

# ROUND LAKE BEACH POLICE DEPARTMENT

## 2015 ANNUAL REPORT



**Richard H. Hill, *Mayor***

**David Kilbane, *Village Administrator***

**David D. Hare, *Chief of Police***

# ROUND LAKE BEACH POLICE DEPARTMENT

## OATH OF HONOR

**On my honor, I will never  
Betray my badge, my integrity,  
My character or the public trust**

**I will always have the courage to hold  
Myself and others accountable for our actions**

**I will always uphold the constitution,  
My community and the department that I  
serve**



# Table of Contents

<b>Letter from the Chief of Police</b>	<b>4</b>
<b>Mission of the Round Lake Beach Police Department</b>	<b>5</b>
<b>Command and Essential Services</b>	<b>6</b>
Organizational Structure	6
Emergency Management	7
Administrative Reviews of Conduct	7
<b>Patrol Division</b>	<b>8</b>
Parking Enforcement	9
Administrative Fee Recovery	9
Traffic Enforcement	10
Vehicle Pursuits	12
Calls for Service	12
Arrests	13
Training	13
<b>Support Services Division</b>	<b>15</b>
Investigations Unit	15
Detective Unit	15
Special Operations Unit	16
Records	17
Internships	18
Accreditation	18
<b>Community Relations &amp; Education</b>	<b>18</b>
Crime-Free Multi-Housing	18
National Night Out	19
Community Action Team	20
Citizens Police Academy	23
Shop With A Cop	24
<b>New Officers and Officer of the Year</b>	<b>25</b>
<b>Summary</b>	<b>26</b>
<b>Department Photo</b>	<b>27</b>



March 07, 2016

Honorable Mayor Richard Hill and Village Board,

I would like to present the 2015 Annual Report. Last year the village's police department worked together with the other village departments to provide a safe place to live work and recreate. The following annual report will include much of our activity and also highlight some of our accomplishments. The report will conclude with goals for the next year.

The Village of Round Lake Beach has authorized the police department 40 employees to provide police services to the community. The police department saw some employee turnover last year due to resignations and terminations. However, three new officers were hired and trained at the Suburban Law Enforcement Academy. The new officers have all completed the village's Field Training Program and are currently patrolling the streets of Round Lake Beach. The police department restructure was finally complete at the end of 2014 and 2015 was the first full year with the new structure and the right people in the right positions. The Commanders that were promoted at the end of 2014 completed a 200 hour leadership course with the Illinois Law Enforcement Training and Standards Board. They also worked with the middle managers from other village departments to improve the systems that are used to provide services to the community. The police department worked with other village departments to implement new financial software in order to complete work orders, purchase orders and to prepare the budget. The police department is also working collaboratively with other municipalities to provide efficient services. We joined a consortium of five other police departments to purchase a new records management system that is expected to be up and running in early 2016. The police department continued with excellent programs like National Night Out and Shop with a Cop. We added several new programs like the Round Lake Beach Police Department Citizens Police Academy to improve transparency and the new Crime Prevention and Community Education Program to help reduce property crimes. The Village of Round Lake Beach Police Department now has a certified Child Safety Seat Technician to educate the public on safety issues and provide this additional service to the community. Last year we partnered with local businesses and organizations. We worked with the Round Lake Area School District to provide a Walk/Bike to School day at both Round Lake Beach Elementary School and Raymond Ellis Elementary School. Police officers and the Community Action Team worked with B&G Cyclery, Frosty Bites and Buffalo Wild Wings to provide a Bicycle Rodeo. We are proud of the Round Lake Beach community and are working to provide a safe environment to all residents and visitors.

The following report will show the activity and programs provided by the Village of Round Lake Beach Police Department.

Respectfully submitted,

David D. Hare  
Chief of Police



## Mission of the Round Lake Beach Police Department

We see our mission as protecting the rights of all persons to be free from crime and providing public safety services for all citizens that will both serve them and promote a safe environment through our Core Values.

Our Core Values rest within the PRIDE we have in our community:

*Professionalism* – We will provide the highest quality service by communicating and applying our skills, knowledge, and abilities for the benefit of the community

*Respect* – We are committed to fair and impartial service within the Department and throughout the community. We will ensure that all persons are treated with equality, courtesy, and compassion

*Integrity* – We will maintain the highest standards of honesty and ethical conduct within the Department and throughout the community

*Dedication* – We are committed to the relentless pursuit of justice while providing the highest level of service to the community

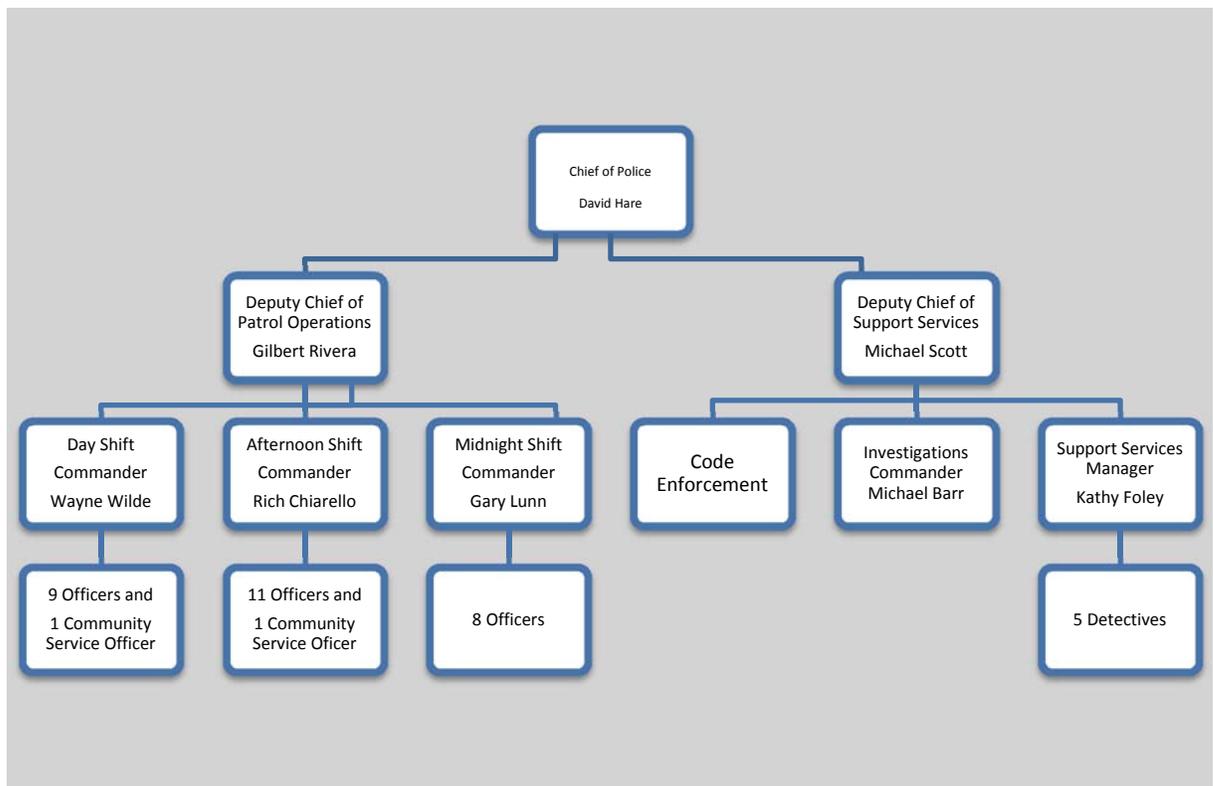
*Excellence* – We will lead by example and maintain the highest level of performance through the application of education, training, and technology

*The Values and Mission Statement were created by  
the men and women of the Police Department in 2006*



## Round Lake Beach Police Department Command Staff and Organizational Structure

The Police Department is the largest of the operating departments in the Village of Round Lake Beach. The Police Department has an authorized strength of 40 full-time police officers and three full time civilians. The department provides professional police services to the community however dispatch is outsourced to a regional communications center called Cencom. The Round Lake Beach Police Department has a current budget of approximately 4.7 million dollars. The organizational chart below shows the 2015 structure for the police department. David Hare, the Chief of Police oversees the two divisions of the police department. The flow chart included below shows how the department is structured.



## Emergency Management

The Police Department is responsible to coordinate and oversee the Villages Emergency Management function. The Village continues to exchange information with other Lake County Emergency Management Programs through a monthly meeting hosted at the Lake County Emergency Management Emergency Operations Center.

The Village's own VIPS (Volunteers in Police Services), group logged in 2,880 hours of volunteer work. The work consisted of the following: auxiliary traffic control for planned events, emergency traffic control for vehicle crashes, malfunctioning traffic lights, fires, down power lines, and railroad gate malfunctions. Mobile Eye pledges to continue to assist the Round Lake Area by providing auxiliary traffic control in emergency and non-emergency situations.

## Administrative Reviews of Conduct

All complaints, including those that are anonymous, are investigated. The Department makes the complaint process available to the public by placing pamphlets in the lobby and posting the process on the Department's website in the FAQ. These pamphlets and the website ([www.rlbpolice.org](http://www.rlbpolice.org)) also describe the method of complimenting employees.

### Complaints and Internal Affairs Investigations

<b>External</b>	2012	2013	2014	2015
Citizen Complaint	1	5	2	2
Sustained	1	1	0	1
Not Sustained	0	4	0	0
Unfounded	0	0	0	0
Exonerated	0	0	2	1
<b>Internal</b>				
Directed Complaints	6	11	4	1
Sustained	6	8	4	1
Not Sustained	0	2	0	0
Unfounded	0	0	0	0
Exonerated	0	1	0	0

**There were no Bias Based Profiling complaints in 2015.**



## **Patrol Division**

The Patrol Division is commanded by Deputy Chief Gilbert Rivera. It is the responsibility of the Patrol Division to provide 24 hour patrol services to the Village. Patrol Officers are encouraged to conduct as much initial and follow-up investigation into offenses as possible. The Patrol Division is the largest division of the Police Department. The Patrol Division is responsible for responding to both emergency and non-emergency calls for service from the public, in addition to handling special assignments, self-initiated activities and addressing community concerns. Patrol Officers are responsible for the protection of life and property, and maintaining peace and order in the community. The Patrol Division helps prevent crime and gives a visible presence to the public that instills confidence and security. Patrol Officers are responsible for the initial investigation of all crimes from traffic crashes to homicides. During 2015, department members responded to 14,503 calls for service.

The Patrol Unit is divided into three shifts in order to provide 24-hour police services. Each shift is supervised by one commander. The number of officers assigned to each shift is directed by anticipated activity levels based on data from previous years.

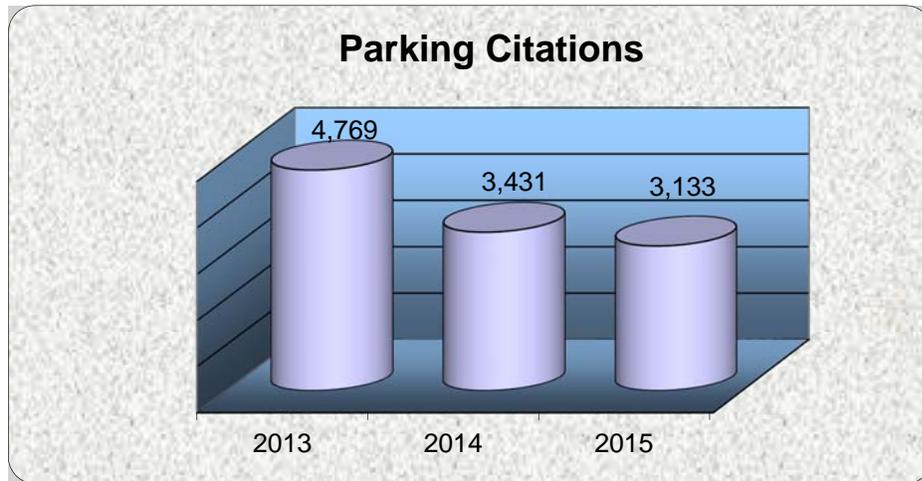
As mentioned earlier, the Department augments traditional patrol units with officers trained to perform specialized functions such as Evidence Technician, Field Training Officer, Bicycle Officer, Juvenile Officer, Breath Analysis Officers and Certified Safety Seat Technicians.

Two community service officers acted as an adjunct to the Patrol Division and assist the patrol officers with a dynamic range of tasks including parking enforcement, animal control, abandoned vehicles, private property crash reporting, traffic control and enforcement of ordinance violations.



## Parking Enforcement

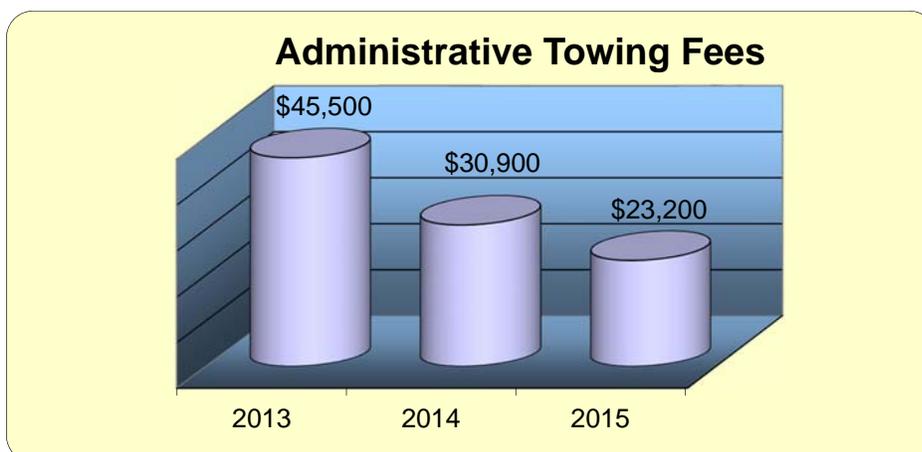
During 2015, there were 3,133 parking citations issued to drivers for a variety of reasons, with the main offenses listed below:



The primary violations for which parking citations were issued were 2-6am street parking, unregistered vehicles, fire lane parking, sidewalk parking, and inoperable vehicles.

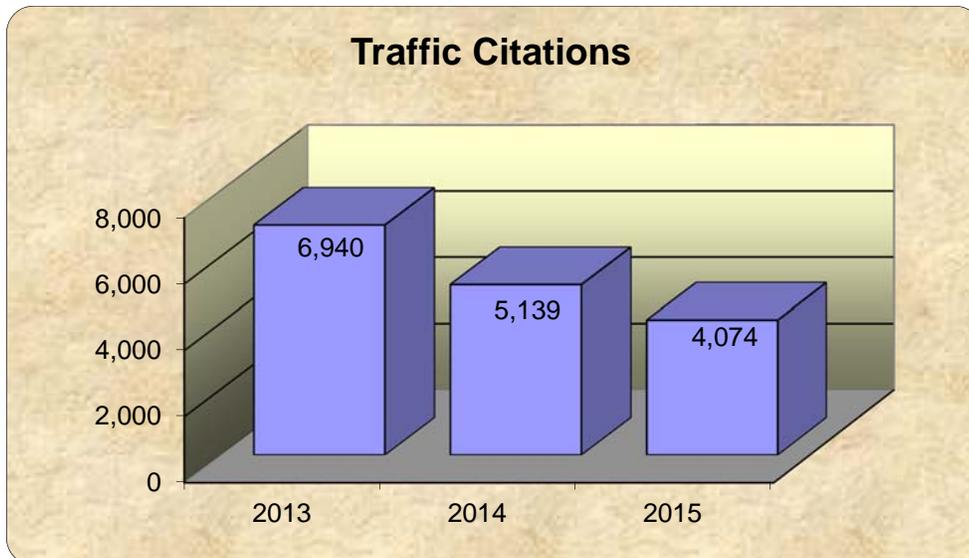
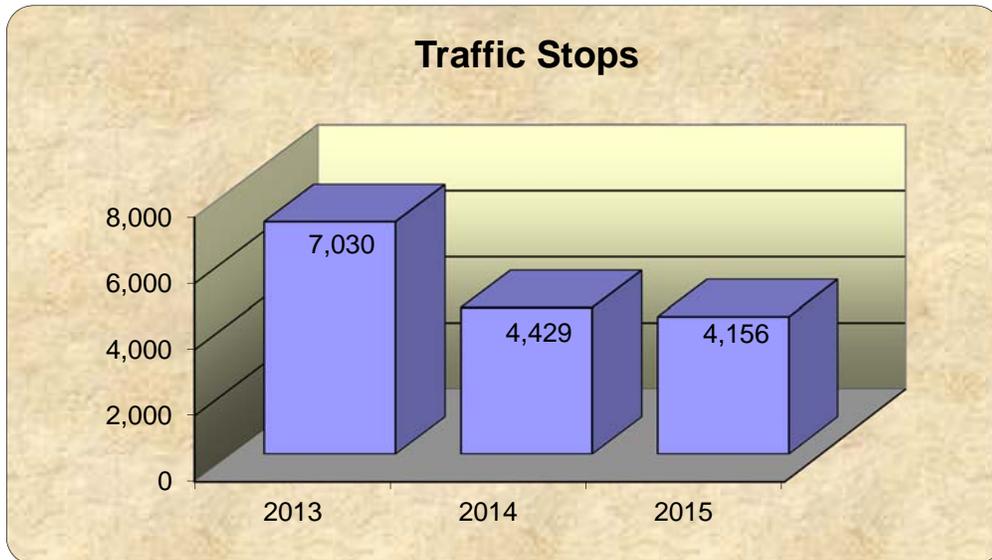
## Administrative Fee Recovery

In order to recover the cost of certain services performed by the Department and to reduce the impact on the taxpayer, the Village of Round Lake Beach began assessing administrative fines for vehicles which were towed as a result of being used in the commission of a crime and for certain traffic violations such as DUI, Driving While License Suspended or Revoked, No Valid Driver's License, Suspended Registration, and no Insurance.



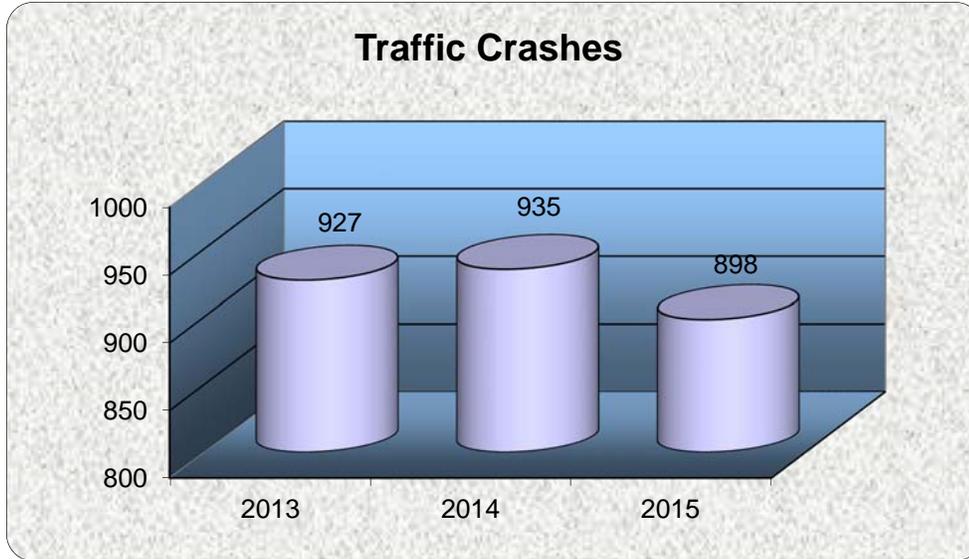
## Traffic Enforcement

There was a decrease in traffic stops and traffic citations for 2015.



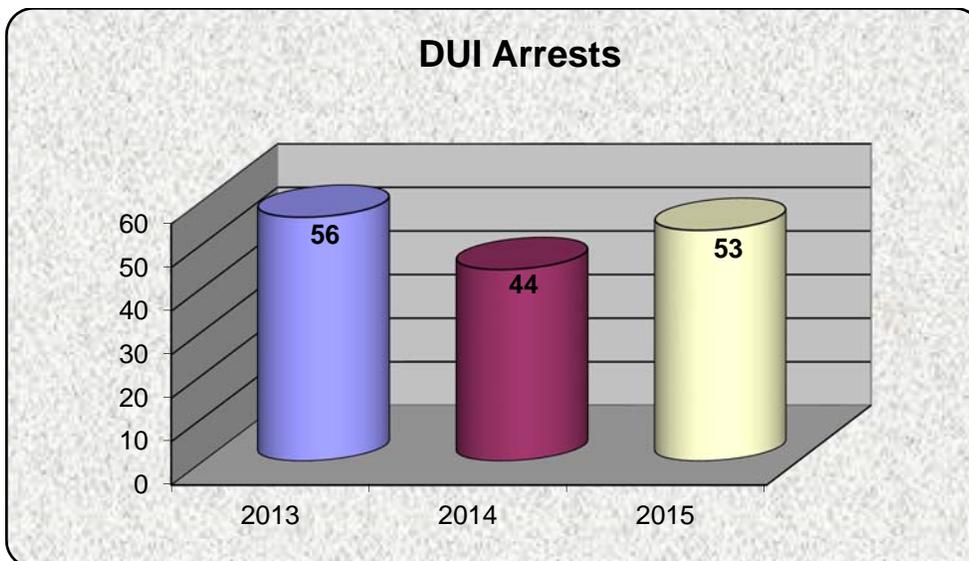
## Traffic Crashes

In 2015 the number of traffic crashes decreased from that of 2014.



## Driving Under the Influence

There were 53 arrests for Driving Under the Influence of Alcohol and drugs in 2015, which is an increase from 2014.



## Vehicle Pursuits

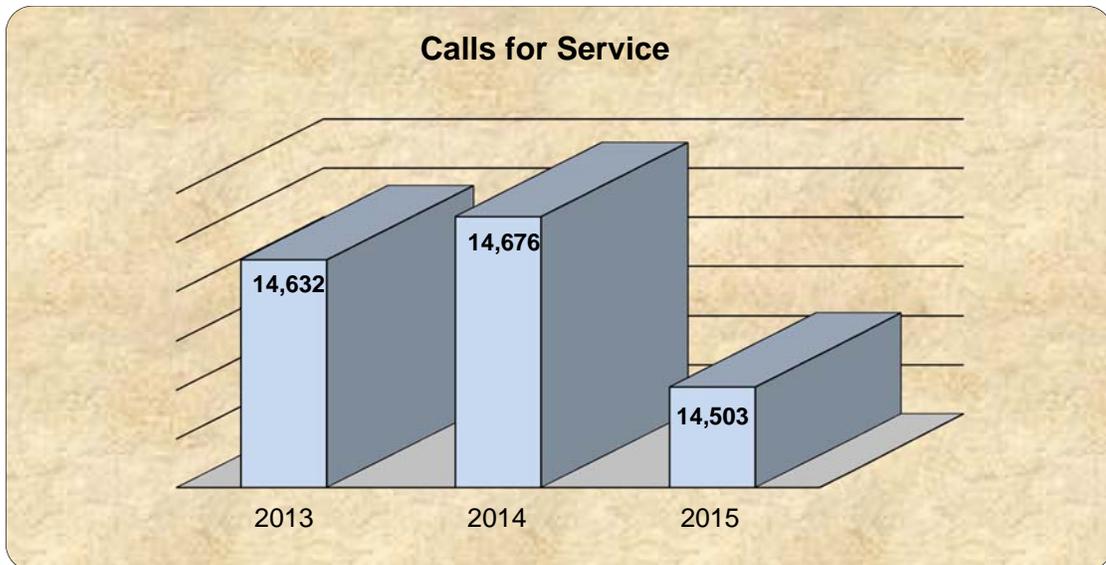
In 2015, the department had 2 vehicles that failed to stop for police officers. The incidents were reviewed against department policy and corrective actions were taken if necessary.

### Vehicle Pursuits

	2012	2013	2014	2015
Total Pursuits	4	1	1	2
Policy Compliant	3	1	1	1
Policy non-Compliant	1	0	0	1
Accidents	0	0	1	0
Injuries: Officer	0	0	0	0
: Suspects	0	0	0	0
: Third Party	0	0	0	0
Traffic Offense	3	1	0	1
Felony	1	0	1	1
Misdemeanor	0	0	0	0

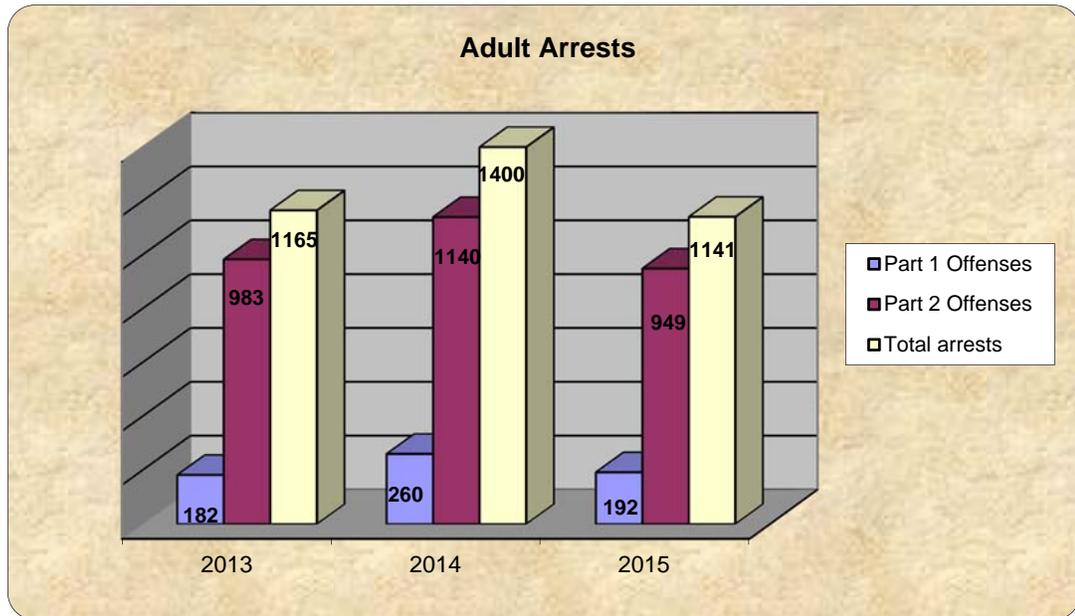
## Calls for Service

Calls for service include all reported crimes and incidents where the public needs the assistance of the Police Department. In 2015, the Department experienced a slight decrease in calls for service with 14,503.



## Arrests

In 2015, there was an 18 percent decrease in the total number of adult arrests and a return to arrest levels from 2013.



## Property and Evidence

The Department has officers trained as evidence technicians and Property Control Officers. These personnel are available 24-hours per day and perform their functions in addition to their regular patrol duties. Guidelines developed by the Illinois State Forensics Lab are used for the collection, preservation, storage and submission of physical evidence. All equipment is contained in a vehicle for rapid response as needed.

## Police Training

The Department recognizes the importance of training and continually strives to ensure both sworn and civilian police employees are provided with the knowledge and education to perform their service to the community in a professional and safe manner.

## **New Officer Training and Field Training**

Recruit police officers receive their initial training in a 14-week course at the Suburban Law Enforcement Academy in Glen Ellyn, at the Police Training Institute at the University of Illinois in Champaign or at the Illinois State Police Academy in Springfield.

The field training program for new officers who have graduated basic training is a 14-week program. The selection process for a field training officer requires the submission of a written request which is reviewed by a panel consisting of the Field Training Officer supervisor and current Field Training Officers. A recommendation is then forwarded to the Chief. New Field Training Officers must attend a 40-hour training course.

The Field Training Program consists of 14 weeks of one-on-one training and is designed to acquaint new officers to the Village, and to the policies and procedures unique to the Department. Each new officer will spend time with three different Field Training Officers (FTOs) on all three shifts over a period of 14 weeks. New officers will be trained and evaluated in all areas of the profession, and will be required to demonstrate a level of proficiency prior to successful completion of the program.

Each officer who successfully completes the program will remain on 12 additional months of probation, and will be released from probation only when they have displayed their ability to competently serve our citizens. Daily meetings are conducted to closely review their progress.

## **Round Lake Beach Police Officer Training**

Police personnel are among the most well trained employees in the County. During 2015, Round Lake Beach Police Officers received a total of 2,165 hours of training or an average of approximately 57 hours per officer.

The in-house training function is an invaluable asset to the Department. Department personnel provide annual and specialized training to their fellow employees. Along with annual firearms training, officers receive training on baton, OC pepper spray, Taser, use of force, search and seizure laws, and many other areas.



## **Enforcement of the Sex Offender Registry Act**

The Village of Round Lake Beach has 36 registered sex offenders residing within the Village limits during 2015. Patrol Officers are specifically assigned to monitor the activities of these individuals. Offenders are required to register with the Police Department on a regular basis, and during 2015 there were 12 violations for failing to register.

## **Crime Prevention and Community Education**

Most property crimes are crimes of opportunity and could be avoided if the victims took steps to make themselves a harder target. Examples include having proper outside lighting and locking the doors on their cars and houses. It is also the mission of the Round Lake Beach Police Department to promote a safe environment. Educating citizens is an effective way for the Round Lake Beach Police Department to promote a safe environment.

Beginning March 1<sup>st</sup>, 2015 the Village of Round Lake Beach Police Department started a Crime Prevention Community Education Program. Officers identify factors that when present provide an opportunity for a citizen to be more likely to be the victim of a property crime. When a factor is identified officers issue a Crime Prevention Notice to alert and educate the citizen that they are at a higher risk of being a victim. In 2015, The Round Lake Beach Police Department issued 198 Crime Prevention notices for various factors.

## **Support Services Division**

The Support Services Division is supervised by Deputy Chief Michael Scott. The Support Services Division includes the Investigations Unit which is on-call 24 hours per day and includes the Detective Unit, Special Operations and the Warrant Service Team. These units are responsible for criminal investigations, as well as specializing in gang and drug investigations. Support Services is also responsible for managing accreditation, code enforcement, recordkeeping, internships, professional development and the administrative review of officer conduct.



## Investigations Unit

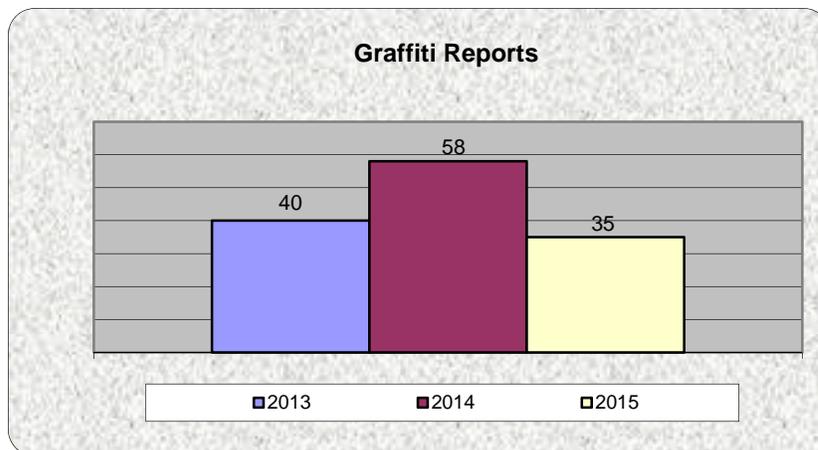
The Investigations Unit includes the Detective Unit and the Special Operations Unit.

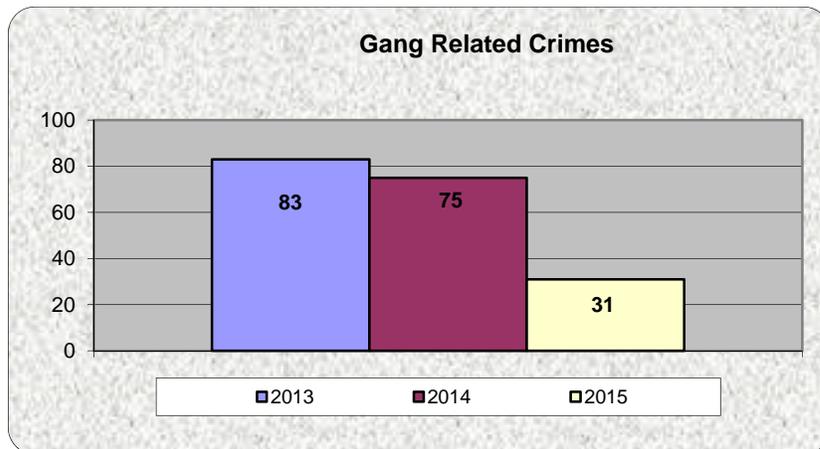
### Detective Unit

The Detective Unit is comprised of 3 Detectives and a Commander. The Detective Unit is responsible for conducting investigations that may require substantial travel outside the Village's jurisdiction, require specialized skills or training, and are lengthy and in-depth in nature. Patrol Officers are encouraged to conduct as much initial and follow-up investigation into offenses as possible. The Detective Unit conducted investigations that led to 55 arrests in 2015. The arrests were for Sexual Assaults, Aggravated Battery, Homicide, Residential Burglary, Burglary, other violent crimes and for white collar crimes like Forgery, Deceptive Practices and Identity Theft.

### Special Operations Unit and Warrant Services Team

The Round Lake Beach Police Department Special Operations Unit main focus is drug and gang enforcement, though they also may be assigned to work with the Patrol Unit and assigned to conduct other specialized functions.





Along with the two Special Operations Unit Officers, ten Patrol Officers join with them to form the Warrant Service Team. This team trains for the safe execution of serving warrants. The Special Operations Unit also gathers gang intelligence and is tasked with updating this information on a daily basis.

The Round Lake Beach Police Department belongs to the Lake County Underage Drinking Prevention Task Force. The Special Operations Unit conducts quarterly alcohol compliance checks on businesses that sell alcohol in Round Lake Beach, as well as quarterly tobacco compliance checks on tobacco retailers.

### **Records Unit**

In September, the Police Records Function was merged with that of the Village. This resulted in the Unit being staffed by Village Records Clerks.

As the repository for all documented calls for service, the Records Unit processes and archives all reports of criminal, non-criminal, and traffic activity handled by the police department.

The Records Unit at the police department is open to the public Monday through Friday from 8:00 A.M. until 5:00 P.M. The village hall is open on Saturday mornings if someone needs assistance. The unit is responsible for the receipt, storage and dissemination of Department records, including citations and reports. The Records Unit acts as the

Department's first point of contact to citizens. They are usually the first village employees that visitors encounter when they come in to the Police Department or call for information. They assist citizens with obtaining copies of reports, dispense employment applications, accept payment of parking ticket citations, handle the payment of towing fines and the release of vehicles, assist officers locating records, and act as a liaison with the States Attorney's Office by providing copies of reports and other documentation necessary for the successful prosecution of offenders.

### **Internships**

The Round Lake Beach Police Department works with area colleges and universities to bring in students to experience the police department first hand. In 2015, there were two interns, one from Illinois State University, and the other from the College of Lake County. The interns spend time in each division and unit at the police department.

### **Accreditation**

The Police Department was ILEAP accredited in 2012. In December, The Police Department underwent its first reaccreditation. This was a process where two assessors reviewed the policies and performance of the Police Department to ensure we continued to meet State standards. The Police Department was notified that we successfully met the standards, and anticipate receiving the official reaccreditation in February of 2016.

### **Community Relations & Education**

**Crime Free Multi-Housing (CFMH)**- The Crime Free Multi-Housing Project is a partnership between the Village and owners of rental properties to maintain properties that do not lead to criminal activity. Owners of rental properties are required and in turn require their tenants to maintain the premises as crime free. If the tenant does not maintain such an environment, the lease may be terminated by the property owner. Property owners have welcomed this tool as a means of maintaining safe housing. This program is not merely about penalties, it is about a new relationship that has been formed between the village and the landlords, especially in regards to sharing information. The CFMH



program involves education, enforcement, and follow-up. Each landlord is required to attend a free training seminar to educate them about the Village rental requirements as well as their rights as landlords. During 2015, there were 191 landlord re-certifications and an additional 79 new landlords. The results of these efforts were that 91 incidents occurred at rental properties in 2015 with 9 properties being vacated due to violations of the Crime Free Multi-Housing Program.

**National Night Out** -This event is designed to strengthen the community spirit and increase the awareness of crime and how to prevent it. It helps to recognize and enhance the police-community partnership. The 2015 event attracted over 2,000 residents. The event included a car show, the Disney Princesses who interacted with children, the Volo Auto Museum displaying an Echo 1 car from the movie Ghostbusters, as well as the Air One Helicopter conducting a flyover and then landing.



## Community Action Team (CAT)

The purpose of CAT is to organize concerned citizens into groups which can assist the police department as eyes and ears in the community they live. The meetings allow for information sharing between residents and police. CAT members had monthly meetings at the Police Department and took part in a variety of community events hosted by the Department, such as: National Night Out, Helping Hams, and the Bike Rodeo.



**Helping Hams**-This year, Helping Hams was able to provide over 50 hams, as well as toys, to families in need. A police officer dressed up as Santa Claus and met with children who came with their parents to pick up their hams.



## **Bike Rodeo**

Working in conjunction with several local businesses, the Police Department hosted a bike rodeo. This was an opportunity for police officers to interact with children in a positive environment. The officers handed out bicycle helmets to the first 50 participants.



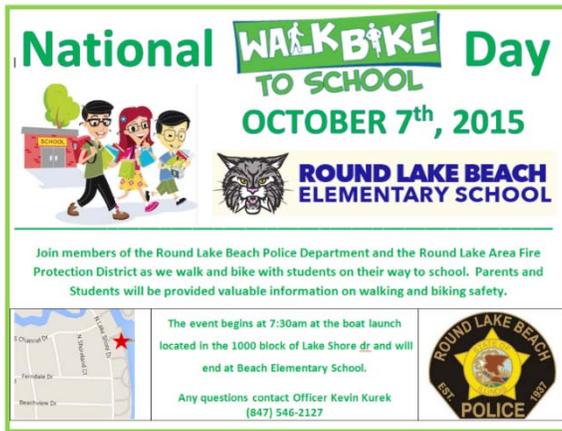
## **Blood Drive**

The Police Department hosted a successful blood drive, where more than 30 volunteers, including village employees, donated blood.



## National Walk/Bike to School Day

The Police Department sponsored its first event. This event included both Elementary Schools, and involved Police Officers and children walking and riding to school. This was then followed by basketball and other interactions between the officers, teachers, and children.



## Police Department Tours

Throughout the year, the Department hosted many tours for various organizations.



Members of the Police Department also attended various community events throughout the year, such as: Halloween Trunk or Treat, U.S. Navy Xmas Day Escort, and the Annual Vernon Hills Police Vehicle Expo.



### **Citizens Police Academy**

One of the five core values of the Round Lake Beach Police Department is:

Professionalism - We will provide the highest quality service by communicating and applying our skills, knowledge, and abilities for the benefit of the community. In 2015 one way that the Round Lake Beach Police Department communicated and connected with its Citizens was by hosting the inaugural Citizens Police Academy. The academy kicked off in May of 2015 and was held one night a week for 10 weeks. The subjects covered were: Criminal Law, Gangs and Drugs, Firearms, Less Lethal Weapons, Subject Control, Illinois Vehicle Code, Traffic Stops, Investigations, and Communications/Lockup. All classes were instructed by Round Lake Beach Police Officers, which provided an opportunity for residents to meet and interact with village police officer. The academy culminated with 13 students graduating at the Village of Round Lake Beach National Night Out on August 4<sup>th</sup> 2015.



## Shop With A Cop

On 12-07-15, the Round Lake Beach Police Department conducted its annual Shop With A Cop program. Shop With A Cop provided a positive holiday experience for 53 Round Lake Beach children in need by allowing positive interaction with law enforcement. The event was held at the Civic Center. Entertainment, activities, crafts and refreshments were also provided. Each child received a \$100 shopping spree at Wal-Mart. Officers made sure that the children purchased necessary items (coats, gloves, etc.). The officers were also instructed to make sure that every child bought at least one toy.



## Officers

Three new officers were hired in 2015



Timothy Goodwin



Roxana Stancioiu



Jeremiah Scheithe

### **2015 Police Officer of the Year**

Throughout the year, awards are presented for superior service. Additionally each February, the Police Officer of the Year is recognized. To receive the award, the nominee has to be an outstanding employee who has had an excellent work record over the past year. The employee's performance is looked at in several areas such as, going beyond what is regularly expected, presenting a professional demeanor, willingness to help others, volunteering for assignments or extra work, and routinely making good decisions. Officer Paul Grace was recognized as the 2015 Officer of the Year.



## **Summary of 2015 and New Goals for 2016**

The Village of Round Lake Beach Police Department had a very interesting year in 2015. We hired and trained new officers and we weathered through a few illnesses and injuries. We also had one of our officers deploy with the military. Through all of the ups and downs the officers that work for the Village stood together to provide high quality police services to the Village of Round Lake Beach.

The police department activity from last year was analyzed and there were some interesting things to note. The calls for service were consistent over the last three years with approximately a one percent difference. There was a decrease in traffic tickets written last year however there was an increase in DUI arrests. We also saw a decline in traffic crashes. We met our goal to make the roads safer for visitors and residents of the Round Lake Beach community. In March, the police department started a Crime Opportunity and Community Education program. This proactive program focused on identifying crime opportunities in the neighborhoods and educating the public before a crime occurred. The village had a 10 percent decline in property crimes last year with a 37% reduction in Burglaries to Motor Vehicles. The program will continue into 2016 with a few improvements. In May, the inaugural Round Lake Beach Citizen Police Academy began. Thirteen residents participated in 10 weeks of classes and learned about the Round Lake Beach Police Department. The academy was taught by village police officers, so not only did participants learn about the department but they also got to know the officers.

The police department worked closely all year with the other village departments. The village clerks were cross-trained so each clerk fully understands and can work in all of the village departments. The cross training did not end there. The police department and the economic development department partnered to become more efficient and effective with code enforcement and other services in the village neighborhoods.

This year will bring a new Records Management System to the police department. We will also start using a new program called Offender Watch to register sex offenders. The police department will continue to partner with other law enforcement agencies like the Lake County Major Crimes Task Force, NIPAS and the Lake County Major Crash Assistance Team. This year we will become members of the Lake County Metropolitan Enforcement Group to enforce gang and drug laws in the community.

It has been a very productive 2015 and we are looking forward to meeting new expectations in 2016.

Respectfully submitted,

David D. Hare  
Chief of Police



# ROUND LAKE BEACH POLICE DEPARTMENT



2015

*WCS Photography*