

**2023**  
**COMMUNITY RESPONSE UNIT**  
**ANNUAL REPORT**



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

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## **COMMUNITY RESPONSE UNIT**

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

The CRU Officer and Crime Free Multi-Housing (CFMH) certified personnel also teach the 8-hour CFMH class approximately four times per year. This mandatory program provides property owners with many valuable resources regarding tenant screening, premise liability, evictions, and recognizing gang and drug activity.

## **PERSONNEL**

The CRU is overseen by Deputy Chief Jose Gonzalez and supervised by Sergeant Stephen Oskroba. Officer Carl Bauer was initially assigned to the Unit, but he has been replaced with Officer Marcus Rivera.

## **CRIME FREE MULTI-HOUSING**

A total of 13 nuisance abatement letters and 12 CFMH addendum violation letters were sent out in 2023 and were followed up on by the CRU officer. At the majority of the properties, the problem tenants were either evicted, are in the process of being evicted, or left voluntarily. At those properties where the problem tenant did not leave, the Unit has not had no further nuisance incidents.

49 contact card notifications were sent to rental property owners throughout the year. The concept of this card was suggested by the rental property owners in one of the CFMH classes. Owners wanted to be notified whenever the police responded to any type of police activity at their rental properties so that they could be kept up to date and discuss any problems with their tenants if necessary. Officers fill these cards out for any type of incident at a rental property. All calls for service are checked daily as well, and rental property owners are notified if police are called to their rental properties.

There were five CFMH classes held in 2023, with a total of 36 landlords in attendance. The classes were taught by Officer Bauer, Sergeant Oskroba, and Administrative Secretary Andrea Lieberenz. Officer Rivera observed/assisted with the class that took place in November of 2023. Representatives from Community Development also assisted with the class.

There were no new properties that completed all three phases of the CFMH program this year.

There were no properties that were re-certified in the Crime Prevention through Environmental Design (CPTED) program.

## **SERVICE REQUESTS**

CRU Officer Bauer and CRU Officer Rivera tracked all of the service requests that the Police Department forwarded to other Village departments. Twenty-nine service request forms were forwarded to other Village departments. The Unit meets regularly with Community Development personnel to discuss the status of many of these requests and to work with them to develop better ways to handle issues. This has helped to establish a better working relationship between the Police Department and Community Development.

## **QUALITY-OF-LIFE ISSUES**

The CRU Sergeant and Officer meet with Community Development personnel periodically to discuss service requests and quality-of-life issues within the Village.

The CRU follows up with full enforcement, including court, on the following Code violations:

- Abandoned Vehicles
- Garbage
- House Numbering
- Lighting in Parking Lots
- Locks on Doors
- Parking on Unimproved Surfaces
- Rubbish/Exterior Storage
- Tall Grass/Tall Weeds

The CRU officers check Community Development's database (the Dashboard) to see if they already have a service request open. If not, an officer leaves a pre-printed letter at the address, advising the owner of the violation and that the officer will be back in fourteen (14) days to make sure they are in compliance. The officer also documents the violation by taking a picture. If after fourteen (14) days the officer notices the residence is not in compliance, the owner will be issued an Administrative Adjudication citation. This year, the CRU handled 51 violations. There were 22 Administrative Adjudication citations written.

## **PROJECTS**

**Loitering Program:** Five property owners signed up for the Loitering Program in 2023.

**Vacant Residential Properties:** The CRU has been working with the Field Services Division and the Village Finance Department to identify vacant residential properties that have building code violations, are unsecured, or are receiving complaints from neighbors. The Unit identifies the owners of these properties by using property reports and checking Illinois foreclosure information. Approximately 38 vacant residential properties were checked by the CRU twice in 2023. Photographs were taken of the properties with Code violations. The CRU officer kept track of all the vacant properties and updated the list quarterly based on information from the Field Services Division and the Village Finance Department. Current properties on the list are re-evaluated each month.

## **OTHER MEETINGS AND EVENTS**

CRU personnel met with Community Development personnel when needed to discuss quality-of-life issues within the Village. The CRU met with the property management company of College Park Apartments and Indian Trail Apartments periodically to discuss nuisance abatement letters and any issues. The CRU volunteered at numerous functions with the Addison Fire Protection District, the Addison Park District, School District 4, AAA Chicago, and other organizations during the year.

Activities and functions attended in 2023 are as follows:

In January 2023, Officer Bauer attended a CFMH seminar at the Wheeling Police Department.

In February 2023, Officer Bauer, Sergeant Oskroba, and Administrative Secretary Lieberenz taught the CFMH class.

In April 2023, Officer Bauer, Sergeant Oskroba, and Administrative Secretary Lieberenz taught the Police Department CFMH class. Sergeant Oskroba and Officer Bauer attended a meeting with the command staff and the Community Development Department regarding a resident's complaint about a Village ordinance violation on the southeast side of Beat 2. Specific violations were for cars and trailers parked in back yards, inoperable vehicles, and junk in yards.

In June 2023, Officer Bauer, Sergeant Oskroba, and Administrative Secretary Lieberenz taught the CFMH class.

In November 2023, Officer Rivera was assigned as the new CRU officer on a part-time basis due to manpower issues. Officer Bauer and Sergeant Oskroba conducted in-house training on the responsibilities and expectations of the CRU. Officer Rivera, Sergeant Oskroba, and Administrative Secretary Lieberenz taught the CFMH class.

In December 2023, Sergeant Oskroba and Officer Bauer conducted in-house training on the responsibilities and expectations of the CRU. Sergeant Oskroba and Officer Rivera attended the Illinois Crime Free Association seminar.

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

A nuisance abatement letter for Aggravated Battery to a Peace Officer/Resisting was sent to the owner of the property in the 0-100 block of N. Iowa Avenue. On 1/18/2023, Officer Bauer followed up with the property management company. They were working on a plan of action. Follow up will continue regarding this abatement letter.

The owner of the property in the 400 block of Green Oaks Court was sent a Crime Free addendum violation letter for Resisting a Peace Officer on 1/18/2023. Officer Bauer made contact with the property owner, who said the tenant was issued a Notice to Evict.

The owner of the property in the 400 block of Stevens Drive was sent two Crime Free addendum violation letters for Resisting a Peace Officer/Aggravated Battery to a Police Officer. Officer Bauer made contact with the property owner on 1/24/2023. He said he would consult with his attorney about an expedited plan of action. Follow-up is on-going.

A Crime Free addendum violation letter for Possession of a Controlled Substance and Possession of Drug Paraphernalia was sent to the owner of the property in the 700 block of Swift Road. The owner of the property spoke to the tenant and told him that if there were any further incidents, the landlord would take an alternative plan of action.

Officer Bauer was forwarded a concerned citizen's complaint regarding speeding autos in the 800 block of N. Central Avenue. Officer Bauer conducted several extra patrols in the area. A written watch was created for officers in the area.

On 2/24/2023, the property manager of College Park Apartments contacted Officer Bauer to advise him that two individuals were added to the College Park ban list. The property manager said they would inform him about any new subjects they want banned from the property.

Officer Bauer received a complaint from Community Development regarding a possible business license violation at a property in the 600 block of Factory Road. A business check was conducted on several different occasions. It did not appear any business was being conducted. Follow up with the property owner was conducted. They advised they have not had a tenant in approximately four years due to on-going litigation. The property owner advised they could not obtain a business license until necessary repairs were made. That information was given to Community Development Inspector Joe Cirincione, who did not need any further assistance.

An investigation began on an illegally dumped/stripped 2006 Volvo tractor on the property in the 0 – 100 block of Industrial Road on 1/13/2023. Video footage was obtained from several businesses in the 500 S. block of Vista Avenue, and offender information was obtained showing employees towing the tractor from inside the business to the property on Industrial Road.

The owner of the property wanted to sign complaints, and contact was made with the owner of offending business, who denied any affiliation with the dumped/stripped tractor. The owner business was issued a citation.

A complainant filed a police report regarding a business in the 400 block of S. Vista Avenue that was running a business without a business license. It was confirmed they did not have a business, and a compliance citation was issued.

It was reported the entire building in the 200 block of S. Hale Street had not had hot water for several weeks. Contact was made with the building owner, who said there was an on-going issue with the management company. They agreed to hire a plumbing contractor to fix the problem as soon as possible.

There were on-going noise complaints on the property located in the 500 block of Stevens Drive. Several officers had responded for numerous complaints. The property manager was sent a Crime Free lease addendum. They advised they would start the eviction process. The property manager was told a nuisance abatement letter would be sent if the noise complaints continued, resulting in daily fines.

On 3/1/2023, Officer Bauer spoke with the property manager of College Park Apartments. Two subjects were added to the College Park Apartments ban list.

On 3/8/2023, Officer Bauer made contact with an employee of Republic Services to assist in replacing the dumpsters at properties in the 100 block of S. Lincoln Avenue that were tagged with graffiti. Contact was made with the property owner. He will install cameras to curb these graffiti reports.

On 3/8/2023, Officer Bauer assisted Crime Analyst Lehman with a business in the 600 block of W. Lake Street that did not have a business license.

Follow up was made with the owner of the property in the 300 block of W. Dale Drive regarding on-going problems with cannabis smoking. A knock and talk was conducted, and contact was made with the tenant. The tenant was receptive and agreed to refrain from consuming cannabis inside the apartment.

The owner of the property in the 300 block of N. Addison Road was sent a nuisance abatement letter on a Noise Violation/Local Retail Liquor License that was reported to the Police Department. On 4/8/23, a food, liquor, and merchandise “pop up” event was found at that location without proper permit. No further events have occurred at the property. The property owner gave the tenant a formal warning.

A complaint was received from a tenant who resided in the basement of a property in the 0 – 100 block of N. Highview about the locks being changed by the property owner. It was learned the property was not listed as a rental and did not have a proper license. Community Development was notified.

A complaint was received regarding loud noise/music at a property in the 600 block of N. Briar Hill Lane. The tenant was issued a citation for loud noise on 4/18/2023. The property owner was contacted and was told to contact the tenant about this complaint.

Officers were dispatched to the 0 – 100 block of N. Adams Drive for ordinance violations. A significant amount of miscellaneous trash, scrap metal, and vehicles were found. Letters were sent to the homeowner for Exterior Storage and Parking on Unimproved Surface. The homeowner resolved both issues.

The property manager of College Park Apartments reported that a subject had been placed on the College Park ban list.

The owner of the property in the 600 block of N. Lincoln Avenue was sent two nuisance abatement letters, as well a Crime Free lease addendum violation for Battery/Obstructing a Peace Officer. The property owner advised that the tenant was evicted.

The owner of the property in the 100 block of E. Blecke Avenue was sent a Crime Free lease addendum violation, along with a plan of action form regarding a Battery report. The property owner said this was an isolated incident, but still put the tenant on probation.

A report was received about a homeless subject living at Louis Reservoir. The subject was offered shelter, as well as a ride, but declined. Northeast Family and Youth Services and the Addison Public Library Social Services Department were notified.

On 6/12/2023, a contact card was received for a subject who was living in a tent on private property in the 1000 block of N. Rohlwing Road. On 6/14/2023, the subject was contacted and was provided shelter information. He was offered a ride, but declined it. On 6/23/2023, a therapist from Northeast Family and Youth Services met with the subject at the Addison Public Library. The therapist provided him with information on shelters and food pantries, as well as provided him with resources to find an apartment to rent.

On 6/22/2023, a loitering complaint was received from the safety manager of a property in the 2100 block of Executive Drive regarding unwanted subjects loitering in the parking lot, making employees feel unsafe. The property was added to the Loitering Program.

On 6/22/2023, a complaint was received about five people sleeping in a one-bedroom apartment. The manager of the property in the 100 block of S. Villa Avenue was contacted; the issue was resolved.

The owner of a property in the 600 block of N. Swift Road was sent a nuisance abatement letter for Aggravated Battery to a Police Officer/Battery/Assault/Resisting a Peace Officer. Officer Bauer contacted the property owner who reported the tenants vacated the property on 7/22/2023.

A complaint was received for a barking dog on a property in the 300 block of W. Fullerton Avenue. The property owner contacted the tenant, but the complaint continued. The eviction process was initiated.

Officer Bauer was contacted by an owner of the property in the 500 block of W. Moreland Avenue regarding a tenant dispute over non-payment of rent. The property owner advised the tenants were not paying rent; however, they are in the process of putting the residence up for sale. The property owner said they initiated the eviction process, but was willing to negotiate terms if the tenants voluntarily left the property. The property owner offered to pay for a short-term stay in a local hotel, as well as the first month's rent on a new apartment. Contact was made with the tenants. They also requested assistance regarding a new place to stay, as well as financial support since they did not trust the property owner. Officer Bauer met with the social services specialist at the Addison Public Library. The social services specialist will assist both the tenant and the property owner in obtaining food and financial and housing support services.

Officer Bauer assisted an associate therapist from Northeast DuPage Family and Youth Services and Community Development Inspector Eric Balthazar regarding a hoarding investigation in the 900 block of W. Army Trail Road. Several notices of Village ordinance violations were sent in hopes of cooperation. Coordinated efforts are ongoing.

The owner of the property in the 200 block of S. Hale Street was sent a nuisance abatement letter for a noise violation. Officer Rivera spoke to the property owner who said the tenant was warned about the noise. The tenant reported that the noise was caused by a relative who had been visiting, but would no longer be allowed at the residence. The property owner asked to be notified if there were any other nuisances at the property.

The owner of the property in the 100 block of S. Lincoln Avenue was sent a nuisance abatement letter for Aggravated Discharge of a Firearm/Unlawful Use of Weapon/Unlawful Possession of Firearm". Officer Rivera followed up with the property owner who advised the tenant responsible was currently incarcerated. The property owner spoke to the other tenant and stated they were going to serve a ten (10) day notice. The property owner advised the remaining tenant was in the process of moving out.

The owner of the property located in the 800 block of College Boulevard was sent a Nuisance Abatement letter for "Aggravated Discharge of a Firearm/Unlawful Use of Weapon/Unlawful Possession of Firearm". Officer Rivera followed up with the property owner requesting a plan of action be submitted. The property owner advised the tenant no longer resides at the address.

The owner of the property located in the 300 Block of North State, was notified of a noise complaint. Responding officers issued a warning to the uncooperative tenant. The property owner was notified.

A written watch was issued for illegally parked vehicles and loud parties in the area of Keebie Court. During the written watch period, no calls for service were generated for the area; however, two parking citations were written. It did not appear that there was an excessive number of cars parked in the area. The complainant was told to call the police if he had any other issues with illegally parked vehicles or loud noise in the area.

The owner of the property located in the 1300 block of W. Mulloy Drive was contacted regarding a noise violation. A plan of action was requested. The property owner said he would speak to the tenant about the noise complaint to prevent any future calls for service.

The owner of the property in the 100 block of S. LaLonde Avenue was contacted regarding landlord tenant dispute for non-payment of rent. Officer Rivera spoke with the tenant who said they were trying to get rent assistance, but needed a copy of the lease agreement. The property owner said he would send the tenant, via certified mail, a copy of the lease, as well as issue a five-day notice in order to begin the eviction process.

The owner of the property in the 600 block of S. Wisconsin Avenue was contacted for a tenant dispute where a tenant was smoking in the apartment in violation of the lease agreement. The property owner said he was aware of the issue, but could not find any evidence of smoking inside the residence. The property owner said he would monitor the building to prevent any future calls for service.

Officers responded multiple times for a parking complaint in a parking lot in the 500 block of Green Oaks Court. Tenants were purposely blocking each other in because they were upset that other tenants were parking in their assigned spot per the lease agreement. Contact was made with the property owner. He was asked to confirm the assigned parking spots and to issue warnings to those who parked in unassigned spaces.

Crime Analyst Filomena Lehman requested assistance finding the owner of a business in the 400 block of Kay Avenue. The owner did not have a business license. Employees from the business provided the owner's contact information, and they were told they could not continue working until a business license was obtained. The business owner was contacted, and he said he would obtain a license from the Village.