs not included)	1	Maintenance costs (cumulative total) are ≤ 10% of purchase cost	5
	2	Maintenance costs (cumulative total) are ≤ 25% of purchase cost	
	3	Maintenance costs (cumulative total) are ≤ 45% of purchase cost	
	4	Maintenance costs (cumulative total) are ≤ 60% of purchase cost	
	5	Maintenance costs (cumulative total) are ≥ 61% of purchase cost	
CONDITION	1	Good drive train and minor body imperfections (road chips, scratches)	3
	2	Imperfections in body & paint, paint fading & dents, interior fair (no rips, tears, burns), and a good drive train	
	3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior (one or more rips, tears, burns), and a weak or noisy drive train	
	4	Previous accident damage, poor paint and body condition, rust (holes), bad interior (tears, rips, cracked dash), major damage from add-on equipment, and one drive train component bad	
	5	Previous accident damage, poor paint, bad interior, drive train that is damaged or inoperative, major damage from add-on equipment	
TOTAL			38



**INVITATION TO BID
ON THE SALE OF A CITY VEHICLE(S)**

Deadline: _____

**LEGAL NOTICE
INVITATION FOR BID**

The United City of Yorkville, Illinois will accept sealed bids for a City Vehicle(s).

Sealed bids will be received at the address listed below until _____. Bids will be publicly opened and read aloud at this time.

All proposals should be addressed to:

United City of Yorkville
Re: (Contractor name)
Sealed Bid for City Vehicle(s)
Attention: Carri Parker, Purchasing Manager
800 Game Farm Road
Yorkville, IL 60560

Bid packets are available online at <http://www.yorkville.il.us>. The link can be found under the Business Tab-Bids & RFPs. Additional packets may be picked up at the United City of Yorkville City Hall, 800 Game Farm Road, Yorkville, IL 60560. Please contact the Purchasing Manager to schedule a time to pick up the packet.

A pre-bid meeting to view the Vehicle(s) for sale will be held on _____ at _____ local time (weather permitting) at 804 Game Farm Road, Yorkville, IL 60560.

Any questions or interpretation request regarding this Legal Notice or actual bid specifications shall be directed to Carri Parker, Purchasing Manager in writing at cparker@yorkville.il.us, not less than ten (10) business days prior to the scheduled bid opening date.

The contractor shall at all times observe and conform to all laws, ordinances, and regulations of the Federal, State, and City which may in any manner affect the preparation of bids or the performance of the contract.

Carri Parker
Purchasing Manager

GENERAL CONDITIONS

The City is seeking sealed bids for the purchase of a City Vehicle(s). Bidders are required to:

1. Submit a sealed bid, in an envelope marked "City Vehicle(s) Sealed Bid". Bids must be delivered to the United City of Yorkville, attn. Carri Parker, Purchasing Manager, 800 Game Farm Road, Yorkville, IL 60560 no later than _____ local time on _____. No bids received after that date and time will be accepted. Bids will be opened at this time and read out loud.
2. Submission of a bid constitutes acceptance of all terms of this Solicitation, without exception. Bids that reference exceptions to these terms may be rejected by the City.
3. The vehicle(s) are sold on an **"AS IS, WHERE IS"** basis to the highest bidder. The high bidder must make arrangements for pick up and removal of vehicle(s) at City Hall. Award shall be made to the highest bidder on a per item or total cost basis.
4. The City reserves the right to review all bids and determine which bid is in the best interests of the City. The City reserves the right to waive bidding, to reject any or all bids, or to contract directly with any party in its sole discretion. The City reserves the right to require strict conformity to these specifications, or to waive any irregularity, in its absolute and sole discretion.
5. All bids shall be accompanied by a certified check in an amount not less than 100% of the total bid price. The certified check of the successful bidder will be retained by the City and applied towards the purchase price. In the event that the successful bidder fails to close on the sale of the vehicle(s) for any reason following bid opening, the bid deposit shall be forfeit to the City as liquidated damages to cover the City's costs of advertisement and conduct of the bid process. The certified check(s) of all unsuccessful bidders will be returned after the selection of the successful bidder by the City Administrator.
6. Once approved, the successful bidder may be required to execute a bill of sale and a contract acknowledging these terms in writing, at the City's discretion.
7. The successful bidder shall remove the vehicle(s) from the City premises within two weeks of acceptance of the bidders offer.
8. The successful bidder shall remove the vehicle from the City premises by _____ once offer is accepted.
9. Bidder must return the following documents:
 - a. Completed and Signed Bid Form
 - b. Cashier's Check for the full amount of bid
 - c. Completed and signed Bill of Sale Form(s)

TIMELINE

Process Steps	Estimated Date(s)
Release of the Invitation To Bid (ITB)	
Pre-Bid Meeting	
Bid Due Date	
Committee Approval	
City Council Approval	
Removal of Vehicles Deadline	

SPECIFICATIONS

VEHICLE #1	VEHICLE #2
VIN#: 2G1WU581769360558 MAKE: Chevrolet MODEL: Impala YEAR: 2006 STYLE: Sedan FUEL: Gasoline MILEAGE: 107,221	VIN#: 2FABP7BVXBX102003 MAKE: Ford MODEL: Crown Victoria Police YEAR: 2011 STYLE: Sedan FUEL: Gasoline MILEAGE: 130,939

PRE-BID MEETING

The United City of Yorkville will hold a pre-bid meeting to view the vehicle(s) for sale on _____ local time (Weather Permitting) at _____.

BID FORM

_____ (buyer name) herein called the Buyer(s), hereby offer(s) and agree(s) to purchase from the United City of Yorkville, a Municipal Corporation, hereinafter called the City, at the price subject to the terms of the Invitation To Bid the following vehicles.

VEHICLE #1
VIN#: 2G1WU581769360558
MAKE: Chevrolet
MODEL: Impala
YEAR: 2006
STYLE: Sedan
FUEL: Gasoline
MILEAGE: 107,221

Vehicles are sold **"AS IS"** as described in the Bill Of Sale and the City is not responsible for the property upon acceptance of this Bid. Final sale shall be within fourteen (14) days of acceptance of this agreement, unless otherwise agreed to by the parties. This sale is subject to approval by the City Council, and the City reserves the right to reject any and all offers.

Method of Payment:

_____ A. Certified Check

Payable to the United City of Yorkville

\$ _____

Print Name of Buyer(s)

Address (Street, City, State and Zip Code)

Phone Number

Signature of Buyer(s)

Date

BID FORM

_____ (buyer name) herein called the Buyer(s), hereby offer(s) and agree(s) to purchase from the United City of Yorkville, a Municipal Corporation, hereinafter called the City, at the price subject to the terms of the Invitation To Bid the following vehicles.

VEHICLE #2
VIN#: 2FABP7BVXBX102003
MAKE: Ford
MODEL: Crown Victoria Police
YEAR: 2011
STYLE: Sedan
FUEL: Gasoline
MILEAGE: 130,939

Vehicles are sold **"AS IS"** as described in the Bill Of Sale and the City is not responsible for the property upon acceptance of this Bid. Final sale shall be within fourteen (14) days of acceptance of this agreement, unless otherwise agreed to by the parties. This sale is subject to approval by the City Council, and the City reserves the right to reject any and all offers.

Method of Payment:

_____ A. Certified Check

Payable to the United City of Yorkville

\$ _____

Print Name of Buyer(s)

Address (Street, City, State and Zip Code)

Phone Number

Signature of Buyer(s)

Date

BILL OF SALE

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

Seller, the United City of Yorkville, 800 Game Farm Road, Yorkville, Illinois, in consideration of \$ _____, which has been received, hereby sells and transfers to Buyer,

_____ of _____, Illinois
Name Address

the following motor vehicle:

VIN#: 2G1WU581769360558
MAKE: Chevrolet
MODEL: Impala
YEAR: 2006
STYLE: Sedan
FUEL: Gasoline
MILEAGE: 107,221

Seller hereby represents and warrants to Buyer that Seller is the absolute owner of said vehicle, that said vehicle is free and clear of all liens, charges and encumbrances, and the Seller has full right, power and authority to sell said vehicle and to make this Bill of Sale.

ALL WARRANTIES OF QUALITY, FITNESS, AND MERCHANTABILITY ARE HEREBY EXCLUDED, AND THE BUYER ACCEPTS THE VEHICLE IN ITS PRESENT "AS IS" CONDITION. The Village disclaims all warranties and representations of any kind or nature, whether oral or written, express or implied, concerning the vehicle. The transfer of the vehicle is pursuant to any known or unknown deficiencies or defects of or with respect to the vehicle, and an agreement by the Buyer not to assert any claim and to indemnify and hold harmless the City its officials, employees and agents from any liability resulting from the vehicle.

Seller certifies to the best of its knowledge that the odometer reading now reads 108,028 (no tenths) miles and reflects the actual mileage of the vehicle described above.

IN WITNESS WHEREOF, Seller has signed this Bill of Sale on this _____ day of _____ 2019.

Print name and title _____

Buyer:

_____ Date: _____

Print name _____

BILL OF SALE

[illegible]

Seller, the United City of Yorkville, 800 Game Farm Road, Yorkville, Illinois, in consideration of \$ _____, which has been received, hereby sells and transfers to Buyer,

Name _____ of _____, Illinois
Address _____

the following motor vehicle:

VIN#: 2FABP7BVXBX102003
MAKE: Ford
MODEL: Crown Victoria Police
YEAR: 2011
STYLE: Sedan
FUEL: Gasoline
MILEAGE: 130,939

Seller hereby represents and warrants to Buyer that Seller is the absolute owner of said vehicle, that said vehicle is free and clear of all liens, charges and encumbrances, and the Seller has full right, power and authority to sell said vehicle and to make this Bill of Sale.

ALL WARRANTIES OF QUALITY, FITNESS, AND MERCHANTABILITY ARE HEREBY EXCLUDED, AND THE BUYER ACCEPTS THE VEHICLE IN ITS PRESENT "AS IS" CONDITION. The Village disclaims all warranties and representations of any kind or nature, whether oral or written, express or implied, concerning the vehicle. The transfer of the vehicle is pursuant to any known or unknown deficiencies or defects of or with respect to the vehicle, and an agreement by the Buyer not to assert any claim and to indemnify and hold harmless the City its officials, employees and agents from any liability resulting from the vehicle.

Seller certifies to the best of its knowledge that the odometer reading now reads 57,793 (no tenths) miles and reflects the actual mileage of the vehicle described above.

IN WITNESS WHEREOF, Seller has signed this Bill of Sale on this day of 2019.

Print name and title

Buyer:

Date: _____

Print name _____



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #6

Tracking Number

PS 2019-30

Agenda Item Summary Memo

Title: Surplus Request for the Disposal of City Property

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: See Attached Memo

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Carri Parker Administration
Name Department

Agenda Item Notes:



Memorandum

To: Public Safety Committee
From: Carri Parker, Purchasing Manager
James Jenson, Police Chief
CC: Bart Olson, City Administrator
Date: September 5, 2019
Subject: Surplus Request for the Disposal of Police Equipment

Summary

Authorizing the Disposal of Surplus Property Owned by the United City of Yorkville.

Background

Throughout the year, the City departments identify items that are in need of replacement as they are broken, outdated or no longer needed to provide public services to the United City of Yorkville. With the approval from the Council, the Purchasing Manager, will then conduct a surplus sale either through sealed bid, auction, online transaction, or donation to a non-profit organization, local taxing district or other shared services municipality or dispose of items as needed.

Recently, the police department has cleaned out its storage unit and sally port. During the process, the police department have found many items that are no longer needed, or they are not compatible with current operations. In addition to the clean-out, the police department purchased new radios in FY2019. The old radios are in working condition, however, will not be usable in the future due to the KenCom communication change.

Below is a list of the requested items:

- Squad Car Cages
- Prisoner Seats
- Rifle Racks (10 - 20 years old)
- Police Mountain Bikes (15 years old minimum)
- Crosswalk Signs with Rubber Base
- Light Bars
- Old In-Car Radios
- Hand-Held Radar Unit (from the '70s or '80s)
- Panasonic MDTS (old laptops) and Dock / Mounts Pro Vision / Digital Patroller Video Systems
- Portable Radios
- Control Boxes, Consoles
- Radios
- Radio Microphones
- Batteries
- Charging Docks
- Charging Cables

Recommendation

Staff recommends the City Council approve an ordinance declaring the equipment stated above as surplus and direct the Purchasing Manager to conduct a surplus sale either through auction, online transaction, or donation to a non-profit organization, local taxing district or other shared services municipality and dispose of items as needed.

**A RESOLUTION OF THE UNITED CITY OF YORKVILLE, ILLINOIS,
AUTHORIZING THE SALE AND TRANSFER OF PERSONAL PROPERTY
OWNED BY THE CITY**

(Police Department Equipment)

WHEREAS, the United City of Yorkville (the “City”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, in the opinion of a majority of the Mayor and City Council (the “Corporate Authorities”) of the City it is no longer necessary, useful to or in the best interests of the City to retain ownership of the personal property hereinafter described; and,

WHEREAS, it has been determined by the Corporate Authorities that it is in the best interest of the City to dispose of and transfer ownership of said personal property in the manner described in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois:

Section 1: The foregoing recitals are hereby incorporated in this Resolution as findings of the Corporate Authorities.

Section 2: Pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the Mayor and City Council of the United City of Yorkville find that certain equipment of the Police Department as itemized on *Exhibit A* attached hereto (the “Property”) is no longer necessary for the operation of the Department some of which are no longer compatible with other equipment and current operations. After review of these items and an evaluation of their condition, it has been determined to be in the best interests of the City to declare this Property as surplus and proceed to sell as hereinafter set forth.

Section 3: Pursuant to said Section 11-76-4, the City Administrator is hereby authorized and directed to proceed with the sale of the Property and conduct a surplus sale by auction, online transaction, or donation, disclaiming all warranties and representations of any kind or nature, whether oral or written, express or implied.

Section 4. That this Resolution shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois this _____ day of _____, 2019.

KEN KOCH _____

DAN TRANSIER _____

JACKIE MILSCHEWSKI _____

ARDEN JOE PLOCHER _____

CHRIS FUNKHOUSER _____

JOEL FRIEDERS _____

SEAVER TARULIS _____

JASON PETERSON _____

APPROVED:

Mayor

Attest:

City Clerk

Exhibit A

EQUIPMENT

Squad Car Cages
Prisoner Seats
Rifle Racks (10-20 years old)
Police Mountain Bikes (15 years old minimum)
Cross Walk Signs with Rubber Base
Light Bars
Old In-Car Radios
Hand Held Radar Unit (from the 70's or 80's)
Panasonic MDTs (old laptops) and Dock/Mounts Pro Vision/Digital Patroller Video Systems
Portable Radios
Control Boxes, Consoles
Radios
Radio Microphones
Batteries
Charging Docks
Charging Cables



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #7

Tracking Number

PS 2019-31

Agenda Item Summary Memo

Title: Meeting Schedule for 2020

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: Proposed meeting schedule for 2020.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Lisa Pickering Administration
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Public Safety Committee
From: Lisa Pickering, City Clerk
CC: Bart Olson, City Administrator
James Jensen, Chief of Police
Date: August 27, 2019
Subject: Public Safety Meeting Schedule for 2020

Summary

Proposed 2020 meeting schedule for the Public Safety Committee.

Meeting Schedule for 2020

For 2020, if the Public Safety Committee would like to continue meeting bi-monthly at 6:00 p.m., the tentative meeting dates would be as follows:

- January 2, 2020
- March 5, 2020
- May 7, 2020
- July 2, 2020
- September 3, 2020
- November 5, 2020

Recommendation

Staff recommends review of the proposed meeting dates and time so that a meeting schedule can be finalized for 2020.

2020

January						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



Reviewed By:	
Legal	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #8

Tracking Number

PS 2019-32

Agenda Item Summary Memo

Title: Liquor Code Amendment – Bring Your Own (BYO)

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: Proposed amendment to the liquor code allowing “bring your own” beer and wine service.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Lisa Pickering Administration
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>



Memorandum

To: City Council
From: Bart Olson, City Administrator
CC:
Date: September 5, 2019
Subject: BYO Ordinance change between meetings

Summary

Review of a change in the BYO (bring-your-own beer/wine) ordinance proposal between the packet materials published for the September 5th Public Safety Committee meeting (cancelled) and the September 11th special Public Safety Committee meeting.

Background

Since the packet materials were published for the September 5th Public Safety Committee meeting (cancelled) and the Kendall County Record ran an article about the BYO proposal, the staff have heard from a few existing bar and restaurant owners in town. The early feedback from those entities has been negative; they do not want the authority to permit customers to BYO.

The first concern raised was that the ordinance as drafted appeared to be mandatory and not permissive – i.e. a customer had the right to BYO and that the ordinance was not clear enough that a bar or restaurant owner could prohibit BYO. While the original ordinance stated BYO “shall be permitted to allow a customer,” we have amended the ordinance to make it more clear that a bar owner may prohibit BYO if they wish.

The second concern raised was that the ordinance, even if permissive rather than mandatory, would raise all bar and restaurant owners insurance rates in town. The cause of this is explained as, customers go to a BYO restaurant, become severely intoxicated and then show up to a non-BYO restaurant, where the customer is then the partial-liability of the non-BYO restaurant. The City is contacting insurance agents to confirm this concern, but no responses had been received at time of special meeting packet creation.

The third concern raised is general competition. Those establishments that prefer not to allow BYO will be at a competitive disadvantage to those that do allow BYO. We make no proposal to address this concern.

Recommendation

This memo is an informational item, as an update to Lisa Pickering’s original memo. If additional feedback on the BYO ordinance is received prior to the special Public Safety Committee meeting, it may be distributed via supplemental packet. Additionally, if the only feedback received at the time of the meeting is negative, we could narrowly tailor the BYO ordinance to address Flight Tasting Room’s request only.



Memorandum

To: Public Safety Committee
From: Lisa Pickering, City Clerk
CC: Bart Olson, City Administrator
James Jensen, Chief of Police
Date: August 27, 2019
Subject: Liquor Code Amendment – Bring Your Own (BYO)

Summary

Proposed amendment to the liquor code allowing “bring your own” beer and wine service.

Background

Staff has received a request from Flight Tasting Room and Bottle Shoppe to allow patrons to bring their own bottles of beer into their establishment. To accommodate this request, staff is proposing to add a new liquor license class allowing patrons to “bring their own” beer and wine.

The proposed new license class would consist of two parts. The first part is the creation of a Class J: Bring Your Own license class. This new Class J license would allow restaurants that generate more than fifty percent of gross annual revenue from the sale of food to allow their patrons to bring in their own beer or wine onto the premises to be consumed as a complement to the sale of food. The annual license fee is recommended to be set at \$250.00. The second part of this new license class would allow current liquor license holders of Class A, BG, or R licenses to allow patrons to bring their own beer or wine on to the licensed premises without the need for an additional liquor license.

Proposed Amendments to code

3-3-4(A)(4) Classes of Licenses:

J - Bring Your Own. Authorizes the licensee to allow customers to carry their own beer and wine into a “BYO authorized establishment” as defined in this subsection for consumption within that establishment, subject to the conditions in this subsection.

- a. A Class J license may be issued and held by a restaurant that generates more than fifty percent (50%) of its gross annual revenue from the sale of food. A Class J license shall authorize a restaurant to allow patrons to bring their own beer or wine onto the premises to be consumed as a complement to the sale of food.
- b. Establishments holding a Class A, BG, or R license shall be permitted to allow patrons to bring in their own beer or wine as provided in this subsection without obtaining an additional license.

3-3-5(B)(4) License Fees

J - Bring Your Own - \$250.00

Recommendation

Staff recommends approval of the attached ordinance.

Ordinance No. 2019-_____

**AN ORDINANCE OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS,
AMENDING TITLE 3, CHAPTER 3 OF THE CODE OF ORDINANCES
CREATING A NEW LIQUOR LICENSE CLASS AND FEE**

WHEREAS, the United City of Yorkville, Kendall County, Illinois (the “City”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, pursuant to section 5/4-1 of the Liquor Control Act of 1934, as amended, (235 ILCS 5/1-1 et seq.) the Mayor and City Council have the power to determine the number, kind and classification of liquor licenses and the regulations for the sale of alcoholic beverages; and in addition pursuant to its powers to protect the public’s health, welfare and safety this Ordinance is hereby adopted.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois, as follows:

Section 1. That Title 3, Chapter 3, Section 4, Subsection (A)(4) of the Code of Ordinances of the City, as amended, be and is hereby amended by adding the following new classification for a liquor license:

“J - Bring Your Own. Authorizes the licensee to allow customers to carry their own beer and wine into a “BYO authorized establishment” as defined in this subsection for consumption within that establishment, subject to the conditions in this subsection.

- a. A Class J license may be issued and held by a restaurant that generates more than fifty percent (50%) of its gross annual revenue from the sale of food. A Class J license shall authorize a restaurant to allow patrons to bring their own beer or wine onto the premises to be consumed as a complement to the sale of food.
- b. Establishments holding a Class A, BG, or R license ~~shall be permitted to allow~~ may permit patrons to bring in their own beer or wine as provided in this subsection without obtaining an additional license but only if the licensee so desires.”

Section 2. That Title 3, Chapter 3, Section 5, Subsection (B)(4) of the Code of Ordinances of the City, as amended, be and is hereby amended by adding the following:

J – Bring Your Own \$250.00

Section 3. This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed by the City Council of the United City of Yorkville, Kendall County, Illinois, this ____ day of _____, 2019.

City Clerk

KEN KOCH _____

DAN TRANSIER _____

JACKIE MILSCHEWSKI _____

ARDEN JOE PLOCHER _____

CHRIS FUNKHOUSER _____

JOEL FRIEDERS _____

SEAVER TARULIS _____

JASON PETERSON _____

APPROVED:

Mayor

Attest:

City Clerk

Ordinance No. 2019-_____

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- b. Establishments holding a Class A, BG, or R license shall be permitted to allow patrons to bring in their own beer or wine as provided in this subsection without obtaining an additional license.”

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J – Bring Your Own \$250.00

Section 3. This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed by the City Council of the United City of Yorkville, Kendall County, Illinois, this ____ day of _____, 2019.

City Clerk

KEN KOCH _____

DAN TRANSIER _____

JACKIE MILSCHEWSKI _____

ARDEN JOE PLOCHER _____

CHRIS FUNKHOUSER _____

JOEL FRIEDERS _____

SEAVER TARULIS _____

JASON PETERSON _____

APPROVED:

Mayor

Attest:

City Clerk



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input checked="" type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #9

Tracking Number

PS 2019-33

Agenda Item Summary Memo

Title: Police Department Staffing Discussion

Meeting and Date: Special Public Safety Committee – September 11, 2019

Synopsis: Discussion on the current staffing levels of the police department and the anticipated growth for FY21

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: N/A

Council Action Requested: N/A

Submitted by: James Jensen Chief of Police
Name Department

Agenda Item Notes:



Memorandum

To: Public Safety Committee
From: James Jensen, Police Chief
CC:
Date: September 5, 2019
Subject: Police Department Staffing

Summary

Discussion regarding the current staffing levels of the department and the anticipated staffing levels for FY21

Background

As part of the goal setting process for the United City of Yorkville the council identified police department staffing as the number one goal. This commitment has led to the hiring of six (6) police officers in FY20 with an additional three (3) positions yet to be filled. Total department staffing numbers currently sit at 29 with an authorized staff of 33. One additional officer position has been approved with the candidate being offered a conditional offer pending successful completion of a medical review and psychological examination. Upon successful completion this candidate will attend the Police Training Institute on September 15, 2019. Please refer to the manpower allocation data & staffing plan (Exhibit A) for further details regarding staffing justifications.

Careful attention should be paid to the "Potential Staffing Issues" section of exhibit A. An Officer has expressed the desire to retire from service in May of 2020. While the loss of a seasoned officer will affect this organization, not planning for this retirement will have even greater impact.

The US Department of Justice, who is responsible for overseeing the COPS Office, recently announced that the COPS hiring grant will be fully funded and released once the Ninth Circuits decision to reverse the injunction has taken effect. The expected date of release for this opportunity is late September. Our intention is to look at alternate funding sources for the hiring of additional police personnel.

Recommendation

At this time the staffing discussion is informational only. The two vacant positions have been accounted for in the FY20 budget and looked to be filled in January of 2020. The potential retirement replacement, specific to budgetary allocation is being reviewed with Finance Director Fredrickson.

Attachments

Exhibit A: Manpower Allocation Data & Staffing Plan

YORKVILLE POLICE DEPARTMENT

Manpower Allocation Data

	2014	2015	2016	2017	2018
City Population	18,157	18,454	18,845	19,388	19,930
Incidents	11,632	12,458	12,854	11,953	12,046
Reports	1,840	1,788	1,911	1,916	2,045
Arrests	448	413	483	481	439
Crime Prevention Notices	279	728	225	539	264
Alarm Calls	Unknown	Unknown	Unknown	Unknown	Unknown

Crime Data

	2014	2015	2016	2017	2018
Part I Crimes					
Murder	0	0	0	0	0
Sex Crimes	4	11	5	6	8
Robbery	2	3	5	1	3
Aggravated Battery	3	10	4	4	7
Burglary	20	21	28	17	17
Theft	152	136	135	143	178
Vehicle Theft	12	6	11	5	5
Arson	0	1	1	1	2
Total	193	188	189	177	220
Part II Crimes					
Battery	34	34	48	61	42
Domestic Battery	95	87	113	96	91
Fraud	36	35	48	48	60
Property Damage	69	61	87	101	74
Weapons	3	6	3	7	3
Drug Offenses	12	17	17	34	29
Sex Offender	4	2	7	4	10
Disorderly Conduct	44	39	31	37	33
Alcohol Minors	31	23	16	19	33
DUI	34	19	44	23	34
Alcohol Offenses	0	2	0	1	0
Total	362	325	414	431	409

Crime Rate

	2014	2015	2016	2017	2018
Part I Crimes	193	188	189	177	220
Crime Rate	1,062	1,018	1,003	913	1,104
Population	18,157	18,454	18,845	19,388	19,930

To help in determining a jurisdiction's "Crime Rate", a formula was developed to provide a uniform crime rate based on each jurisdiction's population. The purpose of the formula is to compare all cities, towns, villages and states equally. This Crime Rate indicates the volume of crime occurring within a given population. It is defined as the total number of UCR/Index Crimes per 100,000 inhabitants and is calculated as follows:

$$\text{Part I Crimes} \times 100,000 / \text{population} = \text{Crime Rate}$$

Traffic Crash Data

	2014	2015	2016	2017	2018
Traffic Crashes	555	575	610	574	618
Property Damage	479	470	497	461	520
Personal Injury	29	51	59	59	56
Hit & Run	46	52	51	52	41
Fatal	1	3	3	2	1

Traffic Stop Data

	2014	2015	2016	2017	2018
Traffic Citations	1,096	978	1,254	882	1,022
Traffic Written Warnings	2,943	4,132	5,237	4,238	3,893
Ordinance Violations – Mandatory N (Police & Building & Zoning Violations)	289	203	244	229	171
Ordinance Violations – Non-Mandatory P (Police Only)	335	313	413	197	274
Administrative Tows	139	121	161	117	109

Investigations & Evidence

	2014	2015	2016	2017	2018
Evidence Brought In	1,012	1,112	1,106	851	1,567
Evidence Destroyed	830	796	734	420	188
Investigations					
Cases Assigned	23	50	60	103	106
Cases Closed	23	50	59	97	91
Arrests	Unknown	Unknown	Unknown	Unknown	Unknown

Employee Data

	2014	2015	2016	2017	2018
Sworn Officers					
Sergeants					
Command					
Community Services Officers					
Records					

Personnel Date

Year	Total Sworn	Hours Worked	Comp Time Earned	Overtime Earned
2014				
2015				
2016				
2017				
2018				

Yorkville Police Department

Staffing Plan

Updated: 8/23/19

PATROL

Squad A (Midnight Shift)	Squad B (Midnight Shift)	Squad C (Dayshift)	Squad D (Dayshift)
Sgt Hunter	Sgt. Jeleniewski	Sgt. Stroup	Sgt. Carlyle
Officer Kolowski	Officer Mott	Officer Johnson	Officer Ketchmark
Officer Gerlach	Officer Kuehlem	Officer Hart	Officer Davis
Officer Jeka	(VACANT – 1 st Priority)	Officer Soebbing	(VACANT – 2 nd Priority)
(VACANT – 3 rd Priority)	(VACANT – 4 th Priority)	(VACANT – 6 th Priority)	(VACANT – 5 th Priority)

INVESTIGATIONS

Investigations	Kendall CPAT	CIT	SRO
Det. Sgt. McMahon	Inspector _____	Inspector Heye	Officer Goldsmith
Detective Nelson			
Detective Meyer			

AVAILABLE PERSONNEL

Personnel	Notes
Officer Borowski	FTO Completion 9/12/19 (Fill Squad B Vacancy)
Officer Fisher	FTO Completion 9/14/19 (Fill Squad D Vacancy, will move when Fisher is on his own)
Officer Opp	FTO Completion 9/26/19 (Fill Squad A Vacancy)
Officer Mertes	FTO Completion 10/10/19 (Fill Squad B Vacancy)
Officer Enk	FTO Completion 12/21/19 (Fill Squad D Vacancy)
Officer Swanson	FTO Completion 12/21/19 (Fill Squad C Vacancy)
2019 Budget Hire	OPEN POSITION (8/23/19 Conditional Offer of Employment (Set to go to academy 9/15/19))
2019 Budget Hire	OPEN POSITION
2019 Budget Hire	OPEN POSITION
Sergeant Position TBD	On Leave

COMMAND

Personnel	Notes
Deputy Chief Mikolasek	
Deputy Chief Pfizenmaier	
Chief of Police Jensen	

Total Sworn Staffing

Officers	21
Sergeants	5
Command	<u>3</u>
Total Sworn	29

This number does not include Open Sergeant Position or the three 2019 Budget Hires

Total Authorized Staff: 33 Sworn

POTENTIAL STAFFING ISSUES (Retirement/Extended Leave)

Personnel	Notes
Patrol Officer	Possible retirement in June of 2020.
Patrol Sergeant	Possible retirement late 2020 or early 2021

Uniform Crime Report Crime in the United States, 2017

POLICE EMPLOYEES

Definition: The uniform crime reporting (UCR) program defines law enforcement officers as individuals who ordinarily carry a firearm and a badge, have full arrest powers, and are paid from governmental funds set aside specifically for sworn law enforcement representatives.

User's Note: Because of law enforcement's varied service requirements and functions as well as the distinct demographic traits and characteristics of each jurisdiction, readers should use caution when drawing comparisons between agencies; staffing levels based on police employment data from the UCR Program. In addition, the data presented here reflect existing staffing levels and should not be interpreted as preferred officer strengths recommended by the FBI. Lastly, it should be noted that the totals given for sworn officers for any particular agency reflect not only the patrol officers on the street, but also the officers assigned to various other duties such as those in administrative and investigative positions and those assigned to special teams.

DATA COLLECTION

- Each year, law enforcement agencies across the United States report to the UCR Program the total number of sworn law enforcement officers and civilians in their agencies as of October 31.
- Civilian employees include full-time agency personnel such as clerks, radio dispatchers, meter attendants, stenographers, jailers, correctional officers and mechanics.

SUMMARY OVERVIEW

- A total of 13,128 law enforcement agencies provided data on the number of full-time law enforcement employees (sworn officers and civilian personnel) on staff in 2017.
- Nationwide the rate of sworn officers was 2.4 per 1,000 inhabitants. The rate of full-time law enforcement employees (civilian and sworn) per 1,000 inhabitants was 3.4.

29 Sworn Officers / 19,930 = 1.46 per 1,000 inhabitants
30 Sworn Officers / 19,930 = 1.51 per 1,000 inhabitants
31 Sworn Officers / 19,930 = 1.56 per 1,000 inhabitants
32 Sworn Officers / 19,930 = 1.61 per 1,000 inhabitants
33 Sworn Officers / 19,930 = 1.66 per 1,000 inhabitants