



TENTATIVE A g e n d a
President and Board of Trustees
Monday, June 4, 2012
Village Hall
123 Madison Street

Open Meeting/Regular Meeting at 6:30 p.m. The Board is expected to immediately adjourn into Executive Session (Closed Session) in Room 130 at approximately 6:30 p.m. and will return to Open Session in the Council Chambers at 7:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Consideration of Motion to Adjourn to Executive Session to Discuss Minute, Collective Bargaining and Litigation in Room 130 at 6:30 p.m.
- IV. Return to Open Session at 7:30 p.m. in the Council Chambers

The President and Board of Trustees welcome you. Statements may be made by citizens at the beginning of the meeting, as well as when agenda items are reviewed. If you wish to make a statement, please complete the "Instructions to Address the Village Board" form which is available at the back of the Chambers, and present it to the staff table at front. When recognized, approach the podium, state your name and address first, and please limit your remarks to three minutes.

Instructions for Non-Agenda Public Comment

(3 minutes per person; 30 minutes maximum)

Non-Agenda Public Comment is a time set aside at the beginning of each Regular Meeting for citizens to make statements about an issue or concern that is not on that meeting's Agenda. It is not intended for a dialogue with the Board. You may also communicate with the Board via the Village Board voicemail at 708-358-5784 or email Board@oak-park.us.

Non-agenda public comment will be limited to 30 minutes with a limit of 3 minutes per person. If comment requests exceed 30 minutes, public comment will resume after the items listed under the Regular Agenda are complete.

Instructions for Agenda Public Comment

(3 minutes per person; 3 items per person maximum)

Comments are 3 minutes per person per agenda item, with a maximum of 3 agenda items to which you can speak. In addition, the Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with a (*).

- V. **Agenda Approval**
- VI. **Minutes – Regular Village Board Meeting Minutes of May 21, 2012**
- VII. **Non-Agenda Public Comment – Please refer to instructions above.**
- VIII. **Proclamation – Lesbian, Gay, Bisexual and Transgender Pride Month June 2012**
- IX. **Resolution – Supporting Equal Access to Housing Regardless of Sexual Orientation or Gender Identity**
- X. **Presentation – Oak Park Area Arts Council Presentation of Scholarship Awards (20 minutes)**

Sarah Hasley – Spellman College
Tori Seitelman – Denison University
Mary Skapek – The Boston Conservatory
Marina Vulinovic – University of Chicago
Max Guzzetta – Louisiana State University (Russell C. Lissuzo Scholarship)

XI. **Village Manager Reports**

XII. **Village Board Committees**

Overview: This section is intended to be informational. If there are approved minutes from a recent Committee meeting of the Village Board, the minutes will be posted in this section.

A. **Report from Intergovernmental (IGOV) Board Committee and Motion to Accept the Mission, Vision and Structure of IGOV as proposed**

XIII. **Citizen Commission Vacancies Update**

Overview: This is an ongoing list of current vacancies for the Citizens Involvement Commissions. Residents are encouraged to apply through the Village Clerk’s Office.

XIV. **Citizen Commission Appointments, Reappointments, Removal, Resignation and Chair Appointments**

Overview: Names are forwarded from the Citizens Involvement Commission to the Village Clerk and then forwarded to the Village President for recommendation. If any appointments are ready prior to the meeting, the agenda will be revised to list the names.

THERE ARE NO COMMITTEE APPOINTMENTS

XV. **Second Reading**

B. **Second Reading of an Ordinance Amending Section 5-5-7 of the Village Code Entitled “Birds and Squirrels; Harming and Taking Young or Eggs” and Section 17-1-4 of the Village Code Entitled “Birds” (5 min)**

Overview: The Village of Oak Park ordinance prohibits the humane euthanasia of all birds. The Health Department is recommending amending two specific ordinance sections to allow the humane euthanasia of the house sparrow (*Passer Domesticus*), European starling (*Sturnus Vulgaris*), or domestic pigeon (*Columba Livia*).

XVI. Regular Agenda

C. Ordinance Amending Section 5-5-7 of the Village Code Entitled “Birds and Squirrels; Harming and Taking Young or Eggs” and Section 17-1-4 of the Village Code Entitled “Birds” (2 min)

Overview: The Village of Oak Park ordinance prohibits the humane euthanasia of all birds. The Health Department is recommending amending two specific ordinance sections to allow the humane euthanasia of the house sparrow (*Passer Domesticus*), European starling (*Sturnus Vulgaris*), or domestic pigeon (*Columba Livia*).

D. Motion to Deny a Variance Request to Install an Eight-Foot Tall Fence at 848 N. Harvey Avenue (10 min)

Overview: The resident at 848 N. Harvey requested to install an eight-foot tall fence lying along the north property line between the house and the garage, adjacent to 850 N. Harvey Avenue. Pursuant to Section 17-1-3.1 (C), these requests are approved by the Village Board. Similar to approving a seven (7) foot fence request, the Village Board refers these cases to mediation in order to seek neighbor approval. The Board made this referral at the May 7, 2012 Regular Meeting. No agreement has been reached at this time, therefore this request is denied until such time an agreement among the parties is reached.

E. Motion to Accept the Recommendation of the Finance Committee of the Board of Trustees to Re-establish a Performance Management Program and Direct Staff to Prepare the Necessary Documents for Board Approval (30 min)

Overview: The Finance Committee of the Board reviewed this staff recommendation on how to integrate a performance management program both in the upcoming proposed 2013 budget as well as institutionalize a process in future years.

F. Ordinances Related to Teen Alcohol, Cannabis and Tobacco Use (30 min)

Overview: This is the final adoption of a set of ordinances governing teen alcohol, tobacco and small and the possession of small amounts of cannabis.

- 1. Ordinance Amending Chapter 8, Article 6 of the Village Code Entitled “Comprehensive Regulation of Tobacco Products” and**
- 2. Ordinance Creating Chapter 17, Article 2, “Offenses Relating to Underage Drinking and Illicit Drug Use” and Amending Section 3-5-9(A) of the Village Code**
- 3. Ordinance Amending Chapter 29, Article 1 of the Village Code Related to the Scope of Authority of Administrative Law Judges to Authorize Administrative Law Judges**

H. Consideration of Reauthorization of Micro Loan Program and Motion to Direct Staff to Prepare the Necessary Documents (30 min)

Overview: Board review and direction regarding staff recommendations for changes to the current Micro and Commercial Loan Agreements with the Oak Park Development Corporation.

XVII. Consent Agenda

I. Resolutions Authorizing the Execution of Cooperative Agreements

1. Resolution Authorizing the Execution of a Cooperative Agreement Between the Village of Oak Park and Envision Sustainability Tools, Inc. in an Amount not to Exceed \$60,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant

Overview: The Agreement provides that the Voorhees Center will use the funds to evaluate the effectiveness of the Collaborative as a housing model and report on the performance outcomes for the revolving loan fund.

2. Resolution Authorizing the Execution of a Cooperative Agreement Between the Village of Oak Park and the Board of Trustees of the University of Illinois on Behalf of Nathalie P. Voorhees Center for Neighborhood and Community Improvement at the University of Illinois, Chicago in the Amount of \$50,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant

Overview: The Agreement provides that the Envision Sustainability Tools, Inc. will use the funds to develop a software engagement tool to ensure consistency between the municipalities comprehensive plans related to sub-regional priorities.

J. Resolution Authorizing a Rehabilitation Loans

1. Resolution Authorizing a Rehabilitation Loan and a Lead Hazard Reduction Grant: SFR-046

Overview: The purpose of the Single Family Housing Rehabilitation Loan Program is to address and to correct deteriorated and blighted homes throughout the village. The eligible homeowner is requesting a deferred loan of \$22,000.00 and a lead hazard reduction grant of \$6,000.00 from the village.

2. Resolution Authorizing a Rehabilitation Loan and a Lead Hazard Reduction Grant: SFR-047

Overview: The purpose of the Single Family Housing Rehabilitation Loan Program is to address and to correct deteriorated and blighted homes throughout the village. The eligible homeowner is requesting a deferred loan of \$4,500.00 and a lead hazard reduction grant of \$21,000.00 from the village.

- K. Resolution Authorizing Execution of a Contract with Schroeder & Schroeder for Project 12-4, Local Alley Improvements**
Overview: Bids were opened for this years alley program. The project includes reconstructing 11 alley segments in the Village as well as doing concrete patching on Harrison and Garfield as well as reconstructing the driveways at the Main Fire Station. It is recommended to award a contract to Schroeder & Schroeder.
- L. Ordinance Authorizing the Disposition of Surplus Vehicles on an “An Is” Basis**
Overview: Staff recommends the approval of an Ordinance declaring vehicles as surplus property. The Ordinance authorizes the disposition of these vehicles listed in Exhibit A be sold at auction. If these vehicles are not sold at auction, they will be disposed of as scrap metal.
- M. Resolution Authorizing the Execution of a Contracts**
- 1. Resolution Authorizing the Execution of a Contract with Superior Road Striping Inc., for Thermoplastic Pavement Markings, Waiving the Village’s Formal Bid Process**
Overview: This is an annual project that includes re-striping various streets using Thermoplastic pavement striping material. Staff is recommending execution of a contract with Superior Road Striping Inc. to complete this work. It is also recommended to waive the Village’s bid process due to the competitive bid process utilized by the Suburban Purchasing Cooperative to contract this vendor.
 - 2. Resolution Authorizing the Execution of a Contract with Allied Door for Installation of Two New High-Speed Overhead Doors for the Public Works Center in an Amount not to Exceed \$68,060.00**
Overview: Staff recommends approval of a contract for replacement of two large overhead garage doors at the Public Works Center. Allied door has provide the most favorable bid for this work. The replacement of these doors are budgeted in the Building Improvements Fund.
- N. Motion to Refer Application for Special Use Permit from Oak Leaf Academy LLC. To Operate a Day-Care Center at 1046-48 Pleasant Street to the Zoning Board of Appeals to Hold a Public Hearing**
Overview: On May 18, 2012, JoAnn Gantar and Melissa Lumkes, on behalf of Oak Leaf Academy LLC., filed an application pursuant to Section 3.1 (Summary Use Matrix) and Section 4.5.2 H (Day-Care Centers) of the Zoning Ordinance of the Village of Oak Park requesting the issuance of a special use permit, authorizing a day care center located at 1048 Pleasant Street. The tenant space is located in a B-1/B-2 General Business Zone District. Section 3.1 (Summary Use Matrix) and Section 4.5.2 H (Day-Care Centers) of the Zoning Ordinance of the Village of Oak Park requires that a special use permit is necessary to operate a duly licensed day-care center in all zoning districts.

O. Resolution to Approve the Lease Purchase of a Foster Coach/Medtec Ambulance in the Amount of \$162,700 Waiving the Village's Bid Process to Participate in the Northwest Municipal League's Joint Bid Process

Overview: The Fire Department is requesting approval of a lease purchase for a new ambulance at a cost of \$162,700. The new ambulance lease is in the 2012 budget, follows the CIP Fleet Replacement Schedule, and will replace a nine-year old ambulance.

P. Ordinance Granting Approval for 2012 Gala Fourth of July Fireworks Display

Overview: This is an annual ordinance required for the 4th of July Fireworks Display.

S. Resolution Authorizing Execution of a Letter of Intent between the Village of Oak Park, the Korean Smart Grid Institute and the Illinois Smart Communities

Overview: The purpose of the Letter of Intent is to formalize the relationship between the parties as a first step toward implementation of two smart grid innovation projects that the Korean Smart Grid Institute will deploy in the Village of Oak Park.

T. Resolution Authorizing Execution of an Intergovernmental Agreement for Youth Interventionist/Coordinators

Overview: In collaboration with the Oak Park Township and other units of local government, The Village of Oak Park has provided funding to support the Youth Interventionist Program for over 15 years. The program is staffed by three experienced Youth Interventionists that coordinate services to help young people at risk of involvement with gang activity, violence, or substance abuse, while working closely and collaboratively with local schools, law enforcement, libraries, parks, and villages. Eleven local government boards support the program both financially and with social capital.

XVIII. Motion to Approve the Bills in the Amount of \$555,305.85 for the Week Beginning May 21st through June 1st.

Call to Board and Clerk

Adjourn

(*) The Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body.

For more information regarding Village Board meetings and agendas, please contact the Village Manager's Office at 708.358.5770. If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358,5430 or e-mail adacoordinator@oak-park.us at least 48 hours before the scheduled activity.

Agendas and agenda materials are now available electronically on the village web site. Visit www.oak-park.us, mouse-over News, then click on Board Agendas and Minutes.

Get the latest Village news via e-mail. Just go to www.oak-park.us and click on the e-news icon to sign up. Also, follow us on *facebook*, *twitter* and *YouTube*.

PROCLAMATION

LESBIAN, GAY, BISEXUAL AND TRANSGENDER PRIDE MONTH JUNE 2012

WHEREAS, the Village of Oak Park and the Oak Park Area Lesbian and Gay Association has fostered a community where diversity is encouraged and celebrated, inviting all citizens to participate in community building and fostering the many accomplishments of the lesbian, gay bisexual and transgender community through its vision of a more open and equitable society; and

WHEREAS, the Village continues to lead with ideals and adherence to expression of human rights to all individuals, couples and families, as evidenced by our Domestic Partnership Registry and Village employee partner benefits programs; and

WHEREAS, our community continues to provide special attention and focus on the needs of all our youth, that we may instill in them a sense of pride and quality of life by adhering to a zero tolerance of discrimination and hatred, which offers them a safer and greater future; and

WHEREAS, the Oak Park Area Lesbian and Gay Association will be celebrating their 23rd anniversary, as well as celebrating the first anniversary of the Illinois Religious Freedom Protection and Civil Union Act; and

WHEREAS, the Oak Park Area Lesbian and Gay Association, thanks to the generosity of Pilgrim Congregational Church, will be the host organization for Donut Days at the Oak Park Farmer's Market on Saturday June 23rd, Gay Pride week-end.

NOW, THEREFORE, I, David G. Pope, President of the Village of Oak Park and the Board of Trustees, do hereby proclaim June 2012 to be "Lesbian, Gay, Bisexual and Transgender Pride Month" in the Village of Oak Park, and encourage all Oak Parkers to join in affirming the human dignity, the Oak Park Village Diversity Statement and anti-discrimination policies of the Village and the Oak Park Area Lesbian and Gay Association by participating in any and all events celebrating diversity.

DATED this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

RESOLUTION

SUPPORTING EQUAL ACCESS TO HOUSING REGARDLESS OF SEXUAL ORIENTATION OR GENDER IDENTITY

WHEREAS, the Village of Oak Park believes every resident has the right to access to housing regardless of sexual orientation or gender identity; and

WHEREAS, the Village of Oak Park finds that decent, safe, and affordable housing is part of the American dream and a goal of all Illinois residents; and

WHEREAS, protecting citizens from unwarranted discrimination is fully consistent with the goals, aspirations and values of our community and the state of Illinois; and

WHEREAS, stable, integrated, and balanced residential patterns are threatened by discriminatory acts and unlawful housing practices that result in segregation of residents and opportunities in our region; and

WHEREAS, the U.S. Department of Housing and Urban Development Secretary Shaun Donovan announced regulations intended to ensure that HUD's core housing programs are open to all eligible persons, regardless of sexual orientation or gender identity; and

WHEREAS, HUD currently requires its recipients of discretionary funds to comply with local and state non-discrimination laws that cover sexual orientation or gender identity; and

WHEREAS, in 2011 HUD issued new guidance that treats discrimination based on gender nonconformity or sex stereotyping as sex discrimination under the Fair Housing Act; and

WHEREAS, the Illinois Human Rights Act affirms that it is a civil rights violation for any person to create alarm, distribute written material, or solicit for sale, lease, listing or purchase any residential real estate on the grounds of loss of value due to the present or prospective entry of a resident based on sexual orientation; and

NOW THEREFORE, BE IT RESOLVED that I, David G. Pope, President of the Village of Oak Park and the Board of Trustees, do hereby support equal access to housing regardless of sexual orientation or gender identity and encourage the passage of S 1605, the Housing Opportunities Made Equal Act of 2011.

ADOPTED and APPROVED by me this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk



PRESENTATION

2012 Oak Park Area Arts Council Scholarships

The Oak Park Area Arts Council is proud to announce that it will award four graduating seniors scholarships to assist them with their freshman year tuition and fees. Each young artist will receive a \$1,000 scholarship. There will also be a \$1,000 Russell C. Lissuzzo scholarship awarded to a student majoring in architecture. This year recognizes 110 students who have received scholarships from the Arts Council since 1997 bringing the grand dollar total to \$104,500.00. These funds are made possible by the fundraising efforts of the Arts Council. This year's recipients are:

Sarah Hasley – Spellman College

Tori Seitelman – Denison University

Mary Skapek – The Boston Conservatory

Marina Vulinovic – University of Chicago

**Max Guzzetta – Louisiana State University
(Russell C. Lissuzzo Scholarship)**

The Scholarship Review Panel members for this year:

John Mayes – Chair
Kathy Osler
Neil McFadden
Jessica MacKinnon
Sarita Smith Childs
George Bailey
Ross Lissuzzo

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY


Item Title: Report from Intergovernmental (IGOV) Board Committee and Motion to Accept the Mission, Vision and Structure of IGOV as proposed.

Resolution or Ordinance No. _____

Date of Board Action: *June 4, 2012*

Staff Review:

Interim Village Manager:



Cara Pavlicek

Village Manager's Office:

Item History (Previous Board Review, Related Action, History):

At the April 9, 2012 Special meeting of the Board, Trustees Johnson and Lueck reported on the February 25, 2012 I-Gov Meeting where short, medium and long term projects were discussed by the taxing bodies which present opportunities for collaboration. Following discussion, it was requested that the IGOV group identify their mission and vision.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

On May 21, 2012, Trustees Johnson and Lueck reported on the April 14, 2012 IGOV Meeting and presented a draft document dated 5/19/12 which reviewed IGOV History, Members, Mission Statement, Vision Statement and Recommended Actions and requested the matter be scheduled for consideration at the June 4, 2012 Regular meeting of the Board.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

The basis of the IGOV meetings is to discuss and establish opportunities for intergovernmental cooperation.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The motion to accept the goals does not have a direct budget impact, but it is intended to positively impact efficiencies in the long term.

Proposed Recommended Action: Motion to Accept the Mission, Vision and Structure of IGOV as currently proposed.

Intergovernmental (IGOV) History

Historically, the taxing bodies of Oak Park have collaborated both formally and informally. During the election campaign of 2011, candidates received requests from citizens of the Village of Oak Park for enhanced communication and collaboration among the taxing bodies, specifically collaboration that would lead to cost savings through intergovernmental cooperation.

In response, Ray Johnson, Adam Salzman, and Bob Tucker asked the VOP board to include stronger intergovernmental engagement in the board goals. Members of the taxing bodies met shortly after the election to discuss more robust intergovernmental cooperation. All agreed that it was a venture to embark upon in light of citizen feedback during the campaign. Beginning in April 2011, a series of meetings led to the current IGOV structure.

IGOV Members

Paul Aeschelman	Parks and Recreation	Janet Kelenson	Oak Park Library
David Boulanger	Oak Park Township	Colette Lueck	Village of Oak Park
Jessica Bullock	Parks and Recreation	Sharon Patchak-Layman	OPRFHS 200
Valerie Fisher	OPRFHS 200	Adam Salzman	Village of Oak Park
Jim Gates	OPESD 97	David Sokol	Oak Park Library
Ray Johnson	Village of Oak Park	Peter Traczyk	OPESD 97
Clairemarie Keenan	Oak Park Township		

IGOV Mission Statement

Through communication and a culture of collaboration, the members of IGOV seek to maximize the stewardship of tax dollars by identifying areas where expenses can be reduced, efficiencies of scale promoted, and processes created as a template for future taxing body collaboration.

IGOV Vision Statement

Oak Park will be recognized for intergovernmental partnerships and fiscal responsibility that enhance the quality of life, educational opportunities, health, and green initiatives for a diverse citizenry.

IGOV Recommended Actions

To respond to the citizen call for action, the boards of the six taxing bodies should discuss and explore collaboration on short, medium, and long-term projects relating to:

- Facilities and services
- Purchases and maintenance
- Programs benefitting citizens from early childhood through adulthood

PROPOSED INTERGOVERNMENTAL COOPERATION PROJECTS

VALUES WE WANT TO HOLD IN IGOV PROJECTS		
COMMUNITY	TRANSPARENCY	
Sustainability	Continuity	Value-Added Investment
Maximizing Community Involvement	Accountability	Fiduciary Responsibility
Reflecting Community Diversity	Transparency in Decision Making and Communicating to the Community	Cost Efficiency
Supporting Youth and Families		
Going Green		

SHORT, MEDIUM AND LONG-TERM PROJECTS

Legend:

VOP = Village of Oak Park

TWN = Township D97

D200

PD = Park District

LIB = Library

TB = Taxing Bodies

SHORT TERM PROJECTS (By 12/31/12)

PROJECT NAME	INTENDED OUTCOME	TAXING BODIES
Expanded OP FYI Publication	<ol style="list-style-type: none"> 1. News from all TB gets to every household in OP 2. Shared printing/mailing costs 	ALL
Early Childhood Development	<ol style="list-style-type: none"> 1. Increase or begin financial support 2. Higher percentage of school-ready children 	Potentially all
Summer Youth Activities	<ol style="list-style-type: none"> 1. Increase coordination and collaboration between TB currently offering programs 2. Expanded employment and volunteer opportunities for youth 3. Training, possible school credits; reflect community diversity among involved youth 4. HR staff create common application 	Potentially all

MEDIUM-TERM PROJECTS (By 12/31/13)

PROJECT NAME	INTENDED OUTCOME	TAXING BODIES
Shared Space	<ol style="list-style-type: none"> 1. Space utilization assessed through evaluation of all TB facilities – indoor and outdoor. (Example: Public Works building space and staff utilization) 2. Cost reductions 3. More efficient turn-around times 	PD, TWN, VOP, D97, D200, LIB
Support Groups for Minority Staff, Board Members and Commissioners	<ol style="list-style-type: none"> 1. Encourage diversity in remunerated and volunteer positions 2. Shared orientation, training, support 	All
Irving School Yard Project	<ol style="list-style-type: none"> 1. Outdoor education and recreational space 2. Healthier kids and Community 3. Sustainable green space 	All

LONG-TERM PROJECTS (3 – 5 years)

PROJECT NAME	INTENDED OUTCOME	TAXING BODIES
Better Utilization of TB Properties and Resources	<ol style="list-style-type: none"> 1. Cost reductions 2. Better communication 3. Ease of Use – look for synergies 4. Cost sharing (e.g., vehicle maintenance) 	Potentially all
Indoor Pools (Requires wide-range needs assessment); involve hospitals, Triton, schools, parks, YMCA <i>Note: Two teams presented this project</i>	<ol style="list-style-type: none"> 1. Increased recreational opportunities 2. Improved quality of life 3. Healthier community 4. Additional recreational opportunity 	D200, VOP, PD, River Forest, Elmwood Park, Forest Park plus hospitals, YMCA,
Irving School Yard Project	<ol style="list-style-type: none"> 1. Healthier open space 2. Improved quality of life 3. Educational Opportunities 	D97, PD, VOP
Government Center	Reduced Cost, Higher	

B

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Second Reading of an Ordinance Amending Section 5-5-7 of the Village Code entitled "Birds and Squirrels; Harming and Taking Young or Eggs" and Section 17-1-4 of the Village Code entitled "Birds"

Resolution or Ordinance No. _____

Date of Board Action: June 4, 2012

Staff Review:

Director of Public Health : Margaret Perry-Lyle

Village Manager's Office: YJ

Item History (Previous Board Review, Related Action, History):

An ordinance amendment has been prepared to allow for the humane euthanasia of specific types of sparrows, starlings and pigeons under §17-1-4 and §5-5-7 of the Municipal Code. Staff is seeking this amendment to allow for consideration of a contract with the U.S. Department Agriculture (USDA) Division of Wildlife Services that would provide for a combination of trapping the pigeons and installing bird spikes to discourage the birds from roosting on light fixtures under the Union Pacific viaduct.

Currently, staff is working to address nuisance conditions related to pigeons roosting under the Marion Street viaduct between North Blvd. and South Blvd. and the related accumulation of bird fecal matter on pedestrian sidewalks under the roosting locations. The Village contacted three third party pest control companies for recommendations on how to best manage the nuisance pigeons. Three proposals were received; all recommended excluding the pigeons from the areas they were roosting. On February 1, 2012 one of the three third party pest control companies installed "Stealth Net" and bird slides under the viaduct to exclude the pigeons. The pigeons have been resilient and found additional small pockets/areas to roost under the viaduct. On March 15, 2012, the Health Department met Travis Guerrant a District Wildlife Biologist with the United States Department of Agriculture (USDA), Division of Wildlife Services to acquire his recommendations on steps the Village could take to prevent nuisance pigeons from roosting under the viaduct. The recommendation from the USDA, Division of Wildlife Services is a combination of trapping the pigeons and installing bird spikes to discourage the birds from roosting on light fixtures under the viaduct. According to the USDA, Division of Wildlife Services all trapped birds would be humanely euthanized. The USDA, Division of Wildlife Services submitted a proposal to the Village to trap the pigeons and install the bird spikes per the request of the Health

Department.

The existing Village ordinance sections 17-1-4 Birds and 5-5-7: Birds and Squirrels: Harming and Taking Young or Eggs prohibits the killing of birds. The ordinance sections must be amended prior to trapping and euthanizing the pigeons as recommended by the USDA, Division of Wildlife Services.

The First Reading of the recommended ordinance amendments was on the May 21, 2012 Village Board agenda. The board meeting was attended by only four (4) of the seven (7) trustees and it was decided to schedule a second reading for a subsequent board meeting.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The Health Department is recommending an integrated pest management approach to managing the pigeons under the Marion Street viaduct. The Health Department has investigated the different options available for pigeon control with the understating that an integrated bird management approach is worth the investment considering the economic damage and health threats caused by larger pigeon populations. Pigeon control options researched include, using noise devices, using ornamental owls, exclusion of the pigeons, using non-toxic chemical repellents, using *Flock Free* hazers that are designed to distribute an invisible haze of an FDA-registered grape concentrate to discourage roosting, trapping and relocation of the pigeons, using a bird contraceptive (OvoControl® P), trapping and relocation, trapping and humane euthanasia and/or using toxicants such as Avitrol to kill the pigeons. The Village has sought the professional opinion of three third party pest control companies that specialize in pigeon control and the USDA, Division of Wildlife Services. Based upon the feedback from the pigeon control professionals and the Village Manager's Office, the Health Department is recommending that the USDA, Division of Wildlife Services be allowed to trap the remaining pigeons and humanely euthanize those pigeons. In addition, the Village would also hire the USDA, Division of Wildlife Services to install spike strips on approximately 10 light fixtures located under the viaduct to further prevent viable roosting areas. The Health Department is recommending that Village ordinance sections 17-1-4 Birds and 5-5-7: Birds and Squirrels: Harming and Taking Young or Eggs be amended to allow for the humane euthanasia of three species of nuisance birds including the house sparrow (*Passer Domesticus*), European starling (*Sturnus Vulgaris*), or domestic pigeon (*Columba Livia*).

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

N/A.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The FY 2012 budget provides funding for contractual services in the Capital Improvements Fund account no. 3095-43700-101-570952 for \$75,000. This fund is for projects formerly associated with the DTOP TIF Improvements. A maximum of \$15,000 is anticipated for activities related to this ordinance. Staff currently estimates \$3,000 for trapping and \$8,361 has been spent to date for netting and power washing.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

The Village could continue to work to address the issues related to roosting pigeons by installing additional screening and bird spikes and/or changing ledge angles to 45° or more to discourage roosting to exclude the pigeons and not authorize trapping/humane euthanasia. There would be a significant increase in costs to completely exclude the pigeons from the underside of the viaduct.

Proposed Recommended Action: This is a second reading only.

**ORDINANCE AMENDING SECTION 5-5-7 OF THE
VILLAGE CODE ENTITLED "BIRDS AND SQUIRRELS; HARMING
AND TAKING YOUNG OR EGGS" AND SECTION 17-1-4 OF THE
VILLAGE CODE ENTITLED "BIRDS"**

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, in accordance with the Home Rule Powers granted to it under Article 7, Section 6 of the Constitution of the State of Illinois (1970), that Chapter 5, Article 5, Section 7 of the Village Code and Chapter 17, Article 1, Section 4 of the Village Code be amended as follows:

SECTION ONE: That Section 5-5-7 entitled "Birds and Squirrels; Harming and Taking Young or Eggs" is hereby amended to read as follows:

5-5-7: BIRDS AND SQUIRRELS; HARMING AND TAKING YOUNG OR EGGS:

It shall be unlawful for any person to kill or wound or attempt to kill or wound any squirrel or bird or for any person to take the eggs or young of any bird within the limits of the Village, **provided however, that this section shall not apply to the humane euthanization of the following species: house sparrow (Passer Domesticus), European starling (Sturnus Vulgaris), or domestic pigeon (Columba Livia).**

SECTION TWO: That Section 17-1-4 of the Village entitled "Birds" is hereby amended to read as follows:

17-1-4: BIRDS:

It shall be unlawful for any person to kill or wound or attempt to kill or wound any bird, or to take the eggs of any young of any bird from any private enclosure or any public grounds, **provided however, that this section shall not apply to the humane euthanization of the following species: house sparrow (Passer Domesticus), European starling (Sturnus Vulgaris), or domestic pigeon (Columba Livia).**

THIS ORDINANCE shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

C

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Ordinance Amending Section 5-5-7 of the Village Code entitled "Birds and Squirrels; Harming and Taking Young or Eggs" and Section 17-1-4 of the Village Code entitled "Birds"

Resolution or Ordinance No. _____

Date of Board Action: June 4, 2012

Staff Review:

Director of Public Health : Margaret Brown-Lee

Village Manager's Office: [Signature]

Item History (Previous Board Review, Related Action, History):

An ordinance amendment has been prepared to allow for the humane euthanasia of specific types of sparrows, starlings and pigeons under §17-1-4 and §5-5-7 of the Municipal Code. Staff is seeking this amendment to allow for consideration of a contract with the U.S. Department Agriculture (USDA) Division of Wildlife Services that would provide for a combination of trapping the pigeons and installing bird spikes to discourage the birds from roosting on light fixtures under the Union Pacific viaduct.

Currently, staff is working to address nuisance conditions related to pigeons roosting under the Marion Street viaduct between North Blvd. and South Blvd. and the related accumulation of bird fecal matter on pedestrian sidewalks under the roosting locations. The Village contacted three third party pest control companies for recommendations on how to best manage the nuisance pigeons. Three proposals were received; all recommended excluding the pigeons from the areas they were roosting. On February 1, 2012 one of the three third party pest control companies installed "Stealth Net" and bird slides under the viaduct to exclude the pigeons. The pigeons have been resilient and found additional small pockets/areas to roost under the viaduct. On March 15, 2012, the Health Department met Travis Guarrant a District Wildlife Biologist with the United States Department of Agriculture (USDA), Division of Wildlife Services to acquire his recommendations on steps the Village could take to prevent nuisance pigeons from roosting under the viaduct. The recommendation from the USDA, Division of Wildlife Services is a combination of trapping the pigeons and installing bird spikes to discourage the birds from roosting on light fixtures under the viaduct. According to the USDA, Division of Wildlife Services all trapped birds would be humanely euthanized. The USDA, Division of Wildlife Services submitted a proposal to the Village to trap the pigeons and install the bird spikes per the request of the Health

Department.

The existing Village ordinance sections 17-1-4 Birds and 5-5-7: Birds and Squirrels: Harming and Taking Young or Eggs prohibits the killing of birds. The ordinance sections must be amended prior to trapping and euthanizing the pigeons as recommended by the USDA, Division of Wildlife Services.

The First Reading of the recommended ordinance amendments was on the May 21, 2012 Village Board agenda. The board meeting was attended by only four (4) of the seven (7) trustees and it was decided to schedule a second reading for a subsequent board meeting.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The Health Department is recommending an integrated pest management approach to managing the pigeons under the Marion Street viaduct. The Health Department has investigated the different options available for pigeon control with the understating that an integrated bird management approach is worth the investment considering the economic damage and health threats caused by larger pigeon populations. Pigeon control options researched include, using noise devices, using ornamental owls, exclusion of the pigeons, using non-toxic chemical repellents, using *Flock Free* hazers that are designed to distribute an invisible haze of an FDA-registered grape concentrate to discourage roosting, trapping and relocation of the pigeons, using a bird contraceptive (OvoControl® P), trapping and relocation, trapping and humane euthanasia and/or using toxicants such as Avitrol to kill the pigeons. The Village has sought the professional opinion of three third party pest control companies that specialize in pigeon control and the USDA, Division of Wildlife Services. Based upon the feedback from the pigeon control professionals and the Village Manager's Office, the Health Department is recommending that the USDA, Division of Wildlife Services be allowed to trap the remaining pigeons and humanely euthanize those pigeons. In addition, the Village would also hire the USDA, Division of Wildlife Services to install spike strips on approximately 10 light fixtures located under the viaduct to further prevent viable roosting areas. The Health Department is recommending that Village ordinance sections 17-1-4 Birds and 5-5-7: Birds and Squirrels: Harming and Taking Young or Eggs be amended to allow for the humane euthanasia of three species of nuisance birds including the house sparrow (*Passer Domesticus*), European starling (*Sturnus Vulgaris*), or domestic pigeon (*Columba Livia*).

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

N/A.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The FY 2012 budget provides funding for contractual services in the Capital Improvements Fund account no. 3095-43700-101-570952 for \$75,000. This fund is for projects formerly associated with the DTOP TIF Improvements. A maximum of \$15,000 is anticipated for activities related to this ordinance. Staff currently estimates \$3,000 for trapping and \$8,361 has been spent to date for netting and power washing.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

The Village could continue to work to address the issues related to roosting pigeons by installing additional screening and bird spikes and/or changing ledge angles to 45° or more to discourage roosting to exclude the pigeons and not authorize trapping/humane euthanasia. There would be a significant increase in costs to completely exclude the pigeons from the underside of the viaduct.

Proposed Recommended Action: Approve the ordinance.

C

**ORDINANCE AMENDING SECTION 5-5-7 OF THE
VILLAGE CODE ENTITLED "BIRDS AND SQUIRRELS; HARMING
AND TAKING YOUNG OR EGGS" AND SECTION 17-1-4 OF THE
VILLAGE CODE ENTITLED "BIRDS"**

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, in accordance with the Home Rule Powers granted to it under Article 7, Section 6 of the Constitution of the State of Illinois (1970), that Chapter 5, Article 5, Section 7 of the Village Code and Chapter 17, Article 1, Section 4 of the Village Code be amended as follows:

SECTION ONE: That Section 5-5-7 entitled "Birds and Squirrels; Harming and Taking Young or Eggs" is hereby amended to read as follows:

5-5-7: BIRDS AND SQUIRRELS; HARMING AND TAKING YOUNG OR EGGS:

It shall be unlawful for any person to kill or wound or attempt to kill or wound any squirrel or bird or for any person to take the eggs or young of any bird within the limits of the Village, **provided however, that this section shall not apply to the humane euthanization of the following species: house sparrow (Passer Domesticus), European starling (Sturnus Vulgaris), or domestic pigeon (Columba Livia).**

SECTION TWO: That Section 17-1-4 of the Village entitled "Birds" is hereby amended to read as follows:

17-1-4: BIRDS:

It shall be unlawful for any person to kill or wound or attempt to kill or wound any bird, or to take the eggs of any young of any bird from any private enclosure or any public grounds, **provided however, that this section shall not apply to the humane euthanization of the following species: house sparrow (Passer Domesticus), European starling (Sturnus Vulgaris), or domestic pigeon (Columba Livia).**

THIS ORDINANCE shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June 2012.

David G. Pope
Village President

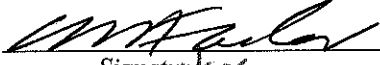
ATTEST:

Teresa Powell
Village Clerk

VILLAGE OF OAK PARK

D

AGENDA ITEM COMMENTARY

Item Title: Motion To Deny A Variance Request From Patricia Tyma To Install An Eight-Foot (8') Tall Fence At 848 N. Harvey Avenue.	
Date of Board Action:	June 4, 2012
Submitted by:	Mike Bruce, Zoning Administrator
Department Director:	 _____ <i>Signature</i>
Village Manager's Office:	_____ <i>Signature</i>
Item History:	
<p>On May 7, 2012, The Village Board approved a motion recommending that Ms. Tyma and her adjacent neighbors at 850 N. Harvey Avenue meet for mediation services with Community Relations in an effort to resolve some neighbor relations issues before the Board of Trustees consider Ms. Tyma's request for a fence variation to install an eight-foot (8') tall fence along her north property line adjacent to 850 N. Harvey Avenue.</p> <p>The mediation process has concluded. The Community Relations Director, Cedric Melton, reports that the neighbors are unwilling to give Ms. Tyma approval to install a seven-foot (7') tall fence, and are opposed to the Board of Trustees approving an eight-foot (8') tall fence.</p>	
Item Policy Commentary:	
<p>This agenda item is being brought back to the Board of Trustees to consider Ms. Tyma's request. Due to adverse impacts that an eight-foot (8') tall fence would have on both properties, including restrictions on sunlight and air-flow as well as aesthetic concerns with having an eight-foot (8') tall fence immediately adjacent to a six-foot (6') tall fence, Staff recommends that the variance request be denied.</p>	
Item Budget Commentary: N/A	
Proposed Action:	
<p>Staff recommends that Ms. Tyma's variance request to install an eight-foot (8') tall fence be denied.</p>	

E

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Motion to Accept the Recommendation of the Finance Committee of the Board of Trustees to Re-establish a Performance Management Program and Direct Staff to Prepare the Necessary Documents for Board Approval

Resolution or Ordinance No. _____
Date of Board Action: June 4, 2012

Staff Review:

Interim Village Manager: _____



Cara Pavlicek

Village Manager's Office: _____



Item History (Previous Board Review, Related Action, History):

On May 29, 2012, the Finance Committee held its third review and discussion of the proposed performance management program and approved a recommendation to the Board of Trustees for re-establishment of the Village of Oak Park Performance Management Program and to direct staff to prepare the necessary documents for subsequent Board consideration to formalize the program (e.g. amendment of the Municipal Code).

As background, on May 3, 2012, and April 26, 2012, the Finance Committee met and there was extensive discussion regarding the implementation of the performance management program, and specific attention and debate was held regarding the value of implementing a phased deployment approach in which the village would implement a small number of targeted departments as a pilot program then expand the program to other departments. This approach was considered and recommended by staff in contrast to a "big bang" approach in which all departments are implemented concurrently.

In addition to the meetings of the Finance Committee, the Village Manager's Office with support of the Finance Department held a management team retreat was held on May 8, 2012 with time dedicated to discuss the performance management program. This discussion was valuable and the dialogue was considered in the developing the staff recommendation for the performance management program at the operational level. Specifically, the Interim Village Manager presented to the Finance Committee an implementation strategy to include specific departments immediately and then extend the program to the rest of the organization later in the year. The intent is to include some performance metrics as a part of the Village Manager's recommended FY2013 budget (scheduled for presentation in August). The phased implementation recommended by the Interim Village Manager provided for a pilot deployment led by the Village Manager's Office, Finance, IT and consist of the following five Departments:

1. Building and Property Standards

2. Fire
3. Housing
4. Police
5. Public Works

As part of the Finance Committee recommendation Business Services and Community Planning and Development were added to the pilot program. The Finance Committee indicated that this was valuable and based upon the February 2012 presentation made to the Board on Economic Development (presented by Business Services, Community Planning and Development and OPDC) performance metrics and currently being developed.

It is noteworthy that these selected departments make up 82% of all General Fund expenditures in the Village and represent 77% of all Village employees as detailed in the chart below:

Department	General Fund	Staffing FTE's
Building and Property Standards	\$1,809,711	19.5
Business Services	\$283,901	1.0
Community Planning and Development	\$339,497	3.5
Fire	\$9,811,629	63.0
Housing	\$1,026,073	4.0
Police	\$17,827,167	147.0
Public Works	\$7,510,928	59.0
Subtotal:	\$38,608,906	297.0
Village Total:	\$47,009,749	387.5
Proportion of Total:	82.1%	76.6%

Subject to Board approval of the proposed implementation, the remaining eleven Village departments will be phased into the program after the FY2013 budget process and include:

1. Administrative Adjudication
2. Business Services
3. Communications
4. Community Relations
5. Community Planning and Development
6. Finance
7. Human Resources
8. Law
9. Information Technology
10. Parking & Mobility Services
11. Public Health

- 12. Village Clerk's Office
- 13. Village Manager's Office

With the recommended inclusion of economic development into the pilot program by the Finance Committee, the Village Manager's Office and the Finance Department will need to determine the best manner to approach this area, including the addition of a partner agency into the Performance Management Program's start-up.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

It is the staffs understanding that the re-development and implementation of a performance management program has been a long-standing desire of the Village Board. Particularly, Board members have expressed an interest in having department performance measures reflected in the 2013 Recommended Budget, with a proposed budget due for submittal to the Board on August 20th of this year with public review to occur in the fall.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

At this time, the scope of the program is limited to the Village and potentially partner agencies funding by the Village.

Item Budget Commentary: (Account #; Balance; Cost of contract)

N/A.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

The options have been reviewed in detail with the Finance Committee and this agenda is a result of their conclusions.

Proposed Recommended Action: Motion to Accept the Recommendation of the Finance Committee of the Board of Trustees to Re-establish a Performance Management Program and Direct Staff to Prepare the Necessary Documents for Board Approval

F

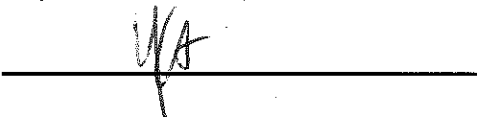
VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Titles: 1. ORDINANCE AMENDING CHAPTER 8, ARTICLE 6 OF THE VILLAGE CODE ENTITLED "COMPREHENSIVE REGULATION OF TOBACCO PRODUCTS" and
2. ORDINANCE CREATING CHAPTER 17, ARTICLE 2, "OFFENSES RELATING TO UNDERAGE DRINKING AND ILLICIT DRUG USE" AND AMENDING SECTION 3-5-9(A) OF THE VILLAGE CODE ENTITLED "SALES TO MINORS, HABITUAL DRUNKARDS, AND MENTAL INCOMPETENTS"; and
3. ORDINANCE AMENDING CHAPTER 29, ARTICLE 1 OF THE VILLAGE CODE RELATED TO THE SCOPE OF AUTHORITY OF ADMINISTRATIVE LAW JUDGES TO AUTHORIZE ADMINISTRATIVE LAW JUDGES

Resolution or Ordinance No.s _____

Date of Board Action: June 4, 2012

Law Department 

Village Manager 's Office 

Item History: The attached ordinances are presented for final reading and adoption. These ordinances were first presented to the Board on January 18th and then presented for second reading on March 6, 2012. There were no changes to the ordinances since the last reading.

The Village of Oak Park, the Village of River Forest, the Oak Park Township and several citizens have been working together to address issues of teenage alcohol, cannabis and tobacco use in the community. The goal is to create ordinances prohibiting those behaviors and to enforce those ordinances in a manner designed to deter recurrent violations rather than to strictly emphasize punishment. Enforcement strategies include using a combination of warnings, fines, referrals to community based education, counseling and treatment programs, performing community service and referrals to any available mental health or treatment services that may become available in the future. The availability of these alternatives will allow the Administrative Law Judges a range of appropriate alternatives depending on the facts of each case.

At the March 6, 2012 meeting, District 200 School Board member Sharon Patchak-

Layman addressed the Board and introduced the concept of teen court for consideration in conjunction with the adoption of these ordinances. The Board deferred adopting these ordinances to obtain more information on teen court and to be provided with information on the extent to which the enforcement of these ordinances will create a criminal record that could negatively effect youthful violators. The attached memo describes the concept of teen court and provides a legal opinion on juvenile privacy concerns.

Item Policy Commentary: The first ordinance amends the existing Regulation of Tobacco Products ordinance to prohibit minors from being in possession of tobacco. Currently that ordinance only prohibits the sale of tobacco, making it only enforceable against the seller. This ordinance would make possession of tobacco by a minor a violation enforceable against the minor. The Police Department intends to adopt a policy on enforcement of this ordinance which would require that the first contact with a minor in possession of tobacco result in a warning, rather than a citation. The second contact would result in a citation. Consequences for possession of tobacco are established in the ordinance using a tiered approach such that the first offense results in a minimum fine of \$25 and the second offense results in a minimum fine of \$50.

The second set of ordinances creates a new article in the Village Code related to Underage Drinking and Illicit Drug Use. The ordinances prohibit minors from possessing alcohol, from possessing less than 30 grams of cannabis or any cannabis paraphernalia, and from attending a party where alcohol or drugs are present.

The cannabis ordinance is designed so that only possession of a small amount of cannabis is punishable under local ordinance, while more serious offenses and all offenses committed by adults are punishable in the Criminal Court system.

Minors will be liable for attending an underage drinking party if they knew or should have known of the presence of alcohol or illicit drugs. This language prevents the innocent minor from being cited while still allowing officers to write citations to those in attendance when alcohol is obviously present. The effect of this ordinance is that if a minor arrives at a party where others are drinking or consuming illicit drugs, the minor is responsible to leave or risk being cited. It is no longer a defense to say, "I wasn't drinking." In addition, there is an exception for minors present in the house who are not the host of the party. This prevents enforcement against an innocent sibling who is home while an older brother or sister is hosting a party over which they have no control.

The ordinances also make it an offense for anyone, whether a minor or adult, to host a party where minors are or will consume alcohol or illicit drugs. The ordinance sets

forth Reasonable Steps that, if taken by the responsible adult, avoid their liability for hosting the party. Those steps include controlling access to alcohol in the house, supervising a gathering of young people, checking IDs of attendees at a party, ending the party, calling the police when a party is occurring, and notifying the police when the parents intend to leave town. Failing to take any of the steps is an offense in and of itself. The ordinance makes exceptions for religious events and consumption of alcohol with a parent's permission at the parent's residence. It is not the intent of these ordinances to use police resources to interrupt family events.

Next, the existing provision in the Village Code which prohibits buying alcohol and providing it to a minor was moved from the Liquor License Code to this section of the Village Code for ease of reference.

These ordinances are written with a range of penalties, including a fine of up to \$750, community service, or referral to a community based education, counseling or treatment program.

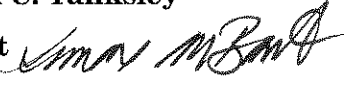
Finally, in order to provide authorization for the Administrative Law Judges to order attendance at a community based education, counseling or treatment program, the Administrative Adjudication ordinance is amended to authorize the judges to impose these consequences. Because the existing Township based educational programs require the attendance of the minor's parent or guardian, the draft ordinance also authorizes an Administrative Law Judge to order the attendance of a minor's parent or guardian at these programs. This language is adopted from state law which contains a similar authorization.

Item Budget Commentary: None.

Proposed Action: Adopt the Ordinances.



Memo

To: President Pope and Board of Trustees
cc: Cara Pavlicek, Interim Village Manager
Robert Anderson, Director of Adjudication
Police Chief Rick C. Tanksley
From: Simone M. Boutet 
Date: May 31, 2012
Re: Teen Court and teen privacy concerns in Administrative Adjudication

1. Teen Court

Teen court is a legally sanctioned process where a teen's peers make a determination as to the consequences of a violation of either school rules or local ordinances. The teen court process is a court diversion program, meaning that it is an alternative to being issued a citation. Upon arrest, the youth and his parents agree to participate in the teen court process as an alternative to going to juvenile court or to the administrative adjudication process, as the case may be depending on the severity of the violation. Typically in the teen court setting, teen peers hear a case and make a decision imposing consequences for a violation. The teen court decision becomes an agreement signed by the minor and his parents who, by signing, agree to the terms and conditions of the teen court panel. These conditions may be the completion of community service, restitution, staying in school or any other behaviors the panel recommends. If the minor does not comply with the terms and conditions in the agreement, then the violation goes back to the police and processed through Adjudication or the Courts depending on the severity of the conduct. In this regard, the teen court process is similar to the station adjustment process, in that the result is a contract and the consequence for not following the contract is to go back to the normal criminal or quasi-criminal process, depending on the violation.

Teen court is an initiative that would need to be supported by staff and financial resources. Typically, teen courts are established and operated by a local police department in collaboration with other governmental and non-governmental bodies such as townships, schools and youth oriented not for profits. Teen courts are funded by various means, including previously identified grants which could be applied for.

The decision as to whether to proceed with establishing a teen court is a broader issue than the adoption of these teen alcohol, tobacco and possession of cannabis ordinances, because teen

court would apply to any other ordinances violated by youth, such as curfew, disorderly conduct and the like.

2. Privacy

The Board inquired as to the confidentiality of law enforcement records and whether Administrative Adjudication hearings for youth could be closed to the public. The records of Administrative Adjudication, unlike the court files and records of the Circuit Court of Cook County are not transmitted to any other entity, such as the Secretary of State or the state police. The records are kept in house. This means that when an authorized entity obtains an individual's criminal record, local ordinance violations processed in local adjudication do not appear on that record, regardless of whether the individual is a minor.

Records of Administrative Adjudication would need to be obtained by a FOIA request. The FOIA act exempts from disclosure any records prohibited to be disclosed by law and specifically limits criminal history records to those that are otherwise available under State or local law. The Juvenile Justice Act limits access to law enforcement records to those involved in the juvenile justice system, such as law enforcement agencies, DCFS, prosecutors, probation officers, and a prisoner review board; and to military personnel, appropriate school officials, and those involved in the hiring of law enforcement officers. Should the Village receive a FOIA for juvenile law enforcement records from anyone other than those identified above, the Village would deny that FOIA.

The next question, whether Administrative Adjudication hearings can be closed to the public is not clearly established in the law. The Juvenile Justice Act allows juvenile delinquency proceedings to be open to only limited individuals, such as the minor, parents, victims, attorneys and a few others. However, Adjudication hearings are civil in nature and the violations are considered quasi-criminal. They do not amount to juvenile delinquency petitions and therefore are not authorized to be closed to the public under the Juvenile Justice Act. There is no statutory authority to close Administrative Adjudication hearings of juvenile offenses to the public. In addition, the hearings themselves are taped. If a juvenile were to appeal a case to Circuit Court, that appeal would be heard in the Civil Division. The tape recording of the hearing is transcribed and provided to the court for review of error. This recording thus becomes a public record as circuit court files are available to the public. In addition, the Circuit Court hearings where Administrative Adjudication cases are heard, are, obviously, open to the public.

THIS ORDINANCE shall be in full force and effect from and after its adoption and publication in pamphlet form as required by law.

ADOPTED this 19th day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 19th day of March, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Published by me in pamphlet form this _____ day of March, 2012.

Teresa Powell, Village Clerk

**ORDINANCE AMENDING CHAPTER 8, ARTICLE 6
OF THE VILLAGE CODE ENTITLED
"COMPREHENSIVE REGULATION OF TOBACCO PRODUCTS"**

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, in accordance with the Home Rule Powers granted to it under Article VII, Section 6 of the Constitution of the State of Illinois (1970), as amended, that Chapter 8, Article 6 of the Village Code entitled "Comprehensive Regulation of Tobacco Products" is hereby amended as follows:

8-6-7: PURCHASE OR POSSESSION OF TOBACCO PRODUCTS BY MINORS:

- A. It shall be unlawful for any person under the age of eighteen (18) years to purchase or possess any tobacco product as defined in Section 8-6-1 of this Article, or to misrepresent their identity or age, or to use any false or altered identification for the purpose of purchasing or possessing a tobacco product.
- B. Any law enforcement officer who finds a person under the age of eighteen (18) years of age to be in possession of a tobacco product is authorized to seize and destroy the tobacco product.

8-6-13: PENALTIES:

- A. Any person convicted of violating Section 8-6-7 of this Article shall be fined not less than twenty-five dollars (\$25.00) nor more than three hundred dollars (\$300.00) for the first offense, and not less than fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) for any subsequent offense. In addition to, or, in lieu of a fine, violators may be ordered to perform some reasonable public service work or be ordered to complete a community based education, counseling or treatment program.
- B. Any person convicted of violating any section of this Article other than Section 8-6-7 of this Article, shall be fined not less than fifty dollars (\$50.00) and not more than seven hundred and fifty dollars (\$750.00) for each offense.

ORDINANCE CREATING CHAPTER 17, ARTICLE 2, "OFFENSES RELATING TO UNDERAGE DRINKING AND ILLICIT DRUGS" AND AMENDING SECTION 3-5-9(A) OF THE VILLAGE CODE ENTITLED "SALES TO MINORS, HABITUAL DRUNKARDS, AND MENTAL INCOMPETENTS"

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, acting pursuant to its Home Rule powers as set forth in Article VII Section 6 of the Illinois Constitution (1970), as follows:

SECTION ONE: That Chapter 17 of the Village Code is amended to add a new Article 2, entitled "Offenses Relating to Underage Drinking and Illicit Drugs" to read as follows:

17-2-1: DEFINITIONS. For purposes of this Article 2, the following words shall have the following meanings:

Alcohol: Ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.

Alcoholic Beverage: Alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

Cannabis: The definition of Cannabis shall be that set forth in the Cannabis Control Act, 720 ILCS 550/3(a).

Cannabis Paraphernalia: Cannabis Paraphernalia is defined as articles or equipment commonly used in the consumption or ingestion of cannabis or synthetic cannabis including but not limited to pipes, water pipes, roach clips, cannabis grinders, or rolling papers.

Event or Gathering: A group of three or more Underage Persons who have assembled or gathered together for a social occasion or other activity.

Host: (verb). 1) To knowingly authorize or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at the Host's Residence or Premises by failing to control access to the Residence or Premises or access to the Alcoholic Beverages or Illicit Drugs in the Residence or Premises; or 2) to conduct, supervise, control, suffer or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at an Event or Gathering at the Host's Residence or Premises regardless of whether or not the Host is present. (noun). A person who Hosts.

Illicit Drugs: Any drug, substance, or compound prohibited by law, including drugs prescribed by a physician that are in the possession of or used by someone other than the person to whom the drug was prescribed.

Minor: A minor is any person under the age of 18.

Reasonable Steps: Steps taken to prevent Underage Persons from possessing or consuming Alcoholic Beverages or Illicit Drugs, including, but not limited to:

- a. Controlling access to Alcoholic Beverages and Illicit Drugs at the Event or Gathering in such a manner that no Underage Person has access to them at the Event or Gathering;
- b. Verifying the age of persons attending the Event or Gathering by inspecting drivers licenses or other government-issued identification cards to ensure that minors do not consume Alcoholic Beverages or Illicit Drugs while at the Event or Gathering;
- c. Supervising the activities of Underage Persons at the Event or Gathering either in person or through a responsible adult;
- d. Calling for police assistance in the event Underage Persons are in possession of Alcoholic Beverages or Illicit Drugs at the Event or Gathering;
- e. Terminating the Event or Gathering because the Host has been unable to prevent Underage Persons from consuming Alcoholic Beverages or Illicit Drugs;
- f. Advising law enforcement in advance of departing one's Residence or Premises for any length of time that no Underage Person is authorized to be present and consume Alcoholic Beverages or Illicit Drugs at the Residence or Premises

Residence or Premises: Any location, including a home, yard, land, apartment, condominium, hotel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private,

whether occupied i) on a temporary or permanent basis, ii) as a dwelling or specifically for a Event, Gathering or other social function; and whether owned, leased, rented, or used with or without permission or compensation.

Underage Person: A person under the age of 21.

17-2-2: POSSESSION OF ALCOHOLIC BEVERAGES BY UNDERAGE PERSONS

It is unlawful for an Underage Person to be in possession of any Alcoholic Beverage, except in connection with the Underage Person's employment and except as provided in Section 17-2-6 below

17-2-3: PROVIDING ALCOHOLIC BEVERAGES TO UNDERAGE PERSONS

It is unlawful for any person, after purchasing or otherwise obtaining any Alcoholic Beverage, to sell, give or deliver such Alcoholic Beverage to an Underage Person

17-2-4: SOCIAL HOSTING PROHIBITED

A. It is unlawful for any person to Host an Event or Gathering when the Host knows or should reasonably know that an Underage Person:

1. Is consuming or will consume any Alcoholic Beverage or Illicit Drugs; or
2. Possesses any Alcoholic Beverage or Illicit Drug with the intent to consume it; and
3. The Host fails or has failed to take Reasonable Steps to prevent possession or consumption by the Underage Person.

B. It is also unlawful for any person to fail to take Reasonable Steps to prevent possession or consumption of Alcoholic Beverages or Illicit Drugs by an Underage Person at an Event or Gathering held at his or her Residence or Premises.

17-2-5: ATTENDANCE AT AN EVENT WHERE ALCOHOLIC BEVERAGES OR ILLICIT DRUGS ARE CONSUMED

It is unlawful for an Underage Person to attend any Event or Gathering where the person knows or reasonably should know that Alcoholic Beverages or Illicit Drugs are being consumed.

For purposes of this Ordinance, an Underage Person is presumed to know that Alcoholic Beverages or Illicit Drugs are being consumed at an Event or Gathering if Illicit Drugs or open containers of Alcoholic Beverages are so conspicuous that a reasonable person of the same age would have knowledge of their presence.

It shall be a defense to a charge of violating this ordinance that the Underage Person was not present at the Residence for a sufficient length of time to have an opportunity to observe the presence of Illicit Drugs or open containers of Alcoholic Beverages.

It shall be a defense if the Underage Person lives at the Residence and is not the Host of the Event or Gathering.

17-2-6: EXCEPTIONS

The prohibitions set forth in Sections 17-2-2, 17-2-3, 17-2-4 and 17-2-5 of this Code shall not apply in the following situations:

1. When the Underage Person is in the presence of his or her parent or legal guardian, with the supervision and approval of the parent or legal guardian; or
2. In connection with the performance of a religious ceremony or service in observation of a religious holiday.

17-2-7: POSSESSION OR SALE OF CANNABIS AND CANNABIS PARAPHERNALIA BY MINORS:

A. Possession of Cannabis:

It is unlawful for a Minor to be in possession of Cannabis in any amount which does not exceed thirty grams. Nothing in this ordinance shall be construed to prohibit the Village from enforcing cannabis offenses under the Illinois Criminal Code.

B. Possession of Cannabis Paraphernalia:

It shall be unlawful for a Minor to be in possession of any Cannabis Paraphernalia.

C. Sale To Minors:

It is unlawful for any person to sell or offer to sell Cannabis in an amount less than thirty grams, or Cannabis Paraphernalia, to a Minor.

17-2-8: PENALTY:

The maximum fine for a violation of this Article shall not exceed Seven Hundred and Fifty dollars (\$750.00). In addition to, or, in lieu of a fine, any person found to be in violation of any provision of this Article may be ordered to perform some reasonable public service work, or be ordered to complete a community based education, counseling or treatment program.

SECTION TWO: That Section 3-5-9 entitled "Sales to Minors,

Habitual Drunkards, and Mental Incompetents" shall be amended as follows:

SALES TO MINORS.

- A. No licensee or officer, associate, agent or employee of such licensee shall sell, give or deliver alcoholic liquor to any person under the age of twenty one (21) years. It shall be unlawful for any person under the age of twenty one (21) years to misrepresent his or her age for the purpose of purchasing or obtaining alcoholic liquor. In any place in the Village where alcoholic liquor is sold, including at each cash register at which alcoholic liquor may be sold, there shall be displayed at all times in a prominent place a printed card which shall be supplied by the Village Clerk and which shall read substantially as follows:

WARNING TO PERSONS UNDER THE AGE OF 21 YEARS:

You are subject to a fine up to \$750.00 under the ordinances of the Village of Oak Park, if you purchase alcoholic liquor, or misrepresent your age for the purpose of purchasing or obtaining alcoholic liquor.

- B. It shall be unlawful for any holder of a liquor license, or the licensee's agent or employee, to suffer or permit any minor to be in, or remain in, any room or compartment adjoining or adjacent to or situated in the room or place where such licensed premises is located; provided that this subsection shall not apply to any minor who is accompanied by his or her parent or guardian, or to any licensed premises which derives its principal business from the sale of service or other commodities than alcoholic

liquor. In addition to all other fines and penalties, the Local Liquor Control Commissioner may revoke the liquor dealer's license for any violation of the preceding subsection. It shall be unlawful for any parent or guardian to permit any minor child of whom he or she be parent or guardian to violate any provisions of this section.

- C. It shall be unlawful for any holder of a liquor license or the licensee's agent or employee to employ any persons under the age of twenty one (21) years for the purpose of drawing, pouring, mixing or selling any alcoholic liquor or employ any person under the age of eighteen (18) years for the purpose of serving alcoholic liquor.

SECTION 3: Each section, paragraph, clause and provision of this Ordinance is severable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

SECTION 4: This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

ADOPTED this 19th day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 19th March, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Published by me in pamphlet form this _____ day of March, 2012.

Teresa Powell, Village Clerk

**ORDINANCE AMENDING CHAPTER 29, ARTICLE 1 OF THE VILLAGE CODE
RELATED TO THE SCOPE OF AUTHORITY OF ADMINISTRATIVE LAW
JUDGES**

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, acting pursuant to its home rule powers established under Article VII Section 6 of the Illinois Constitution (1970) as amended as follows:

Section One: That Chapter 29, Article 1, Section 9 of the Village Code related to the Scope of Authority of Administrative Law Judges be amended as follows:

Administrative Law Judges shall preside over adjudicatory hearings. Administrative Law Judges shall have the authority to perform all acts necessary to conduct a fair and impartial adjudicatory hearing, including, but not limited to:

[Subsections A through H to remain the same]

- i. 1. Upon determining that a respondent has violated one or more charged code provisions, imposing fines and penalties, including supervision and/or community service, and/or the completion of a community based education, counseling or treatment program and such other actions that the Administrative Law Judge determines to be necessary and appropriate for the correction of the violation of the specific code provision(s) found to have been violated. However, in no event shall an Administrative Law Judge have authority to: 1) impose a penalty of incarceration, or 2) impose a fine in excess of fifty thousand dollars (\$50,000.00) exclusive of costs of enforcement or costs imposed to secure compliance with this code, except, however, that the maximum fine amount of fifty thousand dollars (\$50,000.00) does not apply to cases brought to enforce the collection of any tax imposed and collected by the Village.

When applicable, each day a code provision is found to have been violated by the respondent shall constitute a separate offense, and each separate offense subjects the respondent to the fine and penalty provided by the governing penalty provision.

- 2. The Village recognizes the critical role families play in the rehabilitation of troubled minors. Therefore, Administrative Law Judges shall have the authority to order parents, guardians and legal custodians to participate in any community based education, counseling or treatment program which their minor child or minor ward has been ordered to attend to assist the minor in recognizing and accepting responsibility for his or her behavior. Administrative Law Judges may also order the parents, guardian or legal custodian to take certain actions or to refrain from certain actions to serve public safety, to develop competency of the minor, and to promote accountability by the minor for his or her actions.

[Subsections J through N to remain the same].

THIS ORDINANCE shall be in full force and effect from and after its adoption, approval and publication as required by law.

ADOPTED this 19th day of March 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me, this 19th day of March 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

H

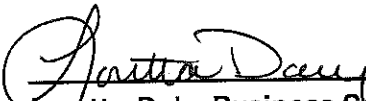
VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Consideration of Reauthorization of Micro loan Program and Motion to Direct Staff to Prepare the Necessary Documents

Resolution or Ordinance No. _____
Date of Board Action: *June 4th, 2012*


Staff Review:

Department Director Name:



Loretta Daly, Business Services Manager

Village Manager's Office:



Item History (Previous Board Review, Related Action, History):

In 1995, the Village adopted a Microloan program using CDBG funds, and authorized OPDC to administer the program in coordination with Village staff. The Micro Loan Participation program authorized the Village to guarantee 50% of Microloans that did not exceed \$20,000, making the Village's contingent liability \$10,000. Participating lenders guarantee the remaining 50%. When the program was established, the loans were funded with CDBG dollars with a maximum program exposure of \$150,000. CDBG funding proved to be ineffective because loan applicants were not seeking to locate businesses in the low to moderate income districts which CDBG funds are restricted to. Therefore, in the 2007 OPDC partner agreement, the use of CDBG program funds was eliminated.

The Micro Loan Program continued as one of many economic development tools administered by OPDC in conjunction with Village staff over the years. By the 2012 OPDC Partner Agency Agreement, the Commercial Loan Guarantee and Interest Subsidy program was funded in the amount of \$5,000, and the Microloan program was not funded. Further, the adopted FY2012 General Fund Budget did not contain an appropriation for the exposure created by these loans.

Recently, the Village Manager was presented with a Microloan application for approval in excess of the Village Manger's \$25,000 spending authority. The Village Manager directed an internal review of the Microloan program activities and it was determined that loans have been approved in that program without Village appropriating funds in the annual budget for exposures created by these loans. In addition, these loans exceeded the 1995 Microloan program authorization of \$20,000.

Currently, the Microloan program is operated by OPDC to leverage private investment in small businesses who would not be able to secure funding without the Village guarantee of a portion of the loan. Staff believes that the Microloan program is a successful program with a low default rate and should be reconsidered.

Additionally, it should be noted that the Commercial Loan Guarantee and Interest Subsidy Program which is funded in the OPDC agreement is another loan program which staff believes should be reviewed with the eye to updating the funding amounts. That program will be presented to the Board for review at a subsequent meeting.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

Staff recommends the Board direct the Micro Loan program authorization be updated to specifically address the following:

1. Authorize a new Microloan program and update the \$20,000 loan limit set out in the original program documents to a new maximum loan amount of \$75,000 with a 50% Village loan guarantee.
2. Authorize the Village Manager to approve Microloans subject to General Fund appropriations to cover at least \$20,000 of the Village exposure from the loan. For example, a \$75,000 loan would create Village exposure of \$37,500 and require a General Fund appropriation of \$20,000.

In regards to the proposed increase in Village Manager's spending authority, alternatively the Board could consider:

- a) Keep the amount of the Village's guarantee under the Manager's \$25,000 spending authority and allow the Manager discretion to review and approve loans;
- b) Provide a detailed set of loan parameters, such as the loan amount, maximum exposure throughout the program, the length of the loan term, interest rate, borrower's creditworthiness or other risk determining factors, and any other parameters, such as determining that the loan is for a business that supports the Village's objectives. The Manager's spending authority can stay at \$25,000 or be increased by ordinance to cover the amount the Board determines to authorize (such as the recommended \$37,500). If the Board chooses this alternative, staff would develop and recommend specific parameters and bring those details back to the Board for approval as part of the final authorizing documents;
- c) Have all loans reviewed and approved by the Village Board, with the option of a committee vetting process similar to the Housing Programs Advisory Committee or the former Retail Support Grant Committee.

Because the Microloan program results in an agreement between the lender, OPDC and the Village, any program changes would need to be agreed to by all participating institutions.

Intergovernmental Cooperation: None at this time.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The FY2012 General Fund budget needs to be amended to account for the outstanding portfolio as well as any future authorizations under this program. Staff proposes working with the auditors and other resources to determine the proper method to budget for these contingent liabilities.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why): See above.

Proposed Recommended Action: Provide policy direction on the program and direct staff to prepare the necessary documents to update the Village's participation in the Micro Loan Program facilitated through the Oak Park Development Corporation.

OAK PARK DEVELOPMENT CORPORATION

MICRO LOAN PROGRAM

LOSS PARTICIPATION AGREEMENT

This Agreement is executed this 18 day of September, 1995 between the Village of Oak Park, Illinois (hereinafter referred to as the "Village"), the Oak Park Development Corporation (hereinafter referred to as "O.P.D.C.") and the following participating lending institutions (hereinafter referred to collectively as "Participants" and individually as "Participant"): The First National Bank of Chicago, First Bank of Oak Park, River Forest State Bank, St. Paul Federal Bank For Savings, Pinnacle Bank of Oak Park, TCF Bank Illinois FSB, Firststar Bank Illinois and Midwest Bank and Trust.

WITNESSETH

WHEREAS, the O.P.D.C. desires to establish a revolving loan program (hereinafter referred to as the "Micro Loan Program") under which loans are made to qualified small start-up, existing or expanding business borrowers for the purpose of providing working capital, fixed assets purchases and inventory and encouraging economic development and job creation in the Village, and

WHEREAS, the Village is willing to partially guarantee loans made under the program in connection with said loans all as more particularly set forth hereinafter, and

WHEREAS, the Participants each are willing to share equally in up to fifty percent (50%) any loss occurring with any loan under the Micro Loan Program, under the terms and conditions herein specified and such other terms and conditions for each particular loan as may be determined and approved by a Micro Loan Program Review Committee designated by the Board of Directors of O.P.D.C., which committee (hereinafter referred to as the "Review Committee") shall have as its members a representative of each of the Participants, the Village and the O.P.D.C.; and

WHEREAS, the Village shall guarantee fifty per cent (50%) of any loss for any loan from a reserve account to be established by the Village for the Micro Loan Program

Reserve acct: ?

NOW, THEREFORE, in consideration of the mutual undertakings of the parties, it is hereby agreed as follows:

1. The Village shall appropriate \$31,300.00 from Community Development Block Grant funds and shall deposit the money into a reserve account for the funding of losses under the Micro Loan Program. The Participants hereby agree to share, in the aggregate, an additional amount of \$31,300.00 in losses in loans under the Micro Loan Program so that, together with the funds deposited by the Village, there shall be available under the Micro Loan Program a maximum amount of \$62,600.00 of loan balances covered by the Village's and the Participants' loss payment agreements herein. No Participant shall be obligated for more than \$4,000.00 of losses.

2. Each individual loan shall be owned by First Bank of Oak Park and all loans shall be originated and administered by the First Bank of Oak Park at no cost to the Micro Loan Program or the Participants. All earnings and interest from any loan shall be the property of First Bank of Oak Park. All duties and responsibilities to individual borrowers or to any other party regarding or in any way related to any individual loan shall be the sole responsibility of First Bank of Oak Park and the only duty of the other Participants is their agreement herein to share on an equal basis in any losses as herein provided up to a maximum loss sharing of \$31,300.00 for all Participants and \$4,000.00 for each Participant.

Participants:
8 BANKS

3. All loans made pursuant to this Agreement and the Micro Loan Program shall conform to the following:

a.) The maximum amount for any loan shall be \$20,000.00 and the minimum amount shall be \$2,000.00.

b.) Each loan shall have up to a 3 year term, or such other term as may be approved by the Review Committee, with monthly payment of principal and interest in accordance with an amortization schedule to be determined by the Review Committee, provided that the remaining unpaid balance of all loans shall be due by no later than the end of the loan term.

c.) For each loan, the Review Committee shall determine the interest rate to be charged and the amount of personal guarantee required by each borrower. The interest rate charged on each loan

shall be a floating rate of interest equal to the "prime rate" as published from time to time in the Midwest edition of The Wall Street Journal, reflecting the base rate charged on corporate loans at large U.S. Money Center commercial banks as determined by the Review Committee. In the event that for any reason such "prime rate" is not available, the rate of interest on the loan shall be determined by reference to a substantially equivalent publicly announced rate selected by the Review Committee.

d.) The Village shall guarantee each loan made under the Micro Loan Program. As to each loan, the guarantee shall be equal to fifty per cent (50%) of the loss of the loan (as hereinafter defined).

e.) The Review Committee shall determine the collateral required as security for each loan, and shall establish such other terms and conditions for each loan, all as it deems appropriate in its discretion. Loans will be made only if allowed by and in accordance with the legal and regulatory authority of each of the Participants.

f.) At the closing of each loan, there shall be charged to and collected from the borrower, in addition to the other usual and customary costs of closing, a fee equal to 2.0% of the initial outstanding balance of the loan. Said fee shall be for services rendered by the O.P.D.C. and shall be paid to the O.P.D.C. immediately following the closing.

4. The processing of each loan shall be as follows:

a.) When a proposed loan is determined by O.P.D.C. to be eligible for the Micro Loan Program, the loan proposal shall be assigned to the Review Committee. The Review Committee shall perform such inquiry and analysis thereof as the Review Committee deems appropriate. The Review Committee shall have complete discretion to deny the

loan request if the request fails to meet the terms of the Micro Loan Program or generally accepted industry standards. All loan proposals shall include: a completed loan application, an economic disclosure statement, a comparative balance sheet and comparative profit and loss statements for the previous three years for existing businesses, a business plan, personal financial statements, financial institution letter of commitment or

interest/letter of refusal, application and closing fees.

b) The First Bank of Oak Park shall process, document and close the approved loan in a customary manner and in accordance with customary standards for similar loans.

c.) Prior to closing any loan, the O.P.D.C. shall secure from the Village its guarantee of the loan. The rights and obligations of the parties with respect to said guarantee shall be governed by the terms of said guarantee, a copy of the form of which is attached hereto and made a part hereof as Exhibit A. The guarantee shall be executed as to each individual loan between the Village and the First Bank of Oak Park.

d.) First Bank of Oak Park agrees to close each loan and to perfect its security interest in the collateral securing the loan and to preserve its rights and to administer said loan in all respects consistent with good lending and/or mortgage practices. First Bank of Oak Park represents that it will exercise the same degree of care that it exercises in the servicing and administration of its own loans.

e.) In the event of the inability of First Bank of Oak Park to collect any of said loans after exercising reasonable efforts to do so, it shall give prompt written notice to the other Participants and shall proceed in an expeditious manner by foreclosure or otherwise to recover any unpaid balance on the loan. First Bank of Oak Park shall have

complete discretion in determining the scope and extent of collection procedures including but not limited to advancements to preserve the security, acceptance of a deed-in-lieu of foreclosure, the purchase of prior liens and the maintenance, management and sale of any property acquired. However, First Bank of Oak Park agrees to use its best effort to avoid and/or minimize losses and, where reasonably necessary, to diligently utilize those collection methods and proceedings which are customarily used to collect and recover unpaid balances on similar loans in the industry.

f.) After a loan becomes delinquent and during any collection, foreclosure and asset disposition activities, First Bank of Oak Park shall make reasonable efforts to keep the other Participants, the O.P.D.C. and the Village fully informed of said activities and seek their advice and input concerning those activities.

g.) A Participant shall not assign its interest under this Agreement without the consent of the other Participants which consent will not be unreasonably withheld.

5. Any loss incurred by an individual Participant on an individual loan, after application of the Village guarantee as provided in the Guarantee, shall be divided equally among all the Participants. For the purpose of this Agreement a loss shall be defined and divided among the Participants as follows:

A loss shall be the amount by which the principal balances of the loan as carried on the books of First Bank of Oak Park (which amount shall include the unpaid principal balance of the loans plus accrued interest plus costs attendant to collection proceedings and advances of funds to protect the security) exceeds the amount realized by the First Bank of Oak Park from its collection efforts and from the final disposition of any security. However, in determining the amount of any loss, the amount of any late charges or penalty interest or like charges shall be excluded. Also, for the purpose of determining the amount of any loss, no more than six months

interest shall be accrued after a loan is in default.

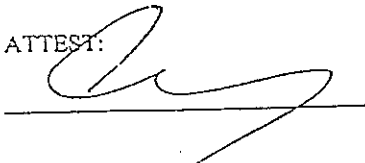
Within 30 days after reasonably exhausting its collection efforts and reasonably exhausting its best efforts to dispose of any security, and applying proceeds from the guarantee as provided in the Guarantee, First Bank of Oak Park shall supply a written accounting of the loss as reduced by the application of the guarantee under the Guarantee to each of the other Participants who shall within 30 days after receipt of said accounting, remit their portion of said loss as so reduced. If any Participant does not remit their portion of any said loss and said portion becomes uncollectible due to insolvency or otherwise, the remaining Participants shall share proportionately in said additional portion of the loss. Also, any amounts collected on a loan after the loss has been divided among the Participants as set forth above, shall be divided and distributed equally among the Participants until their remittances with respect to that loan have been paid in full, and any remaining amounts shall be paid to the Village.

6. First Bank of Oak Park will not agree to any modification of any significant term of such loan, the assumption of the indebtedness represented by such loan, the release of any obligor with respect to such loan, or the release of any collateral for such loan, without the prior approval of the Review Committee. Any such modification and/or assumption and/or release as set forth above shall be binding on the Village and shall not in any way affect the guarantee of the Village hereunder.

7. This Agreement may be terminated as to future loans by written notice of any of the parties to each of the other parties. However, any such termination shall not effect the rights and obligations of the parties regarding loans made or committed prior to said termination.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officer, duly attested, and their Corporate Seals affixed hereto, the day and year first above written.

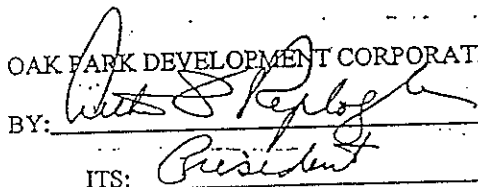
ATTEST:



OAK PARK DEVELOPMENT CORPORATION

BY:

ITS:


President

VILLAGE OF OAK PARK

ATTEST:

Janae A. Sobol

BY: J. Edwards
ITS: Village Manager

MIDWEST BANK & TRUST COMPANY

ATTEST:

James D. Lopez

BY: Bob A. Truck
ITS: PRESIDENT

FIRST BANK OF OAK PARK

ATTEST:

Frank J. Daniels

BY: Michael E. Kelly
ITS: Chairman

ST. PAUL FEDERAL BANK FOR SAVINGS

ATTEST:

Mary B. Otter

BY: Salvador J. [Signature]
ITS: President

PINNACLE BANK OF OAK PARK

ATTEST:

Mary G. Lowery

BY: [Signature]
ITS: President

THE FIRST NATIONAL BANK OF CHICAGO

ATTEST:

John K. Phil

BY: [Signature]
ITS: Senior Vice President

RIVER FOREST STATE BANK

ATTEST:

[Signature]
Consumer Loan Officer

BY: [Signature]
ITS: [Signature]

TCF BANK ILLINOIS FSB

BY: _____

ITS: PRES. DENI

FIRSTAR BANK ILLINOIS

BY: _____

ITS: Mark J. President

ATTEST:

Choutis

ADDENDUM NO. 1

This Addendum is dated this 13th day of February, 1997 and is attached to and made a part of the OAK PARK DEVELOPMENT CORPORATION MICRO LOAN PROGRAM LOSS PARTICIPATION AGREEMENT dated September 18, 1995 (hereinafter referred to as the "Agreement") between the Oak Park Development Corporation (hereinafter referred to as "OPDC"), the Village of Oak Park, Illinois (hereinafter referred to as the "Village"), and the following participating lending institutions (hereinafter referred to collectively as "Participants" and individually as "Participant"): Corus Bank, formerly known as River Forest State Bank, Firststar Bank Illinois, First Bank of Oak Park, The First National Bank of Chicago, Midwest Bank and Trust Company, Pinnacle Bank Oak Park, St. Paul Federal Bank for Savings and TCF Bank Illinois FSB.

WITNESSETH:

WHEREAS, Community Bank of Oak Park River Forest (hereinafter referred to as "Community") desires to participate under the Agreement with the same rights and obligations of the Participants with respect to all loans made after the date hereof, and

WHEREAS, the Village, OPDC and the Participants desire to amend the Agreement to provide for, among other things, the addition of Community to the Agreement with the same rights and obligations of the Participants with respect to all loans made after the date hereof, and

WHEREAS, the parties to the Agreement desire to increase the amount of money that may be appropriated under the Micro Loan Program and the amount of loss that may be shared by the Participants,

NOW, THEREFORE, in consideration of the mutual undertakings of the parties, it is hereby agreed as follows:

1. Community shall become an additional Participant with all the rights and obligations of the Participants under the Agreement except that Community shall have no rights or obligations of any kind whatsoever with respect to any loans made pursuant to the Agreement prior to the date hereof, it being understood and agreed that Community's participation applies only to the loans made on or after the date hereof.
2. The parties agree that the Review Committee shall include a representative of the Small Business Development Center.
3. Paragraphs 1 and 2 of the Agreement are hereby deleted in their entirety and the following paragraphs are hereby substituted therefore:

What is this?

*\$150,000 Reserve Account
\$50,000 Participant*

1. The Village shall appropriated up to \$150,000 from Community Economic Development Block Grant funds and shall deposit the money into a reserve account for the sharing of losses under the Micro Loan Program but in no event more than the amount of money appropriated and held by the Village in reserve from time to time, subject to the terms of this agreement, so that together with the funds deposited by the Village, there shall be available under the Micro Loan Program a maximum amount of \$300,000.00 of loan balances covered by the Village's reserve account and the Participants' loss payment agreement herein. No participant shall be obligated for more than \$17,000.00 of losses.

2. Each individual loan shall be owned by First Bank of Oak Park and all loans shall be originated and administered by the First Bank of Oak Park at no cost to the Micro Loan Program or the Participants. All earnings and interest from any loan shall be the property of First Bank of Oak Park. All duties and responsibilities to individual borrowers or to any other party regarding or in any way related to any individual loan shall be the sole responsibility of First Bank of Oak Park and the only duty of the other Participants is their agreement herein to share, on an equal basis, in any losses as herein provided up to a maximum loss sharing amount of \$150,000.00 for all Participants and \$17,000.00 for each individual Participant.

4. Paragraph 4.a) of the Agreement relating to loan processing document requirements is hereby amended by deleting the clause "financial institution letter of commitment or interest/letter of refusal."

5. The Participants hereby reaffirm and acknowledge their liability under the Agreement amended herein and they agree that their obligations under the Agreement shall not in any manner be impaired, discharged or released by this Amendment.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers and duly attested to the date and year first above witnessed.

ATTEST:
K. Kamela

OAK PARK DEVELOPMENT CORPORATION
BY: *John S. Rygle*
ITS: President

ATTEST:
K. Kamela

VILLAGE OF OAK PARK
BY: *Laurance B. Christmas*
ITS: President

COMMUNITY BANK OAK PARK RIVER
FOREST

ATTEST:
K. Komala

BY: [Signature]
ITS: [Signature]

CORUS BANK formerly known as RIVER
FOREST STATE BANK

ATTEST:
K. Komala

BY: [Signature]
ITS: [Signature]

FIRSTAR BANK ILLINOIS

ATTEST:
K. Komala

BY: [Signature]
ITS: Market President

FIRST BANK OF OAK PARK

ATTEST:
K. Komala

BY: [Signature]
ITS: Chairman

THE FIRST NATIONAL BANK OF CHICAGO

ATTEST:
K. Komala

BY: [Signature]
ITS: President - Oak Park

MIDWEST BANK AND TRUST COMPANY

ATTEST:
K. Komala

BY: [Signature]
ITS: President

PINNACLE BANK OAK PARK

ATTEST:
K. Komala

BY: [Signature]
ITS: President

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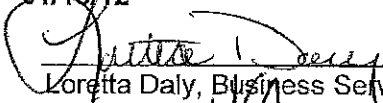
**VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY**

Item Title: Resolution Authorizing the Execution of Agreement between the Village of Oak Park and the Oak Park Development Corporation for 2012

Resolution No. _____

Date of Board Action 04/18/12

Staff Review:


Loretta Daly, Business Services Manager

Village Manager's Office _____

Item History: In the past years prior to 2007, contracts between the Village of Oak Park and the Oak Park Development Corporation utilized both General Corporate Funds and Community Development Block Grant funds. In 2007 at the request of OPDC, the use of CDBG Funds was eliminated. The attached Scope of Services that is incorporated into the contract delineates duties and responsibilities for all funded OPDC programs.

Item Policy Commentary: The Village has provided funding to OPDC since its creation in the 1970's. The contract for General Funds presented for 2012 reflects a \$3,800 increase over 2011. Performance measures in the previous contract are also included in this contract. Reporting requirements will remain monthly and quarterly per the change in 2008.

Program Change: The Greater Downtown Façade Grant Program has been deleted from the OPDC Contract as funding for this program has historically been provided through the Greater Downtown TIF Funds which are no longer available.

Item Budget Commentary: The 2011 budget included \$348,000 from the General Fund for program administration as well as Grant and Loan Interest Subsidy programs. Additionally, \$50,000 is included from the Madison St. TIF fund for façade grant activities. The attached distribution schedule details the Village's General Fund obligations toward OPDC general administration as well as specific programs. As in previous years, the contract indicates whether the Village provides funding on a monthly basis or remits reimbursement based upon actual expenditures incurred for a particular program.

Proposed Action: Approve the resolution.

**RESOLUTION
AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE VILLAGE OF OAK PARK AND
THE OAK PARK DEVELOPMENT CORPORATION FOR 2012**

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois that the Village Manager is hereby authorized and directed to enter into a funding and service agreement with the Oak Park Development Corporation. The agreement shall conform substantially to that attached hereto as Exhibit A and made a part hereof.

THIS RESOLUTION shall be in full force from and after its adoption as provided by law.

ADOPTED this 18th day of January, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 18th day of January, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

**CONTRACT FOR SERVICES BETWEEN
THE VILLAGE OF OAK PARK AND
THE OAK PARK DEVELOPMENT CORPORATION**

THIS AGREEMENT is entered into by the Village of Oak Park, 123 Madison St., Oak Park, IL 60302, a municipal corporation (hereinafter referred to as the "Village") and the Oak Park Development Corporation (OPDC), 104 N. Oak Park Avenue, Oak Park, IL 60301, an Illinois not-for-profit corporation (hereinafter referred to as "Contractor").

1. Length of Contract

This contract shall commence January 1, 2012, and shall terminate December 31, 2012, unless earlier terminated by the parties in accordance with the terms of this agreement.

2. Contract Amount and Payment Schedule

In consideration of the Contractor undertaking to provide the services set forth in this agreement, the Village agrees to pay the Contractor in accordance with the payment schedule attached hereto as Exhibit 1 subject to approval of invoices and other required documentation including, but not limited to, all reports required herein.

3. Scope of Services

The Contractor shall perform the services and make a good faith effort to achieve the goals set forth in the description of services attached hereto as Exhibit 2 and made a part hereof.

4. Compliance With Law

The Contractor, in performing this agreement, shall:

- a. Not discriminate against any worker, employee, or applicant, or any member of the public because of race, religion, disability, creed, color, sex, age, sexual orientation, status as a disabled veteran or Vietnam era veteran, or national origin, nor otherwise commit an unfair employment practice; and
- b. Take affirmative action to ensure that applicants are employed without regard to race, religion, handicap, creed, color, sex, age, sexual orientation, status as a disabled veteran or Vietnam era veteran, or national origin, with such affirmative action, including but not limited to the following: employment, upgrading, demotion or transfer, termination, rates of pay, other forms of compensation, or selection for training, including apprenticeship.

- c. The Contractor agrees and authorizes the Village to conduct reviews and conduct other procedures or practices to assure compliance with these provisions. The Contractor agrees to post, in conspicuous places available to employees and applicants for employment or distribute to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
- d. The Contractor agrees not to violate any laws, State or Federal rules or regulations regarding a direct or indirect illegal interest on the part of any employee or elected official of the Contractor in the agreement or payments made pursuant to this agreement.

5. Adherence to Village Policies

The Contractor hereby agrees to adhere to the policies set forth in the Addendum to the Agreement, attached hereto as Exhibit 3, or, in the alternative, that it will adopt policies of its own which are in substantial compliance with the policies set forth in the Addendum, attached hereto as Exhibit 3.

All such Contractor policies require prior review and approval by the Village before the Contractor can substitute adherence to its own policies for adherence to the Village policies set forth in Exhibit 3. Such policies may be submitted to the Village for review and approval prior to the execution of this agreement or at any time during the term of this agreement.

The Village shall provide the Contractor with timely written approval or disapproval of all such policies submitted by the Contractor. Disapproval shall be accompanied by the specific reasons why the submitted policy is not in substantial compliance with the Village policy set forth in Exhibit 3. The Contractor may revise and resubmit policies to the Village for review and approval. Approval shall not be unreasonably withheld by the Village.

The Contractor shall be obligated to adhere to the policies set forth in Exhibit 3 until such time as its own written equivalent policy or policies have been filed with and approved by the Village.

The Contractor shall be obligated to submit any change in, or amendment to, such approved policy during the term of this agreement to the Village for its approval in the same

manner as if it were submitting an entire new policy to the Village for its review and approval.

6. Personnel

The Contractor represents that it has or will secure all personnel and consultants necessary to perform the services required of it under this agreement. All of the services required hereunder will be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified to perform such services.

7. Submittal of Budget

The Contractor shall submit to the Village for review, at least one hundred twenty (120) days prior to the end of each calendar year, the Contractor's proposed budget for the following calendar year. Any request for funding from the Village must receive approval from the Village Board of Trustees. The annual budget request shall be accompanied by an updated organizational chart listing positions filled and vacant and reflecting the internal reporting structure of the organization.

8. Audits and Inspections

- a. Upon reasonable request, during normal business hours, the Village may examine, and the Contractor shall make available, all of its records used in the preparation of its progress and activity reports to the Village with regard to all programs which are funded in total or in part by the Village or through the Village as funding agent. The Contractor shall permit the Village to audit, examine, and make excerpts or transcripts from such records, and to make audits of all payroll and other expenses of the Contractor with regard to such programs. The Contractor shall also provide, upon reasonable request, documentation of such program expenditures as the Village deems necessary.
- b. The Contractor shall provide the Village with an annual audited financial statement. The report shall be prepared by an independent accounting firm and shall be conducted in accordance with generally accepted auditing standards.

The audited annual statement shall be due within six (6) months after the end of the Contractor's fiscal year. The Contractor shall provide such additional information as

the Chief Financial Officer may require after his review of the submitted audited annual statement.

Upon the timely request of the Contractor, the Chief Financial Officer for the Village will provide the Contractor with any direction and guidance the Contractor may require with regard to the preparation of the annual audited financial statement.

9. Reports

The Contractor will submit the following reports to the Village:

- a. A quarterly monthly written report which shall describe the activities it has undertaken to fulfill the Scope of Services and goals set forth in Exhibit 2. The report shall be submitted to the Village Manager by the 15th of the month following the end of each quarter and shall contain, at a minimum, the information required in the Scope of Services.
- b. A quarterly financial report regarding program activities.
- c. A monthly Cash Disbursement Report of OPDC administrative activities, submitted to the Village's Chief Financial Officer.
- d. An annual performance measurement report as set forth in Exhibit 2A. The annual report will be due on or before February 15 of each year.
- e. The annual audited financial statement referenced in Section 8 above.

10. Termination of Agreement or Suspension of Payment

- a. The Contractor hereby acknowledges that the Village Board of Trustees may review the performance criteria of the various agencies receiving funds from the Village during the term of this agreement, which may result in amendment to the funding provided by this agreement during the contract year.
- b. This agreement may be terminated without cause by either party upon providing ninety (90) days written notice of its intention to terminate the agreement.
- c. During the term of this agreement, the Village may terminate the agreement for cause or suspend payments of grant funds due to: 1) use of funds in a manner inconsistent with the scope of services; 2) failure by Contractor to submit required reports; 3) submission by Contractor of incorrect or incomplete reports; or 4) Contractor's failure to perform in accordance with the agreement.

d. In the event the Village elects to terminate this agreement for cause or to suspend payments under this agreement for any reason stated in this Agreement, the Village shall provide written notice to Contractor of its intention to terminate the agreement for cause or suspend payments if the Contractor fails to cure the noted deficiency within thirty (30) days after receipt of the notice of deficiency. The written notice shall provide the Contractor with a description of the alleged deficiency, and shall state a time and place wherein Contractor shall be afforded the opportunity to refute the statement of deficiency set forth in the notice prior to the Village's termination of suspension of payments. The Village Manager or his designee shall be present at this meeting and shall make the determination as to whether or not the Village will terminate the agreement or will continue, suspend, or terminate payments. If Contractor fails to adequately refute the alleged deficiencies, or fails to correct the deficiency(ies) within thirty (30) days of receipt of the notice or within such other time frame agreed upon by the Village and Contractor, or if the same deficiency continues to reoccur, the Village may terminate or suspend the payment of funds.

11. Notices

All notices required by this agreement shall be delivered either personally or by certified and regular mail to the Village by delivering or mailing same to the Village Manager at 123 Madison Street, Oak Park, Illinois 60302 and to the Contractor by delivering or mailing same to the Contractor's President at 104 N. Oak Park Avenue, Oak Park, Illinois 60301. Notice by mail shall be deemed to be delivered three business days after the day of mailing.

12. Return of Unused Funds to Village After Termination of Agreement or Dissolution of the Contractor's Corporation

Upon the dissolution of the Contractor's corporation or termination of this agreement, any unused funds of the Contractor originally provided by the Village shall be immediately returned to the Village. Funds which have already been obligated by the Contractor at the time of the dissolution of the Corporation or at the time of the Contractor's receipt of the Village's notice to terminate the agreement, shall not be considered as "unused funds" for purposes of this section. Upon dissolution, Contractor shall notify the Village of the name and contact information of the individual who will be responsible for winding up their corporate affairs.

13. Assignment

The Contractor shall not assign this agreement or any part thereof and the Contractor shall not transfer or assign any Funds provided hereunder or claims due or to become due hereunder without the written approval of the Village having first been obtained.

14. Conflict of Interest

OPDC agrees to follow the conflict of interest policy set forth in Exhibit 4. OPDC further covenants that in the performance under this agreement, no person having such a conflicting interest shall be employed by the Contractor.

15. Amendments

This agreement and the attachments and exhibits referenced herein, constitute the entire agreement between parties hereto. Except as provided in Section 10(a), no modifications, additions, deletions, or the like, to this agreement shall be effective unless and until such changes are agreed to in writing by the parties.

16. Headings

The section headings of this agreement are for convenience and reference only and in no way define or describe the scope of intent of this agreement and should be ignored in construing or interpreting this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

REVIEWED AND APPROVED
AS TO FORM

JAN 13, 2012

[Signature]
LAW DEPARTMENT

VILLAGE OF OAK PARK

ATTEST

Thomas W. Barwin
Village Manager

Teresa Powell
Village Clerk

OAK PARK DEVELOPMENT CORP

Witness:

Sara J.R. Faust, President

Karen K. Komala, Office Manager

EXHIBIT 2
OAK PARK DEVELOPMENT CORPORATION
SCOPE OF SERVICES

I. Business Attraction, Retention, Marketing and Economic Development Advocacy

A. General Administrative Support Services

1. Site Location and Technical Assistance Program:

OPDC will conduct activities to reduce vacancies, provide counseling to property and business owners, and aid in promoting the rehabilitation of commercial space. OPDC will provide site location and leasing assistance, technical assistance and counseling for property owners. The Village will provide its list of economic development project priorities for the Village to OPDC. OPDC will report to the Village on a quarterly basis the address, square footage leased or sold, its recruitment activities, changes in the property listings and advocacy efforts.

2. Maintain Current Property Listing:

OPDC will maintain a computerized inventory of commercial property for sale or lease within the Village and provide a new report listing each quarterly. To fulfill this obligation, OPDC will manage and keep current the listing of vacant commercial (retail and office space) in the Village using the "Location One", or similar proprietary web site which is provided at no cost by the Illinois Department of Commerce and Economic Opportunity. OPDC will make a quarterly report to the Village reflecting changes to the web site in the past quarter.

3. Economic Development Advocacy:

OPDC will act as an advocate for business and will provide testimony and/or comments to the Plan Commission, Liquor Control Review Board, the Village Board of Trustees and such other bodies as may be appropriate. Further, OPDC will, from time to time, provide analysis and input on development projects.

4. Neighborhood Business Association Liaison:

To maintain communication and a connection with the business district associations, OPDC will attend the regularly scheduled Business Association Council meetings.

5. Retail & Commercial Recruitment:

OPDC will act as the key retail and commercial recruitment agent for the Village of Oak Park. It will utilize available studies, its partnership with the Village, and market knowledge to identify and pursue retail and commercial uses. Additionally, an annual base line list of targeted recruitment opportunities will be developed in conjunction with the Business Services and Planning Departments of the Village of Oak Park. This document shall be treated as a tool for the development of recruiting marketing strategies and materials and will be amended by OPDC and Village Staff accordingly throughout the year.

6. Neighborhood Business Surveys and Market Analysis:

OPDC may complete neighborhood business surveys and market analyses in business districts to better understand the current market and opportunities for development. The Village will be given an opportunity for input into the survey development and distribution. OPDC will present/provide findings of any analyses it conducts or has conducted regarding neighborhood business surveys or market analysis. The Village will provide OPDC with its current neighborhood character plans, business district plans, corridor plans and any updates to existing plans.

7. Marketing Materials:

OPDC will maintain materials to market its programs. OPDC will utilize website, brochure/marketing pieces and other materials as necessary to market its programs.

8. Conduct Annual Awards Ceremony:

OPDC will annually recognize significant contributions of the Oak Park business community at an annual awards ceremony.

B. General Administrative Service Funding:

In consideration of the performance of the services set forth above, the Village shall distribute to OPDC General Funds in the maximum amount of ~~Two Hundred Twenty-Seven Thousand, Four Hundred Dollars~~ 227,400 Two Hundred Forty Seven Thousand Dollars (**\$247,000**) designated as "Administrative General Support" to be paid in monthly disbursements based on invoices submitted. The invoices will demonstrate OPDC's actual Cash Disbursements and expenses. OPDC will submit those invoices to the Chief Finance Officer.

II. Loan Program Administration

A. Loan Program Administration Services

OPDC will promote, facilitate and monitor programs to provide private loans to encourage economic development. Such loans shall be made at below market interest rates by private lending institutions in accordance with the "Loan Participation Agreement" and the "Micro Loan Program Loss Participation Agreement" between the Village, OPDC and Participating Banks, respectively dated February 19, 1991, as amended, and September 18, 1995, as amended. OPDC will promote and administer these programs throughout the Village in keeping with guidelines of each program. Any change in the existing programs shall require the approval of the Village, OPDC and Participants. Approval shall not be unreasonably withheld by the Village. The programs shall be administered based upon the policies and guidelines of OPDC and in accordance with all applicable laws. OPDC will report quarterly to the Village the number of clients counseled, applications received, loans approved and contingent liabilities (loans).

B. Program Funding

The Village will contribute a maximum of ~~Sixteen Thousand~~ \$16,000 Five Thousand Dollars (**\$5,000**) to the Commercial Loan Interest Subsidy program, which funds shall be for actual interest subsidies on approved loans, to be paid in a manner set forth herein in Exhibit 1.

C. Loan Administration Funding

In consideration of OPDC's Loan Programs Administration, the Village shall distribute to OPDC the amount of Thirty-Six Thousand Dollars (**\$36,000**) per year, payable in monthly installments of Three Thousand Dollars (\$3,000)

III Commercial Property Rehabilitation & Preservation Program

A. Program Administration Services.

OPDC will actively seek applicants to encourage renovation of Oak Park commercial exteriors. OPDC will promote and administer this program throughout the Village in keeping with the guidelines of the program. OPDC will provide the Village with quarterly reports stating the number of applications received, approved, and the amount of investment leveraged.

B. Program Funding

The Village will provide the following funding for the Commercial Property Rehabilitation and Preservation Program: a maximum of ~~Thirty Three Thousand Dollars (\$33,000)~~ Thirty Thousand Dollars **(\$30,000)** out of the General Fund. For actual grant disbursements; a maximum of ~~Fifty Thousand Dollars (\$50,000)~~ out of the ~~Greater Downtown TIF (GDTTIF) Funds for actual grant disbursements within the GDTTIF boundaries;~~ a maximum of Fifty Thousand Dollars **(\$50,000)** out of the Madison Street TIF (MSTIF) Funds for actual grant disbursements within the MSTIF boundaries. The Village will distribute these funds in accordance with approved Commercial Property Rehabilitation and Preservation Program grants, on a reimbursement basis for actual costs expended by the grantee.

C. Grant Administration Funding:

In consideration of OPDC's administration of the Commercial Property Rehabilitation and Preservation Program, the Village shall distribute to OPDC a maximum amount of ~~Twenty Eight Thousand Eight Hundred Dollars (\$28,800)~~ Thirty Thousand Dollars **(\$30,000)**, to be paid in monthly installments of \$2,500.

IV. PROGRAM EVALUATION

During the term of this Agreement between the VILLAGE and OPDC, OPDC and the VILLAGE shall cooperate with evaluation in regard to its services under the Agreement. Any evaluation may be quantitative and descriptive and available to both parties.

EXHIBIT 2A
Annual Performance Measurements
TO BE REPORTED BY THE OAK PARK DEVELOPMENT CORPORATION

- A. Projected annual gross revenues resulting from OPDC assisted development
- B. Projected annual tax (sales and property) benefit for five years from OPDC assisted activity
- C. Number of businesses opened with assistance from OPDC
- D. Number of businesses retained with assistance from OPDC
- E. Total capital investment related to OPDC assisted activity
- F. Number of jobs created by businesses receiving OPDC assistance
- G. Number of jobs retained by businesses receiving OPDC assistance
- H. Operating Costs Ratio to Administration, Programs & Capital to be calculated by Village of Oak Park with review by OPDC

FUNDING SCHEDULE - 2012 BUDGET
 Oak Park Development Corporation
 Monthly Bills are Paid In Arrears and Submitted and Paid the Following Month

Month	General Fund							Downtown Commercial Rehab and Preservation (facade) Grants	MSTIF Commercial Rehab and Preservation facade Grants		
	Administrative Support of OPDC	Administrative Support of OPDC Loan Programs	Admin. Support of Commercial Rehab & Pres. Program	General Fund Administrative Support monthly payout Total	Commercial Rehab and Preservation Grants	Commercial Loan Interest Subsidy	Commercial Rehab and Preservation (facade) Grants				
January	\$ 20,584	\$ 3,000	\$ 2,500	\$ 26,084	(1)	(1)	(1)				
February	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
March	\$ 20,584	\$ 3,000	\$ 2,500	\$ 26,084	(1)	(1)	(1)				
April	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
May	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
June	\$ 20,584	\$ 3,000	\$ 2,500	\$ 26,084	(1)	(1)	(1)				
July	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
August	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
September	\$ 20,584	\$ 3,000	\$ 2,500	\$ 26,084	(1)	(1)	(1)				
October	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
November	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
December	\$ 20,583	\$ 3,000	\$ 2,500	\$ 26,083	(1)	(1)	(1)				
Total Monthly Payments	\$ 247,000	\$ 38,000	\$ 30,000	\$ 313,000							
Reimbursed Program Grants and Interest Subsidy Costs				\$ 35,000	\$ 31,100	\$ 3,900					
TOTALS	\$ 247,000	\$ 38,000	\$ 30,000	\$ 348,000	\$ 31,100	\$ 3,900					
							Other Funds Total \$ 50,000				

(1) Payment subject to Reimbursement Requests of Actual Costs

EXHIBIT 1

Combined (General & Other) Total \$ 398,000

FUNDING SCHEDULE - 2011 BUDGET
Oak Park Development Corporation
 Monthly Bills are Paid in Arrears and Submitted and Paid the Following Month

Month	General Fund						Downtown	MSTIF
	Administrative Support of OPDC	Administrative Support of OPDC Loan Programs	Admin. Support of Commercial Rehab & Pres. Program	General Fund Administrative Support monthly Payout Total	Commercial Rehab and Preservation Grants	Commercial Loan Interest Subsidy	Commercial Rehab and Preservation (facade) Grants	Commercial Rehab and Preservation facade Grants
January	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
February	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
March	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
April	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
May	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
June	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
July	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
August	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
September	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
October	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
November	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
December	\$ 18,950	\$ 3,000	\$ 2,400	\$ 24,350	(1)	(1)	(1)	(1)
Total Monthly Payments	\$ 227,400	\$ 36,000	\$ 28,800	\$ 292,200				
Reimbursed Program Grants and Interest Subsidy Costs				\$ 52,000	\$ 33,000	\$ 19,000	\$ 50,000	\$ 50,000
TOTALS	\$ 227,400	\$ 36,000	\$ 28,800	\$ 344,200	\$ 33,000	\$ 19,000	\$ 100,000	\$ 100,000

(1) Payment subject to Reimbursement Requests of Actual Costs

EXHIBIT 1

Combined (General & Other) Total \$ 444,200

Revised February 11, 1999

Addendum to Agreement

The Contractor agrees to comply with the terms and conditions set forth hereinbelow. Any violation of the terms or conditions set forth hereinbelow by the Contractor shall subject the Contractor, at the Village's discretion, to possible contract termination or suspension of payments in accordance with Section 10 of the Agreement, entitled "Termination of Agreement or Suspension of Payment."

1. Conflicts of Interest and Standards of Conduct. The Contractor shall adhere to the provisions relating to Ethics and Conflicts of Interest, set forth hereinbelow, or such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with ~~Paragraph~~ Section 65 of the Agreement, entitled "Adherence to Village Policies."

Conflicts of Interest and Standards of Conduct

1. Members of the Board of Directors shall serve without salary, but the Board of Directors may authorize the payment by the Corporation of the reasonable expenses incurred by Directors in the performance of their duties.
2. Impartiality: Every Director and employee shall perform his or her duties with impartiality and without prejudice or bias in furtherance of the goals, objectives and contractual obligations of the Corporation. No Director or employee shall, in the performance of his or her duties on behalf of the Corporation, grant or make available to any person or entity, including other directors or employees of the Corporation, any consideration, treatment or service beyond that which is available to every other similarly situated person or entity served by the Corporation.
3. No Director or employee shall engage in any business transaction or

shall have any financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of the Director's official duties in the interests of the Corporation or which may tend to impair his/her independence of judgment or action in the performance of his/her official duties.

4. No Director or employee shall have any financial or personal interest, directly or indirectly, in any contract, work or business of with the Corporation, except that a Director may provide materials, merchandise, property, services or labor under the following circumstances:
 - A. The contract does not exceed \$2,000, and the aggregate of any contracts awarded to the Director or the Director's firm, association, partnership or corporation under this subsection (A) during the same fiscal year does not exceed \$4,000; or
 - B. The contract is with a person, firm, partnership, association, or corporation in which the Director has less than a 75% share in the ownership, and the aggregate of any contracts awarded to the Director or the Director's firm, association, partnership or corporation under this subsection (B) during the same fiscal year does not exceed \$25,000; or
 - C. The contract is with a person, firm, partnership, association or corporation in which the Director has less than a 1% share in ownership; or
 - D. The Corporation is not a party to the contract, and the contract is rather with a person or entity served by the Corporation as a part of its corporate purpose.

Any contract awarded under this Section 4 must comply with the Corporation's policies concerning competitive bidding and outreach to women and minority business enterprises.

5. In the event that the Board of Directors considers taking any action, including but not limited to entering into a contract in which any Director has any financial or person interest, direct or indirect, which

¹NOTE: The exceptions in Section 4 are drawn from 65 ILCS 5/3.1-55-10.

may reasonably tend to impair the Director's independence of judgment or action in the best interests of the Corporation, ~~that the~~ Director shall:

- A. Before or during consideration of the proposed action, disclose any such interest to the Board of Directors, and
- B. Abstain from voting on the proposed action.

For purposes of this Section, personal interest shall include the financial interest of the spouse and minor children of the Director, but shall not include any interest that a Director may have in a proposed general policy of the Corporation solely by virtue of his business or profession.²

- 6. Disclosure and/or Use of Confidential Information: No Director or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the Corporation or use such information to advance the financial or other private interest of the Director, or employee or others.
- 7. Corporate Property: No Director or employee shall request, permit or engage in the unauthorized use of Corporate-owned funds, vehicles, equipment, materials or property for personal convenience or profit.

2. Procurement Policy. The Contractor agrees to adhere to the provisions set forth hereinbelow relating to the procurement of goods and services which are funded, in whole or in part, by the Village or through the Village as funding agent, or such equivalent policy of the Contractor as has been reviewed and approved by the Village in

²NOTE: The final sentence in Section 5 is intended to ensure that board members who may be landlords, realtors, bankers, etc. are not prevented from voting on general corporate policies that may have some impact, direct or indirect, on all members of that profession. ~~(i.e., size of asset bonuses, preview policies, etc.)~~

accordance with Section 5 of the Agreement, entitled "Adherence to Village Policies."

1. All Contracts For Goods and Services Require the Approval of the Board of Directors; Exceptions: No contract shall be made for goods or services when the total cost exceeds ten thousand dollars (\$10,000.00), unless such contract shall have been authorized by the Board of Directors. Whenever the total cost of such contract shall not exceed, in any one case, one thousand dollars (\$1,000.00), the Executive Director or his/her designee (hereinafter "Executive Director"), without such previous authorization, shall cause the same to be purchased upon his/her written order; and further provided that when the total cost thereof shall exceed one thousand dollars (\$1,000.00) but shall not exceed ten thousand dollars (\$10,000.00), the Executive Director may cause the same to be purchased without previous authorization in like manner, but the Executive Director shall first obtain in writing, whenever possible, at least three (3) informal quotes to furnish same, which quotes shall be attached in every case to the accounts payable vouchers authorizing payment for such goods or services and filed with the financial records of the Contractor. All contracts shall be let to the lowest responsible bidder, provided that any and all informal quotes for equipment, supplies or repair work may be rejected by the Executive Director if the character or quality of the goods or services do not conform to requirements. In determining the lowest responsible bid or quote, other factors, in addition to cost, such as experience, availability, expertise, resources, work history with the Corporation, work history with others, quality of work and ability to meet all specifications and/or requirements of the Corporation may be taken into consideration and may form the basis for an award of contract. Many of these factors will have increased significance when considering the award of contracts for professional services.
2. Contracts Which Require the Use of the Formal Bidding Process. Except as set forth in Paragraph 3 below, when the total cost of a contract for goods, materials, equipment, supplies or construction work is expected to exceed ten thousand dollars (\$10,000.00), the Executive Director or his/her agent shall issue a call for bids which shall be formally advertised. All such bids for construction work shall require a bond for the faithful performance of the work.

All contracts for which bids are required shall be let to the lowest responsible bidder within the judgment of the Board of Directors.

provided that any and all bids received in response to an advertised call for bids may be rejected by the Board of Directors if the character or quality of goods, materials, equipment, supplies or construction work does not conform to the specifications and/or requirements set forth in the call for bids.

3. **Exception to Bid Requirements for Urgent Materials or Repairs; Lack of Competition and Inability to Draft Adequate Specifications; Bid Waiver:** In cases of urgently needed materials or urgently needed repairs which are expected to exceed ten thousand dollars (\$10,000.00), the Executive Director is authorized to obtain such materials and/or services through a negotiated contract without formal advertising when it is in the best interest of the Corporation and it is impractical to convene a meeting of the Board of Directors. If it is practical to convene a meeting, the Board of Directors shall be required to waive the bidding requirement and approve such a negotiated agreement.

Such negotiated contracts may also be approved by the Board of Directors when (1) the contract is for professional services, (2) it is impractical to secure competition, or (3) it is impossible to draft adequate bid specifications. The Executive Director or his/her designee shall, however, whenever possible, obtain in writing at least three (3) informal quotes to furnish same.

Bidding in all instances may be waived by a two thirds (2/3) vote of the Board of Directors.

4. **Procedure for Advertising for Bids:** Whenever any formal bids are required, as stated above, the Executive Director or his/her authorized agent shall advertise in some newspaper published in the Village and/or in such other newspapers of general circulation as, in his/her judgment, may be desirable. A plan or profile of the work to be done, accompanied by specifications for doing the same and specifications for material, supplies or equipment to be furnished, shall be first placed on file in the office of the Executive Director or his/her authorized agent before any such advertisement shall be made, which plan, profile and specifications for goods, material, supplies, equipment or construction work shall at all times be open for public inspection. Such advertisement shall be published not less

than ten (10) days before the day fixed for opening such bid, and shall state the work to be done, or material, supplies or equipment to be furnished, and the time and place for the filing and the opening of the sealed bids.

5. **Filing of Bids; Deposit Accompanying Bids, Preservation and Opening of Bids:** In all cases, the formal bids under the preceding section shall be sealed bids and directed to the Executive Director. A bid deposit may be required, the amount of which shall be fixed by the Executive Director but which shall not exceed five percent (5%) of the estimated cost of the work or material to be furnished, not less than the sum of twenty five dollars (\$25.00). Such bid deposit shall be in the form of a cashier's check, a certified check, or at the discretion of the Executive Director, a bid bond. Checks shall be drawn upon a bank in good standing, payable to the order of the Corporation and shall be forfeited to the Corporation in the event the bidder shall neglect or refuse to enter into a contract and bond when required, with approved sureties, to execute the work or furnish the material for the price mentioned in his/her bid and according the plans and specifications in case the contract shall be awarded to him/her. Bids shall be opened at the hour and place mentioned in the notice.

6. **Contracts to be Executed in Writing:** All contracts, whether for work or materials, shall be executed in writing and in duplicate by the President of the Board of Directors or the Executive Director and shall be signed by the contractor. One original so executed shall be kept and filed in the Corporate offices and the other shall be given to the contractor. All contracts and bonds so taken shall be in the name of, and run to, the Corporation.

7. **Contractors' Bonds:** Whenever any construction work, expected to be in excess of ten thousand dollars (\$10,000.00), is let by contract to any person or entity, the Corporation shall, in all cases, take a bond from such person or entity with good and sufficient sureties, licensed in the State of Illinois to be approved by the Board of Directors, in such amount as shall not only be adequate to insure the performance of the work in the time and manner required in such contract, but also to save and indemnify and keep harmless the Corporation

against all liabilities, judgments, costs and expenses which may in any manner accrue against the Corporation in consequence of granting such contract or which may in any manner result from the carelessness or neglect of such person, or entity or its agents, employees or workers in any respect whatever.

The Contractor shall prepare a spreadsheet for each separate contract over ten thousand dollars (\$10,000.00) for goods or services awarded by it. Each spreadsheet shall name and identify all entities submitting bids or proposals on specific contracts by name and address, describe the goods provided or the work performed, set forth the cost, fee or amount proposed by each such entity in response to the call for bids or request for proposals or quotes, the name and address of the entity who was awarded the contract, and the reasons therefor.

The Contractor shall submit copies of all such spreadsheets to the Village on a quarterly basis as a part of the general quarterly reporting process required under this agreement.

3. Diversity Statement. Twenty years ago the Village of Oak Park first adopted what is now known as the Village's "Diversity Statement". Every new Village Board elected since that time has readopted this Diversity Statement incorporating amendments over time which have added to the Statement's scope and strength.

Attached hereto as Exhibit "A", and made a part hereof, is the Diversity Statement adopted by the President and Board of Trustees of the Village of Oak Park in 1997.

The Contractor, as a Partner Agency of the Village of Oak Park, agrees to adhere to the Diversity Statement, attached hereto as Exhibit "A" with regard to diversity, or

such equivalent policy of the Corporation as is reviewed and approved by the Village in accordance with Section 5 of the Agreement, entitled "Adherence to Village Policies." In carrying out its commitment to diversity, as set forth in the Diversity Statement, the Contractor agrees to use its best efforts to affirmatively recruit qualified women and minority candidates to fill vacant positions within its organization and to use its best efforts to affirmatively recruit qualified MBE and WBE businesses to participate in the Contractor's process of contracting for goods and services.

The Village shall, upon request, provide the Contractor with the names of known minority and women-owned businesses and business referral agencies.

The Contractor shall annually submit to the Village an E.E.O. Report, the format of which is attached as Exhibit "B", showing the breakdown of its employees by race, sex and job classification. In addition, the Contractor will report the race, sex and job classification for any new employees hired during the preceding year and indicate the general efforts which were made by the Contractor during the course of the previous year to recruit qualified women and minority candidates for such position(s).

The Contractor shall also provide a report to the Village, on an annual basis, which indicates the number of contracts and the dollar value of contracts for goods and services which it let during the preceding year and the number of contracts, the dollar value of contracts and the percentage of the total dollar value of contracts for goods and services which have been let to women and minority contractors.

This report shall also contain a section setting forth the general efforts made by the

Contractor/Partner Agency during the course of the previous year to affirmatively recruit women and minority businesses to participate in the contracting process.

Said E.E.O. employment and contracting reports for the entire preceding year shall be submitted as a part of the regular quarterly report submitted for the fourth quarter of the year.

4. Drug Free Work Place. The Contractor agrees to adhere to the following policy related to a drug free work place or such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with Section 5 of the agreement, entitled "Adherence to Village Policies."

~~The Contractor shall identify itself and the individual or position which fulfills the "human resources director" function for the Contractor in the following posted notice.~~
The content of said ~~the~~ notice set forth hereinbelow ~~also~~ sets forth the policy of the Village with regard to the Village as a drug free work place. The Contractor shall post the following notice or its equivalent policy in a conspicuous location on the Contractor's premises where it will be visible to all employees, or provide a copy of the following notice or its own equivalent policy to each employee. Any such notice or policy posted or provided to employees shall name the Contractor and the individual or position which fulfills the "human resources director" position, where indicated.

NOTICE OF A DRUG-FREE WORK PLACE

PURSUANT TO 24 C.R.F. 540.303

All employees should be aware pursuant to Illinois and United States law

and the personnel manual that the (Name of Contractor) is a drug-free work place. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance as defined in Illinois law at 720.I.L.C.S. 570/201 et.seq. and United States law at 21 C.F.R. 108-11 through 1308-15 is prohibited at the work place and by any employee of (Name of Contractor). Any violation will subject the employee to dismissal from employment. As a condition of employment, an employee convicted of any drug statute occurring at the work place, must notify the (Human Resources Director) within (5) days of the conviction. Failure to so notify the (Human Resources Director) is grounds for dismissal from employment.

~~Said notice shall be posted in a conspicuous location on the Contractor's premises where it will be visible to all employees of the Contractor.~~

5. Sexual Harassment Policy. The Contractor agrees to adhere to the sexual harassment policy set forth hereinbelow or to such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with Section 5 of the agreement, entitled "Adherence to Village Policies."

SEXUAL HARASSMENT POLICY

Sexual harassment is illegal and against the employment policy of the (Name of Contractor).

Any employee found by the (Name of Contractor) to have engaged in sexual harassment of another employee will be subject to appropriate disciplinary action, up to and including termination.

"Sexual harassment" means any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Examples of sexual harassment may include, but are not limited to:

- * Verbal: Sexual innuendo, suggestive comments, insults, threats, jokes about gender specific traits, or sexual propositions;
- * Non-Verbal: Making suggestive or insulting noises, gestures, leering, whistling or obscene gestures; and
- * Physical: Touching, pinching, brushing the body, coercing sexual intercourse or assault.

An employee who believes he or she had been the subject of sexual harassment shall report the alleged conduct immediately to the (Human Resources Director). The information will then be forwarded to the (CEO/Manager/Director). A confidential investigation of any complaint

will be undertaken by the (Human Resources Director).

Retaliating or discriminating against an employee for complaining about sexual harassment is prohibited. Any employee found by the Village to have retaliated or discriminated against an employee for complaining about sexual harassment will be subject to appropriate disciplinary action, up to and including termination.

The (Name of Contractor) recognizes that the issue of whether sexual harassment has occurred requires a factual determination based on all the evidence received. The (Name of Contractor) also recognizes that false accusations of sexual harassment can have serious effects on innocent men and women. We trust that all employees will continue to act in a responsible and professional manner to establish a working environment free of sexual harassment.

6. Domestic Partnership Program. The Contractor/Partner Agency agrees to adhere to the Domestic Partnership Program attached hereto as Exhibit "C" and made a part hereof as a program for the benefit of employees of the Contractor or to such equivalent Contractor policy as has been reviewed and approved by the Village in accordance with ~~Paragraph~~ Section 5 of the agreement, entitled "Adherence to Village Policies."

The Village will assist the Contractor with the implementation of the Program at the Contractor's request.

The Village agrees to save and hold harmless, protect and defend the Contractor, its employees, Board Members and other agents, from any and all costs, losses, suits for damage or other relief, damages, rights, claims, demands or actions resulting from or in any way arising out of the actions or operations of the Contractor or its agents in approving or carrying out or fulfilling the terms of the Domestic Partnership Program required herein and to pay all costs, including attorneys' fees, of any involvement in any litigation or administrative proceedings or other legal actions based thereon. The obligations of the Village, set forth hereinabove, shall survive any termination of the agreement between the Contractor and the Village.

7. Compliance with Americans with Disabilities Act (ADA). The Contractor hereby certifies that it is in compliance with the Americans with Disabilities Act (ADA) and has submitted to the Village a checklist or comparable self-evaluation together with a brief plan for maintaining compliance with ADA.

8. Compliance with HUD Guidelines. In the event that the Contractor is a recipient of Community Development Block Grant (C.D.B.G.) money under the terms of this agreement, the Contractor hereby confirms its adherence to and compliance with all Department of Housing and Urban Development rules, regulations, and guidelines adopted in relation to the administration of such C.D.B.G. funds.

###



Diversity Statement

The people of Oak Park choose this community, not just as a place to live, but as a way of life. Oak Park has committed itself to equality not only because it is legal, but because it is right; not only because equality is ethical, but because it is desirable for us and our children. Ours is a dynamic community that encourages the contributions of all citizens, regardless of race, color, ethnicity, ancestry, national origin, religion, age, sex, sexual orientation, gender identity or expression, marital and/or familial status, mental and/or physical impairment and/or disability, military status, economic class, political affiliation, or any of the other distinguishing characteristics that all too often divide people in society.

Oak Park's proud tradition of citizen involvement and accessible local government challenge us to show others how such a community can embrace change while still respecting and preserving the best of the past. Creating a mutually respectful, multicultural environment does not happen on its own; it must be intentional. Our goal is for people of widely differing backgrounds to do more than live next to one another. Through interaction, we believe we can reconcile the apparent paradox of appreciating and even celebrating our differences while at the same time developing consensus on a shared vision for the future. Oak Park recognizes that a free, open, and inclusive community is achieved through full and broad participation of all its citizenry. We believe the best decisions are made when everyone is represented in decision-making and power is shared collectively.

Oak Park is uniquely equipped to accomplish these objectives, because we affirm all people as members of the human family. We reject the notion of race as a barrier dividing us and we reject prejudicial behavior towards any group of people.

We believe residence in this Village should be open to anyone interested in sharing our benefits and responsibilities.

To achieve our goals, the Village of Oak Park must continue to support the Board's fair housing philosophy that has allowed us to live side-by-side and actively seek to foster unity in our community. We believe that mutual understanding among individuals of diverse backgrounds can best be attained with an attitude of reciprocal good will and increased association.

The Village of Oak Park commits itself to a future ensuring equal access, full participation in all of the Village's institutions and programs, and equality of opportunity in all Village operating policies. The success of this endeavor prepares us to live and work in the twenty-first century.

It is our intention that such principles will be a basis for policy and decision making in Oak Park. The President and Board of Trustees of the Village of Oak Park reaffirm their dedication and commitment to these precepts.

**DOMESTIC PARTNERSHIPS
FOR EMPLOYEES OF THE VILLAGE OF OAK PARK**

A. DEFINITIONS. When used in the Ordinance, the following terms have the following meanings:

AFFIDAVIT OF DOMESTIC PARTNERSHIP: A form provided by the Director of Human Resources, in which two people agree to be jointly responsible for the necessities of life incurred during the domestic partnership and state under oath that all qualifications for domestic partnership as set forth in this Article are met when the Affidavit is signed.

The form shall set forth all the requirements for a domestic partnership as defined herein. The form shall indicate that the fraudulent misrepresentation of information set forth therein by the Village employee executing same shall be considered cause for the termination of the employee's employment with the Village. The affidavit shall further state that the persons executing such affidavit may be held civilly liable for the misstatement of any information set forth therein and that such affidavit may further be construed by a court of law as creating enforceable, legal obligations between the persons executing the affidavit.

DEPENDENT: One who lives with a domestic partner and is a biological, adopted or step child of a domestic partner, a dependent of a domestic partner as defined by Internal Revenue Service regulations, or a ward of a domestic partner as determined under the laws of guardianship or agency.

DOMESTIC PARTNER: Each adult in a domestic partnership.

DOMESTIC PARTNERSHIP: Two unrelated adults of the same sex, one of whom is an employee of the Village of Oak Park who is otherwise eligible for employee benefits, who have chosen to share one another's lives in an intimate and committed relationship of mutual caring, who also:

1. share the same primary, regular and permanent residence and have lived together for the previous six (6) months;
2. agree to be jointly obligated and responsible for the necessities of life for each other;
3. are not married to anyone;
4. are each eighteen (18) years of age or older;

5. are competent to enter into a contract;
6. are and have been each other's sole domestic partner for at least six (6) months prior to execution of the Affidavit of Domestic Partnership required under this Article;
7. agree to file a Termination of Domestic Partnership within 30 days if any of the above facts change;
8. have filed the required notice of Termination of any prior domestic partnership acknowledged under the provision of this Article in the manner required herein and no less than six (6) months prior to the execution of the current Affidavit of Domestic Partnership; and
9. execute an Affidavit of Domestic Partnership, indicating compliance of the persons executing such affidavit with all the requirements for a domestic partnership set forth in this Article.

LIVE TOGETHER: Two people claiming domestic partnership status share the same primary, regular and permanent residence. It is not necessary that both domestic partners have the legal right to possess the residence. Domestic partners do not cease to live together if one leaves the shared residence for a period not to exceed one (1) year, but intends to return.

NECESSITIES OF LIFE: Basic food, shelter, clothing, medical care and the costs associated therewith. The domestic partners need not contribute equally or jointly to the cost of these expenses as long as they agree that both are responsible and obligated for the cost.

TERMINATION OF DOMESTIC PARTNERSHIP: Any change in the domestic partnership which causes the partnership not to satisfy any one of the requirements for a domestic partnership, set forth herein.

B. AFFIDAVIT OF DOMESTIC PARTNERSHIP, EXECUTION AND ACCOMPANYING DOCUMENTATION. An Affidavit of Domestic Partnership must be signed, under oath, by both parties seeking recognition by the Village as a domestic partnership. The Director of Human Resources shall, within thirty (30) days of the effective date of this ordinance, make such forms available.

The signatures of both persons must be witnessed and notarized. The affidavits will also be required to indicate that they have thoroughly read the affidavit and that they understand the content thereof at the time of execution. The Director of Human Resources, or the Director's designee, shall receive executed affidavits of domestic partnership and may require reasonable documentation verifying the truth and accuracy of any statements contained in the

affidavit, including verification of the primary, regular and permanent residence address of the persons seeking recognition as a domestic partnership.

Once the affidavit has been properly executed by both individuals seeking recognition as a domestic partnership by the Village and presented to the Director of Human Resources, or the Director's designee, along with all supporting documentation requested by the Director, or the Director's designee, and the Director is satisfied that the individuals seeking recognition as a domestic partnership have satisfied the requirements for same, the Director, or the Director's designee, shall provide those individuals with a letter under the Director's signature, recognizing the domestic partnership, identifying the parties to same and identifying the benefits to which the domestic partners are then entitled. The letter shall further indicate that the domestic partners must comply with the provisions of Section Four herein and notify the Director, or the Director's designee, of the termination of the domestic partnership within thirty (30) days of the termination and the possible consequences for the failure to do so.

C. EMPLOYMENT BENEFITS. The Village of Oak Park shall provide the same family sick leave, funeral leave benefits and H.M.O. health and dental benefits available to any Village employee, and the spouse and dependents of any Village employee, to any Village employee and any other person with whom the employee has formed a domestic partnership and the dependents of such domestic partnership as defined herein. The Village shall, however, not extend health insurance benefits to a domestic partner, or the domestic partner's dependents, if the domestic partner who is not a Village employee is otherwise eligible for health insurance benefits through his or her employer.

D. TERMINATION OF DOMESTIC PARTNERSHIP: NOTICE REQUIRED. Any employee of the Village who is receiving employment benefits as a member of a domestic partnership and whose domestic partnership terminates as defined herein, shall notify the Director of Human Resources of the termination of the employee's domestic partnership within thirty (30) days of such termination.

E. FRAUDULENT MISREPRESENTATION: REIMBURSEMENT TO VILLAGE AND CAUSE FOR TERMINATION. Any employee who fraudulently misrepresents information in the Affidavit of Domestic Partnership executed by such employee, or fails to inform the Village of the termination of his or her domestic partnership, shall reimburse the Village for any expenditures made by the Village in reliance on such misrepresentations or for expenditures made due to the employee's failure to notify the Village of the termination of a domestic partnership. Such fraudulent misrepresentations shall also constitute cause for the termination of the employee's employment with the Village.

SECTION THREE: If any provisions or sections of this ordinance or any application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions, sections or applications of this ordinance which can be given effect without the

ward provisions, sections or applications, and are to this end declared to be severable.

SECTION FOUR: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION FIVE: THIS ORDINANCE shall be in full force and effect from and after its adoption and publication in accordance with law.

EXHIBIT

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Exhibit 30

Page 4 of 4 pages

DPDC

F

ATTACHMENTS

The Village requested of the Partners the following information. If provided, it is attached.

2011 PERFORMANCE MEASURES

COPY OF THE 2012 BUDGET FOR THEIR
ORGANIZATION

OTHER INFORMATION SUPPLIED BY
THE PARTNER

Lesner, Craig

From: Sara Faust [s.faust@opdc.net]
Sent: Friday, September 09, 2011 1:15 PM
To: Lesner, Craig; Barwin, Thomas
Cc: Karen Komala
Subject: OPDC
Follow Up Flag: Follow up
Flag Status: Red
Attachments: vop_funding_schedule by program reim.12.xls; VOP submitted budget dated 9-9-11.xls
Tom/Craig,

As requested in our 2011 contract, attached is the proposed funding schedule and draft budget for 2012 for the Oak Park Development Corporation.

The General Fund support remains relatively neutral with a 1.1% increase requested.

We have been addressing deficiencies in our physical and technical infrastructure this year which have been long neglected and will provide a solid platform for capacity building. As we approach the OPDC strategic planning this Fall, I can only estimate the emphases that may be the outcomes. Your involvement in the process will be valued. But based on recent surveys and work this year we anticipate shifting more resources in 2012 towards marketing and services to strengthen economic development efforts.

We are very excited about the new year, potential new partnerships and continuing and expanding collaborative efforts.

Should you have questions, please do not hesitate to ask.

Thanks.

Sara

--
Sara J.R. Faust
President
Oak Park Development Corporation
104 N. Oak Park Ave, Ste 203
Oak Park, IL 60301
708-383-3838
www.oakparkdevelopmentcorporation.com
S.Faust@opdc.net

10/28/2011

**Amended VOP Budget
Reflecting No Grant Funds
from Greater Downtown TIF**

**OPDC
Admin Budget
2012**

REVENUE

General Fund Admin Support	\$	313,000
Investors		52,500
Loan Fees		5,000
Other Revenue		8,625
TOTAL REVENUE	\$	379,125

EXPENSES

Auto/Parking	\$	7,000
Business Expenses		3,500
Depreciation		5,000
Dues & Subscriptions		2,500
Employee Insurance		5,000
Insurance		5,000
Marketing/Advertising		20,000
Miscellaneous		
Office Supplies		5,000
Payroll Expenses/retirement		7,100
Payroll Expenses/costs		23,500
Payroll Expenses/Salaries		236,500
Postage		1,525
Professional Fees/Audit		7,000
Professional Fees/Consulting		10,000
Programs		6,000
Rent		15,500
Service Contracts		9,500
Telephone		5,000
Workshops & Conferences		4,500
TOTAL EXPENSES	\$	379,125

NET REVENUE

Loan & Grant Funds

General Fund Interest Subsidy	\$	3,900
General Fund Façade Grants		31,100
Madison Street TIF		50,000
Greater DTOP TIF		-
Total Loan & Grant Funds	\$	85,000

Total General Funds \$ 348,000

excelbudget/amended VOP submitted budget dated 1-13-12

	OPDC Admin Budget 2011	OPDC Admin Budget DRAFT 2012 (8-31-11)	2011 : 2012 % Change
REVENUE			
General Fund Admin Support	\$ 292,200	\$ 313,000	7.12%
Investors	42,500	52,500 (1)	23.53%
Loan Fees	7,000	5,000	-28.57%
Other Revenue	5,000	8,625	72.50%
TOTAL REVENUE	\$ 346,700	\$ 379,125	9.35%
EXPENSES			
Auto/Parking	\$ 6,890	\$ 7,000	1.60%
Business Expenses	3,000	3,000	0.00%
Depreciation	2,000	3,000	50.00%
Dues & Subscriptions	2,200	2,500	13.64%
Employee Insurance	13,000	12,925	-0.58%
Insurance	4,500	5,000	11.11%
Marketing/Advertising	14,000	19,500 (2)	39.29%
Miscellaneous	-	-	
Office Supplies	5,000	7,500	50.00%
Payroll Expenses/retirement	6,810	7,000	2.79%
Payroll Expenses/costs	21,565	23,200	7.58%
Payroll Expenses/Salaries	227,000	232,000	2.20%
Postage	2,000	2,000	0.00%
Professional Fees/Audit	6,500	6,500	0.00%
Professional Fees/Consulting	6,800	10,000 (3)	47.06%
Programs	5,000	5,000	0.00%
Rent	7,500	15,500 (4)	106.67%
Service Contracts	7,000	9,000	28.57%
Telephone	4,500	5,000	11.11%
Workshops & Conferences	1,435	3,500 (5)	143.90%
TOTAL EXPENSES	\$ 346,700	\$ 379,125	9.35%
NET REVENUE	-	-	
Loan & Grant Funds			
General Fund Interest Subsidy	\$ 16,000	\$ 5,000 (6)	-68.75%
General Fund Façade Grants	36,000	30,000	-16.67%
Madison Street TIF	50,000	50,000	0.00%
Greater DTOP TIF	50,000	50,000	0.00%
Total Loan & Grant Funds	\$ 152,000	\$ 135,000	-11.18%
Total General Funds	\$ 344,200	\$ 348,000	1.10%

Notes/ 8.31.11

- (1) Includes at least net one new investor and new memberships
- (2) Remainder completion of marketing plan and implementation in 2012
- (3) Remainder completion of of strategic planning in 2012
- (4) Reflects new rent based on 10-year lease
- (5) Anticipates tradeshow attendance and conducting workshops
- (6) Anticipates subsidized loan pay-offs

excelbudgetVOP submitted budget dated 9 9 11

Oak Park Development Corporation

2011 Third Quarter Report

Volume 3, Issue 3

As of September 30, 2011



For information, contact OPDC
104 N. Oak Park Ave., Ste. 203
Oak Park, IL 60301
telephone: 708-383-3838

Sara J.R. Faust, President
S.Faust@opdc.net

Viktor Schrader, Vice President
V.Schrader@opdc.net

Michelle Uhler, Grants Administrator
M.Uhler@opdc.net

Karen Komala, Office Manager
K.komala@opdc.net

Two Social Media Interns Join OPDC

To help power-up OPDC's social media marketing, we have engaged the assistance of two Dominican University interns.

Ben Brown, an Oak Park resident and MBA candidate in the Brennan School of Business, will be providing advice on how to establish and implement a sustainable social media program.

Mo Ossman, a senior in international business, will help implement social media programs, as well as other marketing initiatives such as video testimonials.

Both Mo and Ben bring a healthy passion for social media and the technical skills to implement an exciting, sustainable online marketing program.

Strategic Planning Begins in Q3

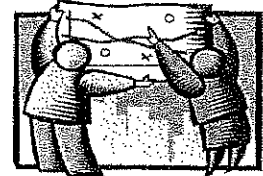
In its continuing strides to build capacity, OPDC is undertaking an extra project over the next few months as it conducts a significant strategic planning effort.

Using donated funds from the Community Foundation, OPDC has engaged Diane Lupke & Associates to complete a Board assessment, organizational comparison with standard industry benchmarks and a strategic plan.

Diane Lupke & Assoc., was selected in September from among three planning facilitators interviewed. A deciding factor was the company's principals experience in the field of economic development and familiarity with best practices in the profession. The firm was recommended by the International Economic Development Council.

Work has begun with the review of existing economic development studies, published area plans, OPDC practices and reports. Moving forward, Lupke & Assoc. will be conducting interviews of OPDC Board members, key stake holders and staff.

An OPDC Board retreat will be held in November that will include a review of a SWOT (Strength, Weakness, Opportunity and Threat) analysis and agreement on key priority issues for both board



OPDC Board will set its economic game plan for the end of its fourth decade.

and development action. The plan is intended to be a guiding document for the next 3-5 years for the corporation and the community in OPDC's role as the primary catalyst for economic development. Its outcomes will be integrated in OPDC marketing strategies.

Work will continue in January 2012, as OPDC will review the draft plan and set corresponding benchmarks.

The OPDC Board anticipates adopting the plan in February of 2012. Elements of the work will be included in the presentation at the OPDC Annual Meeting in late February.

The Survey Says....

Quantitative measurements in economic development, recruitment and retention can be hard to identify. The graduate marketing research class from Dominican University looked to the local business market for its awareness and perception of OPDC. The research was conducted, compiled and presented during this quarter.

An informal focus group consisting of residents and two business owners known by the students showed that although OPDC was not known to any (a little disheartening to us) the outcomes of its efforts were known by most. Participants could identify new businesses by type or neighborhood without prompting.

Another research method used was a local business survey. Eighty-nine responses were tabulated. Eighty-five percent reported being familiar with the corporation and its services. Nearly half of the respondents had used OPDC in the past. And eighty-four percent of those confirmed that they would use OPDC again or recommend its services to others.

With the positive reinforcement, some constructive criticism was raised. A number of those surveyed commented they would like OPDC to provide more support for existing businesses, particularly technical resources and education. Results also showed while businesses know of our ability to provide funding and advice, they don't look to OPDC for market research information - a service we can provide.

OPDC staff is thankful to those who provided this input. We look forward to using it in our planning, programming and marketing.

A Catalyst for Business Support

In today's economy new businesses just aren't coming along as frequently and existing establishments are more averse to relocation. In response to this, OPDC is exploring ways to support our existing businesses and cultivate new ones owned by Oak Park area residents. This is a strategy supported by a recent OPDC survey that shows one-half of business respondents are locally owned.

Again based on results from both surveys (see survey article) completed during the third quarter,

we know that business management know-how is one of the largest barriers owners face.

To enhance OPDC services in business support, we look for opportunities for low- or no-cost collaboration. To that end we met with SCORE Chicago, (a regionally focused organization) and are working to bring them into the OPDC offices. Experienced retired executives will offer onsite and ongoing technical assistance to business owners.

Additionally, OPDC is looking to expand its reach

through its website and social media. To provide access to more business support, we recently began recommending seminars and workshops available regionally or online by other organizations such as The Illinois Chamber of Commerce and area universities. We recognize that we may not have all the answers but we hope to make them easier to find.

For more about OPDC recommended events check our website, www.opdc.net, or Oak Park Development Corporation on Facebook.



Due to some leasehold improvements, we are temporarily housed down the hall in the mezzanine at USBank. Thank you for your patience during limited phone and data service. We'll be home soon.

Facade grant report- A message on canvas

In what we are calling our "Year of the Awning" OPDC has approved numerous grants for new



awnings in 2011. In addition to providing shade for a storefront and the possible energy efficiency impact



thereof, an awning can serve as an affordable way for a business owner to advertise

the business, call attention to their location, and provide an appealing welcome. And the cost of many simple



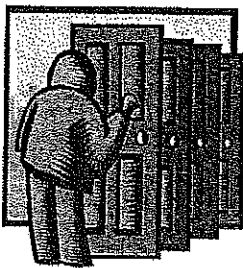
storefront awnings can provide businesses with 50% grant support. In a typical year, at least half of our grant requests are for awnings. The businesses pictured are some examples. At the end of September, CPRPP also committed \$25,000 from the Madison TIF to a facade improvement project.

This mixed-use Madison property with long-time vacancies in the ground floor commercial spaces will include replacement glass storefronts and doors, a new stone knee wall, and terra cotta restoration.



As of September 30, two 2011 grants have been completed and paid. Five additional projects with grants totaling \$32,000 are approved with work being done. Grants are still available in 2011. Applications can be found at www.opdc.net.

Now showing...Opportunities in Oak Park



As part of its recruitment strategy, OPDC continues to take the Oak Park story on the road to trade and association shows. Two major business recruiting events were recently held in Chicago.

A new venture for us, OPDC participated in a new Chicago based event called *Techweek*.

With Chicago's emergence as a leader in high-tech innovation, we were able to learn about the specific requirement of this industry and talk with CEOs of start-up companies about opportunities in Oak Park. Our preparation included conversations with existing Oak Park tech companies to assess their needs for growth and get their

recommendations for good companion businesses for our community.

Also in August, OPDC attended the International Council of Shopping Centers (ICSC), Retail Connect event to talk with brokers representing national retailers about Oak Park opportunities.

SCOPE OF SERVICES	MEASUREMENTS	ACTIVITY		
		Year to date	January 1 to September 30, 2011	
Loan Program Administration	Commercial & Micro Commercial & Micro Commercial & Micro Commercial & Micro Commercial Micro Commercial & Micro	# of clients counseled # of applications distributed # applications received # loans approved contingent liability for VOP contingent liability for VOP # of loans in the contingent liability	48 18 0 0 \$320,189 \$58,946 10	
Commercial Rehabilitation & Property Preservation Program - FacadeGrant Program	# of clients counseled # applications distributed # applications received # projects paid out Grants paid from 2010 contract funds Grants paid from 2011 contract funds amount of investment leveraged	57 9 applications were received & 6 approved in the first nine months 3 projects have been paid, one invoice is at VCP and four others are in process \$1,795 \$1,975 \$138,390		
Maintain property listings	update & maintain Location One website	As of September 30 there were 267 available listings in www.locationone.com 254 listings are buildings & 13 are sites There are about 1055 listings in the inactive portion of the database about 95% of the active listings were updated during 2011		
Reduce vacancies, provide counseling for site location, leasing assistance, tech assistance, counseling for property owners	total sq footage lease/sold assistance, technical assistance & counseling for property owners Provide analysis & input on development projects Provide testimony and/or comments	16,041 square feet 1000 Lake Street 100-104 S. Oak Park Ave. 1000 Lake Street 715 Lake Street 119 N. Marion 826 North Boulevard 164 clients were served in the first 9 months of 2011 52 clients served with site assistance by phone or in the office Listings are also available through OPDC & the Village website with links to locationone.com PROJECTS WORKED ON DURING THE FIRST NINE MONTHS INCLUDE: Meetings with DTOP property owner to brainstorm building use Worked with local tech firm to expand Oak Park - site & financial consulting Work with client to open an after-school program - site & financial consulting Meetings with new owner of building at OP Avenue & South Blvd - possible tenants Meetings with Volvo dealership owner regarding possible expansion Walk through of Foley Rice properties Ongoing meetings to monitor both OP sites for HeadStart - facilitated site with Hephzibah Assoc. Met with SOHO developer about concerns Met with new owners of 44 Madison regarding marketing of building Meeting with Roosevelt Rd. property owner regarding loan to rehab fire damaged building Assisted a local business owner find a building to purchase, rehab & begin to find tenants Met with new owner of demolished gas station on Madison Street to find tenants & design new building Meeting with OP resident to open regional restaurant franchise Attended regional technology expo to recruit start-ups Efforts to relocate retail/art business closed due to building facade failure Efforts to find site for music school, performance & recording studio Ongoing meetings to find space for an OP "green" business for expansion Efforts to coordinate local entities & find a location for exhibition space Meetings with local museum to discuss relocation to DTOP Met with jewelry store owner for possible 2nd location in OP Met with clothing store owner to look at sites in DTOP for 3rd location Presented retail recruitment strategies at Council of Mayors Meetings with 1144 building owners regarding search for tenants Planning & sponsorship of Greentown conference Show Foley Rice sites to two clients Meetings with possible brokers of DTOP properties Met with new owners of 44 Madison regarding possible development projects Meetings regarding Clark St., Morningside & Sartus development projects Discussions on Madison Street streetscape Meetings with new owner of Madison & Wisconsin building - tenants & renovation Support for Forest Park bank to build a location on South Boulevard - Plan Commission Meetings on Employer Assisted Housing program possibilities Met with zoning & planning to assist Madison/Kerllworth property owner for building size & use		

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

IC(1)

Item Title: Resolution Authorizing the Execution of A Cooperative Agreement Between the Village of Oak Park and Envision Sustainability Tools, Inc. in an amount not to exceed \$60,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant

Resolution No. _____

Date of Board Action: *June 4, 2012*

Staff Review: *Tammie Grossman, Housing Programs Manager*

Department Director Name: _____

T. Grossman

Village Manager's Office: _____

[Signature]

Item History (Previous Board Review, Related Action, History):

On November 21, 2011, the US Department of Housing and Urban Development (HUD) awarded the Village of Oak Park, on behalf of the West Cook County Housing Collaborative (Collaborative) a \$2,916,272 Community Challenge Planning Grant. The Village of Oak Park is the administering entity for the Collaborative. The Challenge Grant allow the communities of Oak Park, Bellwood, Forest Park and Maywood to update their comprehensive plans and will provide funds to IFF (formerly known as the Illinois Facilities Fund), as the Collaborative Coordinator, to set up a revolving loan fund to create an acquisition and predevelopment fund to support affordable housing activities near transit.

As part of the HUD application process, the Collaborative included the Envision Sustainability Tools, Inc. as a grant partner to develop a digital engagement tool to survey community members on the priorities for the sub-region. Each community is required to address sub-regional priorities and a plan for coordination among the Collaborative communities in their individual Comprehensive Plan. The communities began the planning process in the sub-regional housing priorities section that was part of the Homes for a Changing Region report. If they so desire each member community can also use the tool to develop individual community priorities for their Comprehensive Plan. The Village of Oak Park will not be using the tool for this purpose since our proposed consultant has agreed to provide a similar service in their scope of work.

By the attached Agreement, Envision's performance of these tasks is governed by the same HUD Cooperative Agreement that the Board previously authorized the Village Manager to execute on February 6, 2012. Pursuant to the terms of the Cooperative Agreement, HUD will only release funds on a cost reimbursement basis for work previously approved by HUD. The attached agreement provides that the Village is not responsible for payment of costs incurred by Envision unless and until HUD has approved Envision's invoice and released the funds to

the Village. Envision s governed by the same terms as the Village of Oak Park. The agreement has been reviewed and approved by HUD and Envision.

Staff will be presenting additional sub-recipient agreements for the comprehensive plans for the Villages of Oak Park, Forest Park, Maywood and Bellwood and other Challenge Grant Partners.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The Housing Programs Manager will oversee the administration of the Grant. Funds will be disbursed to third parties upon HUD approval and after sub-recipient contracts are signed.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

The West Cook County Housing Collaborative was formed in 2008 to encourage better coordination between the member communities related to housing policy and opportunities. Since its formation and including this HUD Grant, the Collaborative has received over \$11 million dollars in private, state, county and federal investment into the five municipalities. Additionally, the Collaborative allows for coordinated housing policy to ensure the strength of the region.

Item Budget Commentary: (Account #; Balance; Cost of contract)

There is no impact on the General Fund other than staff time to administer the program. The Grant provides \$200,000 to the Village of Oak Park to hire a consultant to update the Village's Comprehensive Plan.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

If the Resolution is not approved, the Collaborative will lose the HUD funding.

Proposed Recommended Action: Approve the Resolution

RESOLUTION

Authorizing the Execution of A Cooperative Agreement Between the Village of Oak Park and Envision Sustainability Tools, Inc. in an amount not to exceed \$60,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Interim Village Manager is authorized to execute a Cooperative Agreement between the Village of Oak Park and Envision Sustainability Tools, Inc. in an amount not to exceed \$60,000 as a sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant, which Cooperative Agreement shall substantially conform to the one attached hereto as Exhibit A.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 4th day of June 2012.

Attest:

David G. Pope
Village President

Teresa Powell
Village Clerk

**COOPERATIVE AGREEMENT
BY AND BETWEEN THE VILLAGE OF OAK PARK
AND ENVISION SUSTAINABILITY TOOLS INC. FOR SOFTWARE AND
RELATED SUPPORT SERVICES UNDER THE U.S. DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT SUSTAINABLE COMMUNITIES
CHALLENGE GRANT**

Whereas, the Villages of Oak Park, Maywood, Forest Park, Bellwood and the City of Berwyn (“Participating Municipalities”) have formed an intergovernmental collaborative known as the West Cook County Housing Collaborative for purposes of planning and implementing sub-regional housing initiatives; and

Whereas, the Village of Oak Park, on behalf of the West Cook County Housing Collaborative (the Collaborative), applied for and received a Sustainable Communities Challenge Grant from the U.S Department of Housing and Urban Development (HUD) in the amount of \$2,916,272; and

Whereas, the Grant was awarded by a Cooperative Agreement between the Village of Oak Park and U.S Department of Housing and Urban Development on a HUD-1044 Form, which, together with all its attachments, is attached hereto as Exhibit A and incorporated into this Agreement. That document and all its attachments shall be referred to herein as (“the Grant”); and

Whereas, Envision Sustainability Tools Inc. (“Envision”) was included in the grant application submitted to HUD to provide the software tools and other services as described more particularly herein; and

Whereas, Envision created and sells MetroQuest, a public engagement surveying software capable of assembling and delivering data which will assist the Collaborative and the individual Member Communities in prioritizing sub-regional planning priorities.

Now Therefore, the Village of Oak Park, 123 Madison, Oak Park, Illinois 60302 and **Envision** enter into this Cooperative Agreement (“Cooperative Agreement”) on the 21st day of May 2012, for the provision of services under the Grant.

1. Contract Documents

This Cooperative Agreement is governed by the terms set forth herein and by the Grant. If the terms of this Agreement conflict with the terms of the Grant, any such conflict shall be resolved in favor of the terms of the Grant.

2. Scope of Services/ Responsibilities to the Program

Envision will provide the MetroQuest software to the Participating Municipalities to effectuate the Scope of Work attached as Exhibit B. The deliverables and responsibilities of both parties shall be controlled by the terms of the Grant. Envision shall provide the MetroQuest Software As A Service (“SAAS”)

subscription to the Participating Municipalities according to the terms and conditions in the MetroQuest Service Level Agreement, attached as Exhibit C and incorporated herein.

3. Term

ENVISION shall begin providing the services immediately. The services will terminate on **January 31, 2015 in accordance with the expiration of the term of the Grant**. Adherence to the dates of service in the Grant is a material term of this Cooperative Agreement. The term of this Cooperative Agreement can be extended in writing and upon mutual consent of both parties. The Village will not compensate Envision for services provided after the January 31, 2015 expiration of the Grant.

4. Invoices and Payment

Envision shall submit quarterly invoices to the Village. Envision will provide an initial invoice to the Village on July 1st, 2012 detailing the setup tasks and subscription charges associated with the Community 1 Basic Configuration, as described in Exhibit B. Following this initial invoice, Envision will invoice the Village quarterly (October 1, 2012, January 1, 2013, April 1, 2013 and so on). Each subsequent invoice will include charges for setup and subscription charges for any Basic Configurations that are activated during the previous 3 months, including any optional components requested by a Participating Municipality. The invoices will document the setup tasks and subscription details associated with each of the Community 2-5 Basic Configurations that are activated, as described in Exhibit B. Envision must include the hours worked per task only for those services that are invoiced on time and materials basis, on its quarterly invoices and otherwise comply with all HUD billing and payment requirements including the use of HUD forms if required by HUD.

The Village will review Envision's quarterly invoices and submit them to HUD for approval and payment. Upon Village and HUD approval of the expenditures, HUD will provide the Village with sufficient funds to cover the invoices and the Village of Oak Park will remit those funds to Envision within thirty (30) days. Should HUD deny the expenditures set forth in the quarterly invoice, the Village of Oak Park is under no obligation to pay Envision. The Village of Oak Park will not use Village General Funds for purposes of paying Envision. All services shall be paid for by HUD grant funds, subject to HUD requirements. The total amount for all Envision services under this Cooperative Agreement shall not exceed \$60,000 as listed on the HUD 424-CBW, Total Budget Summary referenced on the face of the HUD-1044 and incorporated into Exhibit A.

5. Level and Type of Commitment

a. As part of the HUD Grant, Envision's work includes all work detailed in the Scope of Work set forth in Exhibit B.

- b. In addition, Envision understands that the Village of Oak Park is required to obtain HUD approval regarding any changes concerning the Scope of Work set forth in Exhibit B. Envision will notify the Village of Oak Park if there is a change to the intended scope of work so that the Village of Oak Park may seek HUD's approval.
6. This Cooperative Agreement is subject to OMB Circular A-87, A-133 and A-102, which is incorporated at 24 CFR Part 85 and the Notice of Funding Availability (Federal Register/Vol. 75. 121/page 36246, Dock No. FR-5415-N-12).
 7. Envision is required to obtain a DUNS number (or update its existing DUNS record) and register with the Central Contractor Registration (CCR; www.ccr.gov) no later than 120 days after executive of this Cooperative Agreement.
 8. This Cooperative Agreement, together with the attachments referenced herein, contains the entire agreement between the parties concerning the subject matter hereof, and supersedes and replaces any previous oral and/or written communication, representation, understandings, or agreements.
 9. No portion of this Cooperative Agreement may be assigned by Envision without prior written permission of the Village of Oak Park. The Village of Oak Park may assign all or part of the Cooperative Agreement without permission of Envision; however, the Village of Oak Park will notify Envision prior to any assignment.
 10. If any provision of this Cooperative Agreement is unenforceable or invalid for any reason whatsoever, such provision will be severed from the remainder of this Cooperative Agreement and the validity of the remainder will continue in full force and effect and be construed as if this Cooperative Agreement had been executed without the invalid or unenforceable provision.
 11. At any time, this Cooperative Agreement may be terminated by either party by giving at least thirty (30) days written notice prior to the effective date of such termination, provided, however, that Envision shall provide each Participating Municipality with all data gathered prior to the date of termination.
 12. Unless expressly stated otherwise, the warranties, representations, indemnities, covenants, and agreements contained herein which are capable of surviving the termination of this Cooperative Agreement shall survive the termination of this Cooperative Agreement and shall be separate and distinct covenants and agreements enforceable after the termination hereof in accordance with their terms. Any reference herein to the termination of this Cooperative Agreement shall not include the termination of such covenants and agreements unless expressly stated herein or specifically agreed to by the parties in writing.
 13. Any notice, acceptance or other documents required or permitted hereunder to be given, will be considered well and sufficiently given by hand delivery or by

prepaid first class mail, certified return receipt requested, addressed and sent to the parties as follows:

- A. If to Village of Oak Park
Tammie Grossman
Housing Programs Manager
Village of Oak Park
123 Madison
Oak Park, IL 60302

- B. If to Envision:
Mike Walsh
President Envision Sustainability Tools, Inc
203 – 1 Alexander Street
Vancouver, BC V6A 1B2 Canada

or such other address as either party may from time to time appoint by notice in writing to the other party in accordance with this paragraph. Any notice delivered by hand and addressed as above will be deemed to have been delivered on the day of delivery, and any notice mailed by first class prepaid mail and addressed as above will be deemed to have been received four (4) business days after posting; but if at the time of posting or between the time of posting and the fourth (4th) business day thereafter there is a lockout or labor disturbance affecting postal service, then such notice will not be effectively given until actually received.

14. In this Cooperative Agreement, words importing the singular number only shall include the plural and vice-versa, words importing gender shall include all genders, and words importing persons shall include individuals, corporations, partnerships, associations, and other legal or business entities.

15. Envision shall be deemed to be and shall be an independent contractor and as such Envision shall not be entitled to any benefits applicable to employees of the Village of Oak Park. Neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty or representation as to any matter. Neither party shall be bound by the acts or conduct of the other.

16. Envision will not use the name of the Village of Oak Park, or any entity related to the Village of Oak Park, in any publicity, advertising or news release without the prior written approval of the Village of Oak Park.

17. This Cooperative Agreement shall be governed by and construed according to the laws of the State of Illinois and the United States of America without regard to laws regarding venue or jurisdiction. Envision consents to the jurisdiction of the Circuit Court of Cook County, Illinois and the United States

District Court for the Northern District of Illinois for any disputes arising out of this agreement.

18. This Cooperative Agreement shall be binding upon the parties hereto and their respective heirs, successors, executors, and personal representatives.

IN WITNESS WHEREOF the parties hereto have executed this Cooperative Agreement as of the day and year first above written.

**ENVISION SUSTAINABILITY
TOOLS, INC.**

VILLAGE OF OAK PARK

By: _____

By: _____

Cara Pavlicek
Interim Village Manager

Printed Name

Title

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012
[Signature]
LAW DEPARTMENT

Exhibit A

February 1, 2012 Cooperative Agreement between Village of Oak Park and HUD including all attachments.

Assistance Award/Amendment

**U.S. Department of Housing and
Urban Development
Office of Administration**

1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number CCPIL0052-11	4. Amendment Number 1	5. Effective Date of this Action	6. Control Number
7. Name and Address of Recipient The Village of Oak Park, IL 123 Madison Street Oak Park, IL: Illinois 60302-4272 Phone: 708-358-5411 Fax: 708-358-5114		8. HUD Administering Office HUD, Office of Sustainable Housing and Communities 451 Seventh Street, S.W., Room 10180 Washington, DC 20410	
10. Recipient Project Manager Tammie Grossman, Housing Programs Manager		8a. Name of Administrator J. Malcom Smith	8b. Telephone Number 202-402-6472
11. Assistance Arrangement <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input type="checkbox"/> Fixed Price		9. HUD Government Technical Representative Stephen A. Cerny, Stephen.A.Cerny@hud.gov	
12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse		13. HUD Payment Office CFO Accounting Center Administrative Accounting Division, 6AFF, P.O. Box 901013, Fort Worth, TX 76101	
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount	\$0.00	15a. Appropriation Number 861/30162	15b. Reservation number CCPIL0052-11
HUD Amount this action	\$2,916,272.00	Amount Previously Obligated	\$0.00
Total HUD Amount	\$2,916,272.00	Obligation by this action	\$2,916,272.00
Recipient Amount	\$5,752,825.00	Total Obligation	\$2,916,272.00
Total Instrument Amount	\$8,669,097.00		

16. Description

Employer Identification Number: 36-6006027

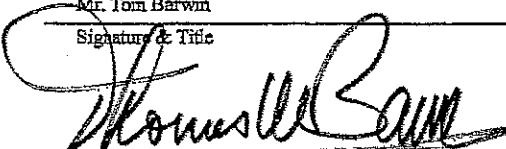

Program Code: CCP

This instrument (the HUD-1044, HUD-1044 Continuation Sheet) sets forth a legally binding agreement between the parties as to all amounts, deliverables, tasks, period of performance, terms and conditions, here within, whether implicitly stated or referenced. The Recipient certifies that all administrative and financial provisions of this instrument are in and will continue to be in compliance for the duration of the period of performance. All covenants, referenced or stated, are agreed to by the recipient upon signing this instrument.

This grant instrument consists of the following, some of which are incorporated by reference:

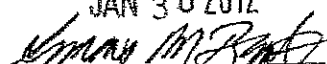
1. HUD-1044 and HUD-1044 Continuation Sheet(s)
2. Grant Agreement Terms and Conditions
3. HUD 424-CBW, Total Budget Summary
4. Grant Deliverables (See HUD 1044 Continuation Sheet)
5. Work Plan/Logic Model (Tasks within Work Plan are considered deliverables)
6. OMB Circulars A-87, A-133 and A-102, which is incorporated in 24 CFR Part 85
7. Office of Sustainable Housing and Communities (OSHC) Program Policy Guidance.
8. Notice of Funding Availability (FR-5500-N-33)

Period of Performance is 36 months from February 1, 2012 to January 31, 2015.

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office		18. <input type="checkbox"/> Recipient is not required to sign this document.	
19. Recipient (By Name) Mr. Tom Barwin		20. HUD (By Name) J. Malcom Smith	
Signature & Title 	Date (mm/dd/yyyy) 1-30-2012	Signature & Title 	Date (mm/dd/yyyy) 02/08/2012

REVIEWED AND APPROVED
AS TO FORM

form HUD-1044 (8/90)
ref. Handbook 2210.17

JAN 30 2012

LAW DEPARTMENT

HUD CONTINUATION SHEET

Instrument No: CCPIL0052-11

1. BUDGET

	HUD Amount	Match /Leverage Amount	Total
Direct Labor	\$0.00	\$55,518.00	\$55,518.00
Fringe Benefits	\$0.00	\$19,985.00	\$19,985.00
Travel	\$7,389.00	\$0.00	\$7,389.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$0.00	\$0.00
Consultants	\$0.00	\$0.00	\$0.00
Contracts	\$2,908,883.00	\$5,677,322.00	\$8,586,205.00
Construction	\$0.00	\$0.00	\$0.00
Other Direct Cost	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00
Total	\$2,916,272.00	\$5,752,825.00	\$8,669,097.00

If the grantee's match/leverage contribution is less than \$5,752,825.00 the Government reserves the right to negotiate new line items and/or amounts to satisfy the grantee's requirement or to reduce the Government's share proportionally. The grantee shall notify HUD at any time it believes it will not meet its match requirement. In addition, the grantee shall obtain HUD approval regarding any changes concerning the intended use of matching funds. If the grantee exceeds the dollar amount shown above, there will be no impact on the Federal share.

2. AMOUNT OF COST SHARE

The estimated cost for the performance of this grant is \$8,669,097.00. HUD shall not be obligated to reimburse the Village of Oak Park in excess of \$2,916,272.00. The Grantee agrees to bear without reimbursement from HUD \$5,752,825.00 of the total costs. However, in the event that the Grantee incurs cost in excess of the total estimated project cost of \$8,669,097.00; all such excess costs shall be borne entirely by the Grantee.

3. KEY PERSONNEL

The personnel specified below are considered to be essential to the work being performed hereunder:

Name	Title	% of time on the grant
Tammie Grossman	Housing Programs Manager	10%
Craig Lesner	Chief Finance Officer	1%
Rob Cole	Assistant Village Manager	1%

4. SUBSTANTIAL INVOLVEMENT

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:

Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to semi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

HUD CONTINUATION SHEET

Instrument No: CCPIL0052-11

Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

5. INDIRECT COSTS/PROVISIONAL RATE

N/A

6. AUDIT INFORMATION

The Village of Oak Park submitted an audit report conducted by the SIKICH, LLP for the year ending December 31, 2009. The audit report attests to Village of Oak Park practice of generally accepted accounting principles and compliance with laws and regulations relating to government auditing standards. The internal control structure has been reviewed in accordance with OMB Circular A-133 and found to be in compliance with requirements that are applicable to certain of its major federal programs.

7. REPORTS AND DELIVERABLES

List of Deliverables:

1. Final Workplan and Logic Model: 60 calendar days
2. Updated comprehensive plan that incorporates the Collaborative's transit-oriented and affordable housing development analyses for the following communities: Oak Park, Forest Park, Bellwood and Maywood
3. Create an acquisition and predevelopment fund to support affordable housing.

Reports:

4. Bi-Annual Reporting.
5. Additional Reporting Requirements: Additional reporting requirements as outlined in the NOFA (FR-5500-N-33), FY11 HUD General Section (FR-5500-N-01) and 2 CFR 85.40.

8. SPECIAL CONDITIONS

N/A

COOPERATIVE AGREEMENT PROVISIONS

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A. GENERAL

1. Overview of Award Implementation

This cooperative agreement/grant (also referred to as *Agreement*) is between the Grantee (*Recipient*) identified in Block 7 of the form HUD-1044, and the U.S. Department of Housing and Urban Development. The award agreement consists of the form HUD-1044, any special conditions, and these Cooperative Agreement Terms and Conditions.

In signing this *Agreement*, the Grantee agrees to comply with all the requirements and conditions contained herein.

The provisions of the Notice of Funding Availability (NOFA) are hereby incorporated into this *Agreement*.

The Grantee's rights under this *Agreement* may not be assigned without the prior written approval of HUD.

The Grantee shall complete and submit a revised management and work plan, deliverables outcomes and budget within 60 calendar days after the effective date of the grant. These revisions shall update the general/basic plan submitted with the proposal and include any changes to the proposed work plan, budget, performance measures and deliverables, negotiated between HUD and the grantee. These revisions should be developed according to the instructions provided by the HUD Government Technical Representative identified on the form HUD-1044. Should you not address these specific issues, your grant may be terminated on the basis of failure to conclude negotiations or to provide HUD with requested information, in accordance with the General Section of the NOFA for which you applied.

2. Purpose

The purpose of this *Agreement* is as stated in the "Purpose of the Program" section of the NOFA.

3. Definitions

- a. "Cooperative Agreement" means an agreement in which the Federal Government provides funding authorized by public statute where the government plays a substantial role in assisting the funding recipient.
- b. "Equipment" means a tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.
- c. "DUNS" means Dun and Bradstreet Data Universal Numbering System.

- d. "Grant Officer (GO)" means the HUD individual who is responsible for processing and executing grant award, change in key personnel, change of scope, budget transfers, change of period of performance, and other administrative changes that would require a modification to the agreement. This term also refers to designated HUD Officials authorized to execute and/or administer this grant.
- e. "Government Technical Representative (GTR)" means the HUD individual who is responsible for the technical administration of the grant, the evaluation of performance under the grant, the acceptance of technical reports or projects, and other such specific responsibilities as may be stipulated in the grant.
- f. "Government Technical Monitor (GTM)" means the individual responsible for assisting a Government Technical Representative (GTR) in the latter's performance of his/her duties. The GTM is also the responsible individual that will comply with the Office of Sustainable Housing and Communities devolution of authority under our Continuity of Operations Plan (COOP). Should the National Capital Region become non-operational due to emergency conditions, the approval of vouchers and the authority to pay vouchers will transfer to the GTM until such time as the designation is lifted. The Government Technical Representative (GTR) will continue to be the point of contact for day-to-day management issues and responsibilities described above. In a state of emergency, HUD reserves the right to designate a GTR for COOP purposes.
- g. "Grantee" as used herein refers to the recipient of this cooperative agreement.
- h. "NOFA" means the Notice of Funding Availability, which announced the availability of funding for this grant.
- i. "NOPI" means Notice of Public Interest
- j. "OSHC" means the HUD Office of Sustainable Housing and Communities, or its successor Office, if any.
- k. "Publication" includes:
 - (1) Any document containing information for public consumption; or
 - (2) The act of, or any act which may result in, disclosing information to the public.
- l. "Recipient" Any entity other than an individual that received grant funds in the form of a grant, cooperative agreement or loan directly from the Federal government.

m. "Subaward" means:

(1) A legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that:

(a) The recipient awards to an eligible sub-recipient; or

(b) The sub-recipient at one tier awards to a sub-recipient at the next lower tier.

(2) The term does not include the recipient's procurement of property and services needed to carry out the project or program (see, generally, § .210 of the attachment to OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations").

(3) A subaward may be provided through any legal agreement, including an agreement that the recipient or a sub-recipient considers a contract.

n. "Sub-recipient" means a non-Federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary to such a program. The sub-recipient may also be a recipient of other Federal awards directly from the Federal awarding agency. Guidance on distinguishing between a sub-recipient and a vendor is provided in § .210 of OMB Circular A-133 (2 CFR Part 180).

o. "Total Instrument Amount" is the amount under line item 14 of the HUD Form-1044 (Total Instrument Amount). This is the sum of the federal award and grantee match.

p. "Work Plan" refers to the Grantee's plan for addressing a specific service delivery need, and consists of designated work activities including tasks and subtasks as required by the program office; a timeline for completing the work; performance measures; outputs and outcomes identified to achieve the performance measures/goals; budget; and resources designated to complete the work.

B. PROGRAM REQUIREMENTS

1. Allowable Costs

a. This is a cost reimbursement award; the Grantee shall be reimbursed for certain costs, as described below, incurred in the performance of work in an amount not to exceed the obligated amount shown in block 15 on the Assistance Award Form (form HUD-1044). In the event the Grantee incurs costs in excess of the prescribed amount, the excess shall be borne entirely by the Grantee.

- b. HUD shall reimburse the Grantee for costs incurred in the performance of this award which are determined by the GTR and the Grant Officer to be allowable, allocable, and reasonable in accordance with applicable Federal cost principles as follows:

Cost Principles for State, Local, and Indian Tribal Governments	OMB Circular A-87	Relocated to 2 CFR, Part 225; http://www.whitehouse.gov/omb/circulars/a087/a87_2004.html
Cost Principles for Non-profit Organizations	OMB Circular A-122	Relocated to 2 CFR, Part 230; http://www.whitehouse.gov/omb/fedreg/2005/083105_a122.pdf
Cost Principles for Educational Institutions	OMB Circular A-21	Relocated to 2 CFR, Part 220; http://www.whitehouse.gov/omb/fedreg/2005/083105_a21.pdf
Audits of States, Local Governments, and Non-Profit Organizations	OMB Circular A-133	Relocated to 2 CFR Part 180; http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf
Cost Principles for Commercial/For-profits	Federal Acquisition Regulations at 48 CFR Part 31.2	http://www.access.gpo.gov/cgi-bin/cfrassemble.cgi?title=200948

- c. Direct Costs are the allocable portion of allowable costs incurred directly for the purposes of the grant. Detailed explanations of direct costs are provided in applicable OMB Circulars (A-21 (2 CFR Part 220), Cost Principles for Educational Institutions, A-87 (2 CFR Part 225), Cost Principles for State, Local, and Indian Tribal Governments, or A-122 (2 CFR Part 230), Cost Principles for Nonprofit Organizations, as applicable) that can be accessed at the White House website, www.whitehouse.gov/omb/circulars_default

2. Administrative Requirements

The grantee must adhere to all respective uniform administrative rules for Federal grants and cooperative agreements and subawards as follows:

Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations	24 CFR Part 84	http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_36446.doc
Administrative Requirements for Grants	24 CFR Part 85	www.hud.gov/offices/lead/librar

and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments		y/lead/24_CFRPART_85.pdf
Grants and Cooperative Agreements with State and Local Governments	OMB Circular A-102	http://www.whitehouse.gov/omb/circulars_a102
Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations	OMB Circular A-110 (Relocated to 2 CFR Part 215)	http://www.whitehouse.gov/omb/fedreg/2005/083105_a110.pdf
Audits of States, Local Governments, and Non-Profit Organizations; and	OMB Circular A-133 (Relocated to 2 CFR Part 180),	http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf

3. Advance Payment By Treasury Check Or Electronic Funds Transfer

Advance payments by Treasury check or electronic funds transfer are hereby authorized under this grant. A Grantee that is subject to existing State program accreditation requirements may request an advance payment in writing, if applicable. HUD may provide to the Grantee a one-time cash advance that shall not exceed 10 percent of the grant amount, and shall be limited to the minimum amount needed for the actual, immediate cash requirements of the Grantee in carrying out the start up activities of this agreement and as agreed to by the Grant Officer. Neither these HUD funds nor non-HUD funds may be used for conducting interventions, remediation, rehabilitation, renovation or other activities that would physically alter any structure or property in any way. Refer to 24 CFR 58.34(a) for a list of exempt activities.

4. Amendments

This grant may be modified at any time by written amendment. Amendments, which reflect the rights and obligations of either party, shall be executed by both HUD (the Grant Officer) and the Grantee. Administrative amendments, such as changes in appropriation data, may be issued unilaterally by the Grant Officer.

5. Amount of Cost Share (Estimated Cost And Payment – Leveraging) (See Block 14 of form HUD-1044)

The estimated cost for the performance of this grant is the “Total Instrument Amount”.

The Grantee shall be reimbursed by HUD for costs incurred in the performance of this grant. HUD shall not be obligated to reimburse the Grantee in excess of the “Total HUD Amount”. HUD reserves the right to withhold five-percent (5%) of the Federal grant amount pending the receipt and approval of a final progress report. See clause entitled “Final Report” for

more information. The proposed contribution to supplement HUD funds is the "Recipient Amount." The Grantee agrees to bear without reimbursement by HUD the "Recipient Amount" of the total costs. The Grantee is not obligated to contribute more than the "Recipient Amount". However, the Grantee shall be solely responsible for any costs in excess of the estimated cost of the "Total Instrument Amount".

The Grantee must satisfy all leveraging requirements in the NOFA. If the Grantee's actual leveraging contribution is less than "Recipient Amount" under Block 14 of the HUD 1044, the Government reserves the right to negotiate new line items and/or amounts to satisfy the Grantee's leveraged funds requirement, or to reduce the Government's share proportionally. The Grantee shall notify the Government at any time it believes it will not meet its leveraged funds requirement by the completion of the grant. If the Grantee exceeds the leveraged amount, there will be no impact on the Federal share. HUD reserves the right to withhold payments if leveraged funds are not spent.

Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line Of Credit Control System (LOCCS)."

HUD reserves the right to withhold payment if leveraged resources are not spent.

6. Budget

The Grantee shall incur costs in conformance with the original or negotiated budget, presented with the proposal for this grant. The Grantee shall not commingle any funds computed under this grant with any other existing or future operating accounts held by the Grantee.

If the Grantee has been contacted to submit documents to support the application that were not received prior to the execution of this grant, the Grantee will not be allowed to draw down funds in excess of 10% of the federal amount, until such time that the requirements have been met. HUD reserves the right to terminate an award if the required documents are not provided within 1 month from the date the written request was made.

Standard Form 425, Federal Financial Report (24 CFR Part 84.52 and/or 85.52), detailing leveraged funds or in-kind contributions shall be submitted on a bi-annual basis. As part of the closeout process a final narrative and a final Standard Form 425 detailing the progress made in achieving the purpose of the grant and adequate documentation of the total federal funds expended in support of the activities to achieve this purpose are due to the GTR 90 days after the end of the period of performance (See clause entitled "Closeout").

The Federal Financial Report (Standard Form 425) shall be submitted on a bi-annual basis and is due 30 days after the reporting period.

7. Central Contractor Registration (CCR)

Recipients and their first-tier sub-recipients must maintain current registrations in the Central Contractor Registration (www.ccr.gov) at all times during which they have active federal awards.

8. Certifications and Assurances

The certifications and assurances submitted in the Grantee's application are hereby incorporated into this agreement. They include:

- a. Standard Form 424 or HUD 424, Application for Federal Assistance
- b. Certification and Disclosure Form Regarding Lobbying (SF-LLL)
- c. Applicant/Recipient Disclosure Update Report (HUD-2880)
- d. Certification Regarding Parties Excluded From Procurements
- e. Certification Prohibiting Excessive Force Against Non-Violent Civil Rights Demonstrators
- f. Certification/Disclosure Regarding federal Debt
- g. Certification Regarding a Drug-Free Workplace
- h. Codes of Conduct and Conflict of Interest

A grantee must notify the GTR of any changes in the status or information on the above items.

9. Changes

In accordance with 24 CFR 85.30 or 84.25, as applicable, Grantees or sub-grantees must obtain the prior approval of the awarding agency whenever any programmatic changes are anticipated, including but not limited to the following:

- a) Any revision of the scope or objectives of the project (regardless of whether there is an associated budget revision requiring prior approval).
- b) Budget revisions that are 10% or more of the total HUD amount among direct cost categories, or, if applicable, among separately budgeted programs, projects, functions, or activities which exceed or are expected to exceed 10% of the current total approved budget, whenever the awarding agency's share exceeds \$100,000.
- c) Changes in key persons in cases where specified in an application or a grant award. In research projects, a change in the project director or principal investigator shall always require approval unless waived by the awarding agency.
- d) Under non-construction projects, contracting out, subgranting (if authorized by law) or otherwise obtaining the services of a third party to perform activities, which are central to the purposes of the award.

10. Closeout

The Grantee shall provide the Grant Officer with closeout documentation 90 days after to the end of the performance period, consisting of the following five elements:

- Narrative Final Report summarizing activities conducted under the award, including significant outcomes resulting from the activities and problems encountered during the performance period;
- Federal Financial Report (SF-425) of the total Federal Funds expended;
- Completed Inventions, Patents, and Copyright Statement; and
- Completed Closeout Certification.

HUD will notify the Grantee in writing when the grant is closed. The Grantee has three areas of continuing responsibility after closeout of the grant:

- Records and materials must be kept in a safe place and be accessible to auditors and other government officials for three years after the grantee and all subgrantees/subcontractors make final payments and all other pending matters are closed. (If the grant is covered by 24 CFR Part 84, see related record retention requirements in 24 CFR 84.85(c)(2).) This requirement also extends to all subcontracts the Grantee has executed.
- Accountability for property continues as long as the Grantee holds the property, or for the period of time established by the agreement. Disposal of property must be in accordance with the rules established in the Property Management Standards referred to in the award. Program income, including royalties, must be used to support eligible activities.
- Notification to the Grant Officer if, at any time during the three-year period after project completion, the Grantee organization is discontinued or changes location. The Grant Officer should be notified immediately of the new address or the address of the party retaining all records.

11. Collection Of Data

Collection of data from ten or more respondents and sponsored by HUD shall be subject to the Paperwork Reduction Act (44 U.S.C. 3501— 3520). If a survey instrument for a collection of data sponsored by HUD is proposed, it will be subject to review and approval by the Office of Management and Budget (OMB). Such review and approval must be obtained prior to the use of the survey instrument. Also, a time element is involved here, which may considerably lengthen the time required for completion of the project proposed. Careful consideration should be given to any proposal, which requires the use of a survey or other information collection sponsored by HUD. The collection of data is deemed to be sponsored by HUD only under the following conditions (5 CFR 1320.3):

- a) The Grantee is conducting the collection of information at the specific request of HUD; or

- b) The terms and conditions of the grant require specific approval by HUD of the collection of information or collection procedures. Note that if the Grantee decides on its own to collect information and it does not need HUD approval to do so, then HUD is not the "sponsor" of the information collection.

12. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) (Transparency Act)

Applicants receiving an award from HUD should be aware of the requirements of the Transparency Act. The Transparency Act requires the establishment of a central website that makes information available to the public regarding entities receiving federal financial assistance, by not later than January 1, 2008. In fulfillment of the requirements of the Act, OMB launched <http://www.USAspending.gov> in December 2007. The website makes information available to the public on the direct awards made by the federal government. The Transparency Act also requires, beginning not later than January 2009, that data on subawards be made available on the same website.

In anticipation of the implementation of this requirement, HUD is placing awardees of its FY2010 competitive funding on notice of these requirements and that, once implemented, grantees will be required to report their subaward data to HUD or a central federal database. The only exceptions to this requirement under the Transparency Act are:

- 1) Federal transactions below \$25,000;
- 2) Credit card transactions prior to October 1, 2008;
- 3) Awards to entities that demonstrate to the Director of OMB that the gross income of such entity from all sources did not exceed \$300,000 in the previous tax year of such entity; and
- 4) Awards to individuals. Guidance for receiving an exception under item (3) above has not been finalized by OMB.

HUD is responsible for placing award information for direct grantees on the government website. The reporting of subaward data is the responsibility of the grantee. Grantees should be aware that the law requires the information provided on the federal website to include the following elements related to all subaward transactions, except as noted above:

- 1) The name of the entity receiving the award;
- 2) The amount of the award;
- 3) Information on the award, including the transaction type, funding agency, the North American Industry Classification System (NAICS) code or Catalog of Federal Domestic Assistance (CFDA) number (where applicable), program source, and an award title descriptive of the purpose of each funding action;
- 4) The location of the entity receiving the award and primary location of performance under the award, including the city, state, congressional district, and country;

- 5) A unique identifier of the entity receiving the award and of the parent entity of the recipient (the DUNS number), should the entity be owned by another entity; and
- 6) Any other relevant information specified by OMB.

13. Conduct of Work

During the effective period of this grant, the GTR and/or the GTM identified in Block 9 of the HUD-1044 shall be responsible for monitoring the technical effort of the Grantee, unless the Grantee is notified in writing by the Grant Officer of a replacement.

Only the Grant Officer has the authority to authorize deviations from this grant, including deviations from the Work Plan. In the event the Grantee does deviate without written approval of the Grant Officer, such deviation shall be at the risk of, and any costs related thereto shall be borne by, the Grantee.

14. Confidentiality

The service provider (e.g., the Grantee and any subgrantees, subcontractors or vendors) must maintain confidential files on individual program beneficiaries served. Recipient staff must keep paper files in a locked filing cabinet and protect all electronic files related to individual beneficiaries with a personal password.

The service providers shall maintain primary access to individual beneficiary files. Other project management staff may have access to these files only if they contain a "release of information" consent form signed by the individual beneficiary. A release of information form must clearly indicate which parties may have access to an individual beneficiary's file. Such parties might include the management staff and HUD staff. Recipient staff must only share individual beneficiary files with those parties listed on the signed form. If an individual beneficiary has not signed the consent form the parties listed may not read that individual beneficiary's file.

These categories serve as guidelines to recipient staff and management staff. The recipient must determine if the individual beneficiary's confidential information will significantly affect the safety and security of that individual or the recipient organization itself.

15. Contact Information Updates

The Grantee shall inform the Grant Officer and GTR of any changes in contact information, including the organization's name, address, telephone, e-mail, and key personnel.

16. Copyrights

HUD reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for Federal government purposes: (a) the copyright in any work developed under this award, sub-award, or contract awarded under this

grant; and (b) any rights of copyright to which a Grantee or sub-grantee or a contractor purchases ownership with award funds.

17. Default and Disputes

The Grantee is in default if one or more of the following occurs:

1. Any use of award agreement funds for a purpose other than as authorized by this Agreement;
2. Any material noncompliance with Federal, State, or local laws or regulations as determined by HUD;
3. Any other material breach of this award agreement, or
4. Any misrepresentation in the application submissions which, if known to HUD, would have resulted in this award not being provided.
5. Failure to meet any reporting requirement.

If HUD determines preliminarily that the recipient is in default as described in items 1-5, above, HUD will give the recipient notice of this determination and the corrective or remedial action proposed by HUD. The recipient shall have an opportunity to demonstrate, within the time prescribed by HUD (not to exceed 30 days from the date of the notice), and on the basis of facts and data, that it is not in default, or that the proposed corrective or remedial action is inappropriate, before HUD implements the corrective or remedial action.

Where HUD determines that corrective or remedial actions by the recipient have not been undertaken as instructed, or will not be effective to correct the default and to prevent further default, HUD may take the following additional corrective and remedial actions under this award agreement:

1. Reduce the award in the amount affected by the default.
2. Take action against the recipient under 24 CFR Part 24 and Executive Order 12549 with respect to future HUD or Federal grant awards.
3. Demand repayment of all award amounts.
4. Initiate litigation or other legal proceedings designed to require compliance with the statute, regulations, any terms or conditions of this award agreement, or other pertinent authorities.
5. Temporarily withhold cash payments pending correction of the deficiency by the grantee or subgrantee.
6. Withhold further payments.
7. Take any other remedial action legally available.

During performance of the grant, disagreements may arise between the Grantee and the Grant Officer on various issues. If a dispute concerning a question of fact arises, the Grant Officer shall prepare a final decision, taking into account all facts and documentation presented. The decision shall be mailed to the Grantee. The Grantee may appeal the decision in writing within thirty (30) days to the Deputy Secretary of HUD, or his or her designated representative,

the Director, Office of Sustainable Housing and Communities.

Failure to comply with the requirements established in the award and these provisions, including failure to submit reports on time and in accordance with the requirements contained in these provisions, may result in HUD taking action to limit access to program funds. Actions by HUD may include, but are not limited to: requiring that reports and financial statements be submitted to the Grant Officer/GTR for approval before drawing down any funds; removing the Grantee from the eLOCCS; suspending the ability to incur costs or draw funds; and/or suspending or terminating the Grant for non-performance.

HUD may, on reasonable notice to the Grantee, temporarily suspend the award and withhold further payments pending corrective action by the Grantee. The award may be terminated in whole or in part before the end of the performance period for cause when the Grantee has failed to comply with the terms, conditions, standards, or provisions of this award. The award may be terminated for convenience when both parties agree that the continuation of the award would not produce beneficial results.

18. Deliverable Products

During the performance period, the recipient is required to submit to the GTR Official Work Products. These include but are not limited to progress reports; financial reports, closeout documentation; products specified in the Work Plans, such as reports for HUD and the public on activities conducted and results achieved, etc. Failure to submit required documents on time may cause the Grant Officer to take action to suspend or terminate the award.

19. Equipment

When acquiring equipment, the Grantee shall comply with the requirements set forth in 24 CFR 84.34 or 24 CFR 85.32, whichever is applicable, OMB Circular A-87 (2 CFR Part 225), and OMB Circular A-122 (2 CFR Part 230).

20. Estimated Cost and Payment - Line Of Credit Control System (LOCCS/eLOCCS)

The Grantee shall be reimbursed for costs incurred in the performance of work under this grant in an amount not-to-exceed "**Total HUD Amount**" in Block 14 of the HUD 1044. In the event the Grantee incurs cost in excess of this amount, the excess shall be borne entirely by the Grantee.

Incurred costs shall be reimbursed through HUD's Line of Credit Control System (LOCCS) using the eLOCCS web based system. Each day LOCCS generates a payment tape for the Department of the Treasury, which disburses the payments via the Automated Clearinghouse (ACH) Payment System and a Voucher and Schedule of Payments. All payments are certified by HUD and forwarded to Treasury for processing.

Before receiving funds from the eLOCCS, the Grantee must designate a financial institution for HUD to make direct deposit payments through the ACH system. In the event the Grantee, during the performance of this grant, elects to designate a different financial institution for the receipt of any payments, notification of such change and the related information must be received by the Grant Officer 30 days prior to the date such change is to become effective.

To have access to LOCCS and the eLOCCS, the Grantee shall obtain a Security ID and Password from HUD's LOCCS Security Officer, using the form HUD-27054, LOCCS Voice Response /eLOCCS Access Authorization Form.

The Grantee shall submit the original vouchers for work performed to the GTR identified in Block 9 of the form HUD-1044. The voucher shall be supported by a detailed breakdown of the cost(s) claimed (Grantees are to use the Part 3 Financial Reporting Attachment included in Policy Guidance 2001-03). In order to assure proper payment, it is important that the voucher is in accordance with the payment amount requested through the eLOCCS. Payment requires the Grantee to go to eLOCCS and provide the Security ID number and requested information. Detailed instructions for using the LOCCS/eLOCCS were provided in HUD's Transmittal Letter for your award.

Funds advanced to the Grantee shall be maintained in an interest bearing account. Any interest earned by the Grantee as a result of the advanced funds shall be promptly returned to HUD.

All check remittances should be sent to the new Miscellaneous Lockbox as follows:

Bank of America
DHUD P.O. Box 277303
Atlanta, GA 30384-7303

If the Grantee is a State, local government or Indian Tribe, the Grantee may retain up to \$100.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 85.21).

If the Grantee is a University, non-profit or for profit organization, the Grantee may retain up to \$250.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 84.22).

State universities and hospitals shall comply with the Cash Management Improvement Act (CMLA), as it pertains to interest.

Other funds due to HUD after the end date of the grant or close-out, as a result of internal audit or other reasons, will be returned to the GTR identified in Block 9 of the form HUD-1044 of this grant.

Should the Grantee demonstrate an unwillingness or inability to establish procedures that will minimize the time elapsing between advances and disbursements, or fail to provide any

required progress report in a timely manner, the authorization for advance payments may be revoked. The Grantee may then be required to finance the project with its own working capital and payment to the Grantee may be made by Treasury check to reimburse it for actual cash disbursements that are approved by the GTR.

21. Environmental Review

This Environmental Review section applies to grantees that will conduct site control or land acquisition (Category 2- Detailed Execution Plans and Programs), as described in the NOFA.

Activities that involve site control or acquisition are subject to HUD environmental review under 24 CFR Part 50. For projects involving these activities, HUD's notification of award constituted only a preliminary approval by HUD subject to the completion of an environmental review of the proposed site(s). Selection for participation and the execution of this Agreement do not constitute approval of the proposed site(s). Each proposal involving site control or acquisition is subject to a HUD environmental review, and the Grantee's proposal may be modified or the proposed sites rejected as a result of that review.

The Grantee shall not acquire, rehabilitate, demolish, convert, lease, repair, or construct property, nor commit or expend HUD or local funds for these program activities with respect to any eligible property, until HUD approval of the property is received. An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the option agreement is subject to a determination by HUD on the desirability of the property for the project as a result of the completion of the HUD environmental review and the cost of the option is a nominal portion of the purchase price.

The Grantee shall assist HUD in complying with 24 CFR Part 50; shall supply HUD with all available, relevant information necessary for HUD to perform an environmental review for each property, as requested by HUD; and, shall carry out mitigating measures required by HUD or select alternate eligible property if required by HUD..

22. Fair Housing and Civil Rights Laws

- a) The Grantee represents, warrants, and certifies to HUD that it shall comply with all applicable Federal statutes, regulations, and requirements relating to non-discrimination and equal opportunity identified in HUD's regulations at 24 CFR § 5.105(a), and assure such compliance of any of its sub-grantees under this Agreement, including the following:
 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d-2000d-4) and implementing regulations at 24 CFR part 1, Nondiscrimination in Federally Assisted Programs of the Department of Housing and Urban Development - Effectuation of Title VI of the Civil Rights Act of 1964;

2. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681:1683, 1685:1688) and implementing regulations at 24 CFR part 3, Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance;
 3. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) and implementing regulations at 24 CFR part 8, Nondiscrimination Based on Handicap in Federally Assisted Programs and Activities of the Department of Housing and Urban Development;
 4. Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 *et seq.*) and implementing regulations at 28 CFR part 35;
 5. The Fair Housing Act (42 U.S.C. §§ 3601-19) and implementing regulations at 24 CFR Part 100, Discriminatory Conduct Under the Fair Housing Act;
 6. Executive Order 11063, as amended by Executive Order 12259, and implementing regulations at 24 CFR part 107, Nondiscrimination and Equal Opportunity in Housing Under Executive Order 11063; and
 7. The Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-6107) and implementing regulations at 24 CFR part 146, Nondiscrimination on the Basis of Age in HUD Programs or Activities Receiving Federal Financial Assistance.
- b) The Grantee represents, warrants, and certifies to HUD that it shall administer its grant in a manner that affirmatively furthers fair housing and that, at a minimum, it shall carry out all actions to affirmatively further fair housing as proposed in its application for financial assistance under the Sustainable Communities Initiative Grant Programs.
- c) The Grantee represents, warrants, and certifies to HUD that it shall ensure that employment, contracting, and other economic opportunities generated by the Sustainable Communities Initiative Grant Programs shall, to the greatest extent feasible, be directed to low- and very low-income persons pursuant to Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and HUD's implementing regulations at 24 CFR part 135.
- d) Grantees are required to cooperate and assist HUD in its nondiscrimination and equal opportunity compliance activities and are required to maintain and submit racial, ethnic, disability, and other demographic data pursuant to HUD's nondiscrimination and equal opportunity regulations including those at 24 CFR §§ 1.6, 8.55, 107.30, and 121.2.

23. Flow Down Provisions

If the Grantee contracts or subawards funds under this agreement with a person or entity to perform work under this award, the Grantee shall include in the contract or subaward agreement such provisions as may be necessary to ensure that all contractors and subgrantees comply with the requirements of the grant and reporting provisions as set forth in these terms and conditions or as established by HUD and the Office of Management and Budget (OMB)

The Terms and Conditions of this agreement flow down to all tiers of subgrantees. First tier subgrantees are required to obtain a DUNS numbers (or update its existing DUNS record), and register with the Central Contractor Registration (CCR; www.ccr.gov) no later than 120 days after execution of this agreement.

24. HUD's Right to Audit and Disallow and Recover Funds

The government reserves the right to seek recovery of any funds that were not expended in accordance with the requirements or conditions of this agreement based upon HUD review, the final audit, or any other special audits or reviews undertaken. HUD has the right to order a special audit, even if the Grantee's auditor or a cognizant agency has already conducted one.

25. HUD's SUBSTANTIAL INVOLVEMENT

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:
Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to bi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

26. Incurrence of Costs

The Grantee is allowed to incur costs for activities beginning the effective date of the award as stated on the HUD-1044 under period of performance. Any costs incurred before the date are not allowable unless specifically authorized in writing by the Grant Officer or GTR.

At a minimum, grantees are required to drawdown funds on a quarterly basis. An e-LOCCS Request Voucher for Grant Payment (HUD form 27053) must be used to be reimbursed for award funds. Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line of Credit Control System (LOCCS)."

27. Indirect Costs

For grantees without a federally approved indirect cost rate, a provisional indirect cost rate, pending establishment of a final rate, will be applied to this grant. Reimbursement will be made on the basis of the provisional rate. By accepting this agreement, the Grantee agrees to bill at the provisional indirect cost rate until an approved indirect rate agreement becomes effective. Adjustments will be made from the provisional rate to the final rate. However, such adjustments must be within the total amount of the award as stated in Block #15 of the HUD-1044.

28. Inspection and Acceptance

Inspection, review, correction, and acceptance of all deliverables under this award shall be the responsibility of the GTR. The GTR may receive recommendations from assigned GTMs.

29. Inspector General Referrals

The Grantee or any subgrantee, subcontractor or other sub-recipient awarded funds shall promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds.

30. Limitation on Consultant Payments

Per the requirements of the NOFA, federal funds may not be used to pay or to provide reimbursement for payment of the salary of a consultant, whether retained by the federal Government or the Grantee, at a rate more than the equivalent of General Schedule 15, Step 10 base pay rate. See the Office of Personnel Management Website, www.opm.gov, and its Salaries and Wages link for the current base rate, which may be lower than the local rate.

31. Limitation on Payments to Influence Certain Federal Transactions

Section 1352 of Title 31 of the U.S. Code provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

32. Lobbying Activities Prohibition

The Grantee is subject to the provisions of section 319 of the Department of Interior and Related Agencies Appropriation Act for Fiscal Year 1991, 31 U.S.C. 1352 (the Byrd Amendment), implemented in HUD regulations at 24 CFR Part 87 and to the provisions of the Lobbying Disclosure Act of 1995, P.L. 104-65 (December 19, 1995).

33. Management and Work Plan

The management and work plan, deliverables and budget revisions shall comply with the requirements established by the NOFA. The Grantee shall complete and submit a detailed management and work plan within 60 days after the effective date of the grant; this plan is subject to review and approval by HUD. The revisions to the general plan submitted in the proposal shall include any negotiated changes of the work plan or budget if applicable. The plan shall be developed according to the instructions that will be provided by the GTR.

The management and work plan consist of the goals and time-phased objectives and deliverables for each of the major tasks to be undertaken by the program. A revised budget, in accordance with the final negotiation, shall be submitted (if necessary).

34. Monitoring

The responsible Departmental official, GTR, or designee may review and monitor the practices of the Grantee to determine whether it is in compliance with this Agreement or other requirements that arise as a result of the Grant Award. The GTR will also provide performance monitoring by tracking Grantee's progress in meeting the goals and objectives of the program.

35. Order of Precedence

In the event of any inconsistency among any provisions of this grant, the following order of precedence shall apply:

- a) HUD 1044 Cooperative Agreement
- b) NOFA
- c) Management and Work Plan.
- d) Uniform Administrative Requirements.
- e) Grantee's Proposal (if incorporated)

36. Patent Rights (Small Business Firms And Nonprofit Organizations)

Patent rights are as specified in 37 CFR Part 401, entitled "Rights to Inventions made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts and Cooperative Agreements." Inquiries regarding this Patent Rights clause should be in writing and directed to:

Grant Officer
Office of Sustainable Housing and Communities
U.S. Department of Housing and Urban Development
451 Seventh Street SW, Room 10180
Washington, DC 20410-3000

37. Period of Performance and Extensions and Incurring Costs or Obligating Federal Funds Beyond the Expiration Date

a) The Grantee shall provide all services stipulated in this cooperative agreement for the period of months specified in the form HUD 1044, "Assistance Award/Amendment," or its Continuation Sheet, from the effective date stipulated in Block #5 of the HUD 1044. Grantees are to comply with the requirements of 24 CFR 84.28 or 24 CFR 85.23 (Period of availability of funds), as applicable, in charging costs to the grant. All obligations incurred under the award must be liquidated within the period of performance.

b) The Grantee shall not incur costs or obligate federal funds for any purpose pertaining to the operation of the project or program, 30 days prior to the end of the period of performance. The only costs which are authorized during the last 30 days of the period of performance are those strictly associated with closeout activities. Closeout activities are normally limited to the preparation of final progress, financial, and required project audit reports unless otherwise approved in writing by the Grant Officer.

The Office of Sustainable Housing and Communities has no obligation to provide any additional prospective funding. Any amendment of the award to increase funding is at the sole discretion of that Office.

38. Personnel

The personnel, specified as key personnel in the original or amended HUD form 2010 (Rating Factor Form), Factor 1, Capacity of the Applicant and Relevant Organizational Experience, are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified individuals to other work, the Grantee shall notify the Grant Officer and GTR reasonably in advance in writing and shall submit justification (including proposed substitutions (with the qualifications and experience of the substitute personnel)) in sufficient detail to permit evaluation of the impact on the work effort. No diversion shall be made by the Grantee without the written consent of the Grant Officer.

39. Profit/Fee

No increment above cost, fee, or profit may be paid to the Grantee or any subgrantee under this award.

40. Program Income

Any program income derived as a result of this award shall be added to funds committed under the award to further activities eligible for assistance under this agreement. If not contained in the Work Plan or under Special Conditions itemized in these provisions, prior to using program income to further the objectives of the grant program, the parties shall mutually agree by written amendment on the use of program income. Program income received after the period of performance must be used to further the objectives of the applicable grant program for which this grant is awarded in accordance with 24 CFR 84.24 or 85.25, as applicable.

41. Prohibited Use of Funds

You may not use funds for the following ineligible activities:

- (a) Ineligible administrative activities under OMB Circular A-102 (24 CFR Part 85), Grants and Cooperative Agreements with States and Local Governments; OMB Circular A-110 (2 CFR Part 215) Uniform Administrative Requirements for Grants and Cooperative Agreement with Institutions of Higher Education, Hospitals and other Non-Profit Organizations;
- (b) Ineligible costs under OMB Circular A-87 (2 CFR Part 225), Cost Principles for State and Local and Indian Tribal Governments; and OMB Circular A-122 (2 CFR Part 230), Cost Principles for Non-Profit Organizations;
- (c) Developing plans that would assist business or industry to relocate to an area to the detriment of communities where the business or industry is currently located. This funding restriction does not apply to businesses that are displaced as a result of Category 2 projects. The requirements of the Uniform Relocation Assistance and Real

Property Acquisition Policies Act of 1970 (42 U.S.C. 4601) (codified at 49 CFR Part 24) cover any person who moves permanently from real property or moves personal property from real property as a result of direct acquisition, rehabilitation, or demolition for a program or project receiving HUD assistance (See the General Section).

- (d) Substitution of Sustainable Communities funds for funding already pledged to support community development; housing; watershed, air and water quality; transportation planning; food production and distribution planning; and other planning activities eligible under the sustainable communities planning program.

42. Publications and News Releases and Social Media

The results of work conducted under the award may be made available to the public through dedication, assignment by HUD, or other means, as HUD shall determine.

All interim and final reports and any other specified deliverables shall be owned by the government and held for the benefit of the public which shall include Grantee and Grantee's sub-recipients.

Interim and final reports (including, if applicable, scientific manuscripts) may not be published by the Grantee or any sub-recipients participating in the work for a period of sixty days after acceptance of the deliverables by the GTR.

All deliverables, or any part thereof, and any independent products and special products arising from this award, when published by the Grantee or other participants in the work shall contain the following acknowledgment and disclaimer:

The work that provided the basis for this publication was supported by funding under an award with the U.S. Department of Housing and Urban Development. The substance and findings of the work are dedicated to the public. The author and publisher are solely responsible for the accuracy of the statements and interpretations contained in this publication. Such interpretations do not necessarily reflect the views of the Government."

Copies of all press releases, formal announcements, and other planned, written issuances containing news or information concerning work products or activities of this award that may be made by the Grantee or its staff, or any sub-grantee or other person or organization participating in the work of the award, shall, be provided to the GTR for review and comment before the planned release. Whenever possible, these should be provided to the GTR for review and comment at least two weeks before the planned release, but in no event simultaneously with the release.

The use of Social Media, such as web feeds, wikis, blogs, photo and video-sharing, podcasts, and microblogs is acceptable under OSHC grant programs. Information to be released

through Social Media must be provided to the GTR for review and comment at least 2 business days before the planned release.

43. Reporting

a) Deliverables

The Grantee shall include a schedule listing all significant project milestones, and dates for submission of all project deliverables including biannual project reports, interim reports where appropriate, the final report, and financial reports utilizing Standard Form 425, the Federal Financial Report. Upon approval of the Work Plan, the Grantee should ensure all deliverables identified in the Work Plan are delivered on time.

b) Bi-Annual Progress Reports

A template to be used in the preparation of each biannual report will be provided by HUD after grant award. Bi-annual reports must reflect activities undertaken, obstacles encountered and solutions achieved, and accomplishments. Contracts, training materials and protocols, rosters of persons trained, outreach and educational materials prepared, and other significant products developed to implement, analyze or control the project or disseminate information are to be submitted with the biannual reports as attachments.

Grantees shall submit reports as specified in this clause. The reports submitted to HUD require the submission of a work plan with specific, time phased, and realistic goals, objectives established. Bi-annual status reports that show progress and measure performance of the program in meeting approved work plan goals, objectives are to be submitted.

Grantees are advised that failure to submit timely biannual progress reports will result in not having their "eLOCCS Request Voucher for Grant Payment" processed and also may result in a low performance rating, which could result in grant termination. Reports are due 30 days after the reporting period.

c) Required Reports

- Grantees are required to submit biannual progress reports. Reporting requirements are specified in the Notice of Funding Availability and these Terms and Conditions. In case of conflict, the more-stringent provisions apply.
- Economic Opportunities for Low- and Very Low-Income Persons (Section 3). The HUD Form 60002, Economic Opportunities for Low- and Very Low-Income Persons (Section 3) must be submitted by January 10th, and yearly thereafter.
- Federal Financial Report (Standard Form 425)

d) Final Report

A final report shall be submitted. The final report shall summarize the applicant's plans, execution of the plans, achievements noted, and lessons learned. The report need not be lengthy, but should be of a quality and detail to provide freestanding description to any outside reader of all of the applicant's work and achievement under the grant. See clause entitled "Closeout" for the specific elements to be included with your final report. Specific and detailed guidance on preparing the forms and the narratives may be obtained from the GTR.

44. Reproduction of Reports**BRANCH PROCUREMENT OF CERTAIN KINDS OF PRINTING; "PRINTING" DEFINED**

Pub. L. 102-392, title II, Sec. 207(a), Oct. 6, 1992, 106 Stat. 1719, as amended by Pub. L. 103-283, title II, Sec. 207, July 22, 1994, 108 Stat. 1440; Pub. L. 104-201, div. A, title XI, Sec. 1112(e)(1), Sept. 23, 1996, 110 Stat. 2683, provided that:

- 1) None of the funds appropriated for any fiscal year may be obligated or expended by any entity of the executive branch for the procurement of any printing related to the production of Government publications (including printed forms), unless such procurement is by or through the Government Printing Office.
- 2) Paragraph (1) does not apply to (A) individual printing orders costing not more than \$1,000, if the work is not of a continuing or repetitive nature, and, as certified by the Public Printer, if the work is included in a class of work which cannot be provided more economically through the Government Printing Office, (B) printing for the Central Intelligence Agency, the Defense Intelligence Agency, National Imagery and Mapping Agency, or the National Security Agency, or (C) printing from other sources that is specifically authorized by law.

As used in this section, the term "printing" includes the processes of composition, platemaking, presswork, duplicating, silkscreen processes, binding, microform, and the end items of such processes.

45. Review of Deliverables

- a) Definition - For the purpose of this clause, "Deliverables" include:
 - 1) All interim and final reports;
 - 2) Survey instruments required by Work Plan, if applicable;
 - 3) Other physical materials and products produced directly under the Work Plan of this grant, if applicable; and
 - 4) In-kind and leverage commitments, if applicable.
- b) General

- 1) The GTR shall have the sole responsibility for HUD review, correction, and acceptance of the deliverables of this grant. Such review(s) shall be carried out promptly by the GTR, so as not to impede the work of the Grantee.
- 2) The Grantee shall carry out the required corrections, if any, provided by the GTR and shall promptly return a revised copy of the product to the GTR.
- 3) The basis for acceptance shall be the Grantee's good faith efforts to complete the deliverables of this grant.
- 4) The GTR's review, correction, and acceptance of deliverables shall be limited to: (i) corrections of omissions or errors of fact, methodology, or analysis; ii) deletion of irrelevant materials; and (iii) improvements in style readability.
- 5) In the review and acceptance of deliverables, the GTR may not require any change in the Grantee's stated views, opinions, or conclusions.
- 6) Should there be any disagreement between the Grantee and the GTR as to any correction, or the methodology or analysis on which any conclusion is based, the GTR may require the Grantee to insert a Government dissent(s) in the appropriate place(s). The inclusion of such dissent(s) in an Official Product of Work, otherwise found acceptable by GTR, and the return to the GTR of a revised copy containing the dissent(s), shall satisfy the requirements for acceptance of the Official Product of Work under this clause. Such dissent(s) shall not apply to any independent publication by the Grantee of Independent Products that may arise from the work or findings of this grant.

46. Scope of Services

The Grantee shall furnish the necessary personnel, materials, services, equipment, facilities (except as otherwise specified herein) and otherwise do all things necessary for or incidental to the performance of the work set forth in the original/revised application under the this NOFA, as well as the subsequent Management and Work Plan schedule.

47. Section 508 Compliance

Section 508 of the Rehabilitation Act of 1973 requires all Federal electronic and information technology to be accessible by people with disabilities. All Products of Work that will be posted on HUD's website must meet HUD's Web Publication Standards and Procedures at www.hud.gov/assist/webpolicies.cfm.

48. Single Audit Transparency Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Sub-recipients.

a) Uniform Administrative Requirements for Grants and Agreements" and OMB A-102 (24 CFR Part 85) Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of funds.

b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations," recipients agree to separately identify the expenditures for Federal awards on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133 (2 CFR Part 180).

c) Recipients agree to separately identify to each sub-recipient, and document at the time of sub-award and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of funds.

d) Recipients agree to require their sub-recipients to include on their SEFA. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office.

49. Special Conditions

Special Conditions to this award are listed in the form HUD-1044 Continuation Sheets.

50. Sub-recipient Monitoring and Management

Recipients will be responsible for the monitoring and management of all sub-recipient awards. Management and reporting requirements applied to direct recipients tier-down to employees, affiliates, sub-recipients, and subcontractors, and recipients will be responsible for ensuring compliance and submitting required reports to HUD. Recipients may incorporate all sub-recipient reporting into a consolidated report with the exception of the requirements established for compliance with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282) also known as FFATA or the Transparency Act.

51. Whistleblower Protection

Each grantee or sub-grantee awarded funds made available shall promptly refer to the HUD Office of Inspector General any credible evidence that a principal, employee, agent, contractor, sub-recipient, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds. Complaints can be made to the HUD Office of Inspector General through any of the following means:

Calling toll-free at 1-800-347-3735; persons who have hearing or speech disabilities may reach this number from the Federal Relay Service, at 1-800-877-8339.

Faxing at (202) 708-4829

E-mailing to hotline@hudoig.gov

Writing to HUD OIG Hotline (GFI), 451 7th Street, SW, Washington, DC 20410

Grant Application Detailed Budget Worksheet

Detailed Description of Budget				HUD Share									
5. Supplies and Materials (Items under \$5,000 Depreciated Value)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income		
5a. Consumable Supplies													
Subtotal - Consumable Supplies			\$0										
5b. Non-Consumable Materials													
Subtotal - Non-Consumable Materials			\$0										
Total Supplies and Materials Cost			\$0										
6. Consultants (Type)	Days	Rate per Day	Estimated Cost										
7. Contracts and Sub-Grantees (List Individually)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income		
Village of Bellwood	1	\$33,690	\$33,690	\$0	\$33,690	\$0	\$0	\$0	\$0	\$0	\$0		
City of Berwyn	1	\$22,520	\$22,520	\$0	\$22,520	\$0	\$0	\$0	\$0	\$0	\$0		
Village of Forest Park	1	\$47,342	\$47,342	\$0	\$47,342	\$0	\$0	\$0	\$0	\$0	\$0		
Village of Maywood	1	\$9,619	\$9,619	\$0	\$9,619	\$0	\$0	\$0	\$0	\$0	\$0		
Metropolitan Planning Council	1	\$132,558	\$132,558	\$28,232	\$106,326	\$0	\$0	\$110,000	\$0	\$0	\$0		
Metraquest - Computer based public engagement survey tool	1	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Chicago Metropolitan Agency for Planning - TOD analysis	1	\$11,000	\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Comprehensive Plan Consultants (Oak Park)	3	\$200,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Comprehensive Plan Consultants (Forest Park, Maywood, Bellwood)	1	\$100,000	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
UIC Voorhees Center - Evaluation	1	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
UIC Voorhees Center - Evaluation	1	\$7,530,118	\$7,530,118	\$2,272,651	\$5,257,467	\$0	\$0	\$10,290	\$0	\$0	\$0		
Metropolitan Mayors Caucus	1	\$10,250	\$10,250	\$0	\$10,250	\$0	\$0	\$0	\$0	\$0	\$0		
Neighborhood Housing Services	1	\$134,470	\$134,470	\$0	\$134,470	\$0	\$0	\$0	\$0	\$0	\$0		
Woodstock Institute	1	\$15,178	\$15,178	\$0	\$15,178	\$0	\$0	\$0	\$0	\$0	\$0		
Housing Action Illinois	1	\$8,548	\$8,548	\$0	\$8,548	\$0	\$0	\$0	\$0	\$0	\$0		
Oak Park Regional Housing Center	1	\$19,999	\$19,999	\$0	\$19,999	\$0	\$0	\$0	\$0	\$0	\$0		
RTA	1	\$5,000	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0		
Center for Neighborhood Technology	1	\$6,903	\$6,903	\$0	\$6,903	\$0	\$0	\$0	\$0	\$0	\$0		
Total Subcontracts Cost			\$8,696,205	\$2,908,883	\$5,677,322	\$110,000	\$0	\$0	\$0	\$0	\$0		

form HUD-424-CBW (2/2003)

Detailed Description of Budget		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
B. Construction Costs												
Ba. Administrative and legal expenses												
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Administrative and legal expenses												
				\$0								
Bb. Land, structures, rights-of-way, appraisal, etc												
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Land, structures, rights-of-way, ...												
				\$0								
Bc. Relocation expenses and payments												
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Relocation expenses and payments												
				\$0								
Bd. Architectural and engineering fees												
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Architectural and engineering fees												
				\$0								
Be. Other architectural and engineering fees												
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Other architectural and engineering fees												
				\$0								

Grant Application Detailed Budget Worksheet

Detailed Description of Budget															
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income				
8f. Project Inspection fees															
			\$0												
			\$0												
Subtotal - Project Inspection fees			\$0												
8g. Site work															
			\$0												
			\$0												
			\$0												
Subtotal - Site work			\$0												
8h. Demolition and removal															
			\$0												
			\$0												
			\$0												
Subtotal - Demolition and removal			\$0												
8i. Construction															
			\$0												
			\$0												
			\$0												
Subtotal - Construction			\$0												
9. Equipment															
			\$0												
			\$0												
			\$0												
Subtotal - Equipment			\$0												
8k. Contingencies															
			\$0												
			\$0												
			\$0												
Subtotal - Contingencies			\$0												
B. Miscellaneous															
			\$0												
			\$0												
			\$0												
Subtotal - Miscellaneous			\$0												
Total Construction Costs			\$0												

form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

Detailed Description of Budget			Percent of Total
Analysis of Total Estimated Costs	Estimated Cost		
1 Personnel (Direct Labor)	\$ 55,518.68		1%
2 Fringe Benefits	\$ 19,986.48		0%
3 Travel	\$ 7,389.00		0%
4 Equipment	\$ -		0%
5 Supplies and Materials	\$ -		0%
6 Consultants	\$ -		0%
7 Contracts and Sub-Grants	\$ 8,696,205.00		99%
8 Construction	\$ -		0%
9 Other Direct Costs	\$ -		0%
10 Indirect Costs	\$ -		0%
Total:	\$ 8,779,099.16		100%
HUD Share:	\$ 2,916,272.00		
Match: (as percentage of HUD Share)	\$ 5,752,826.00		197%

Form HUD-424-CBW (2/2009)

Grant Application Detailed Budget Worksheet

Name and Address of Applicant: The Village of Oak Park, IL, on behalf of West Cook County Housing Collaborative
123 Madison St.
Oak Park, IL 60302-4272
 Subgrantee: IFF, Administrator of TOD Fund

Please review budget for the collection of information is estimated to average 3 hours 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Information collected will provide proposed budget data for multiple programs. HUD will use this information in the selection of applicants. Response to this request for information is required in order to receive the benefits to be derived. The information requested does not and need not be confidential.

Category	Estimated Quantity	Rate per Unit (Estimated Cost)	Total Estimated Cost
Detailed Description of Budget (for full grant period)			
<i>Position or Individual</i>			
Real Estate Senior Project Manager	1,500	43.05	64,575
Real Estate Program Associate	750	22.89	17,168
Accounting Manager	105	41.21	4,327
Staff Accountant	250	29.54	7,385
Financial Manager	435	21.64	9,370
Finance Director	40	72.00	2,880
Total Direct Labor Cost			105,734
IFF Personnel	20.0%	105,734.45	21,147
Total Fringe Benefits Cost			21,147
Site Inspection	500	0.51	255
Construction Oversight	500	0.51	255
Subtotal - Trans - Local Private Vehicle			510
Subtotal - Transportation - Airfare			-
Site Inspection - Rental Car	10	50.00	500
Subtotal - Transportation - Other			500
Subtotal - Per Diem or Subsistence			-
Total Travel Cost			1,010
Total Equipment Cost			-
Total Office Supplies Publications and Printing			-
Subtotal - Consumable Supplies			1,303

Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017
 form HUD-424-CBW (2/2003)
 (Exp. 06/30/2011)

Item	Quantity	Unit Cost	Estimated Cost	Other HUD-424-CBW	Other HUD-424-CBW	Other HUD-424-CBW	Other HUD-424-CBW	Other HUD-424-CBW	Other HUD-424-CBW
Subtotal - Construction									
TOD Fund	1	3,041,272.00	3,041,272						
Housing Restoration Loan Fund (Illinois DCEO CDBG)	1	4,257,467.00	4,257,467						
Policy Analysis and Dissemination	1	20,000.00	20,000						
Total Other Direct Costs			7,318,739						
Subtotal of Direct Costs			7,473,133						
Indirect Costs									
IFF Professional Overhead									
IFF Occupancy & Office	1.25%	2,279,393.95	28,492						
	1.25%	2,279,393.95	28,492						
Total Indirect Costs			56,986						
Total Estimated Costs (Subtotal Direct + Total Indirect)			7,530,119						

Grant Application Detailed Budget Worksheet

CMB Approved No. 2014-0017
 form HUD-424-CBW (2/2003)
 (Exp. 08/31/2011)

Grant Application Detailed Budget Worksheet Detailed Description of Budget

Analysis of Total Estimated Costs		Estimated Cost	Percent of Total
1	Personnel (Direct Labor)	105,734	1.4%
2	Fringe Benefits	21,147	0.3%
3	Travel	1,010	0.0%
4	Equipment		0.0%
5	Supplies and Materials	1,303	0.0%
6	Consultants	-	0.0%
7	Contracts and Sub-Grantees	25,200	0.3%
8	Construction		0.0%
9	Other Direct Costs	7,315,739	97.2%
10	Indirect Costs	55,985	0.8%
	Total:	7,530,118	100.0%
	HUD Share:	2,272,661	
	Match:	5,267,467	231.3%

form HUD-424-CBW (2/2003)

Quotation

Quote #: 29222701

Date: April 11, 2012, Revised May 16, 2012

For: West Cook County Housing Collaborative



Introduction

MetroQuest is digital engagement software. It provides organizations a powerful, flexible, cost effective enhancement to their existing public participation capabilities. It does this by complementing traditional techniques with digital engagement software delivered via the internet across multiple channels such as web-connected home computers and tablet computers operated by trained and trusted community leaders to reach a broader, more diverse audience.

MetroQuest is provided via the Internet and runs in a browser based on a software-as-a-service (SAAS) subscription model. Setting up MetroQuest to collect stakeholder input for a particular project (e.g. a Comprehensive Plan), accessible via a unique web address (URL) such as <http://communityname.metroquest.com>, is referred to as a MetroQuest configuration.

Requirements

MetroQuest can be configured in a wide variety of ways depending on the specific needs of the project. MetroQuest configurations consist of screens which guide participants through a series of steps that either provide information, gather input, or both. The requirements for this project include:

- a. A Standard Configuration available for each community in the Collaborative to allow members of each community to rank a common set of sub-regional priorities;
- b. The ability for users to connect to a Facebook (Using the "Like" function) page setup by each community or their consultants;
- c. The ability to create an integrated report of sub-regional priority ranking data for all five communities (reporting on visitors to each of the individual Standard Configurations is included with the MetroQuest subscription);
- d. The option for each community to have the Standard Configuration available in Spanish or another language in addition to the English version; and
- e. The option for each community to add other features (community priority ranking screen, map based comment screen, scenario review and rating screen etc.) to the community's implementation of the Standard Configuration.

Standard Configuration

The Standard Configuration will contain 3 screens (see the following page for a sample of each screen as well as <http://newbraunfelsp1.metroquest.com/> for a similar configuration that is available online). The design/layout of the Welcome and Thank You/Demographics screens will be undertaken as part of developing the first configuration for the project. For the subsequent communities, the same design will be used, but the content can be changed as needed.

The design, layout, features and content of the Rank Priorities (sub-region) screen will be developed as part of the first configuration is built and will be the same for all other communities using the Standard Configuration. MetroQuest recommends limiting the list to 10 items or less. The software can

Quotation

Quote #: 29222701

Date: April 11, 2012, Revised May 16, 2012

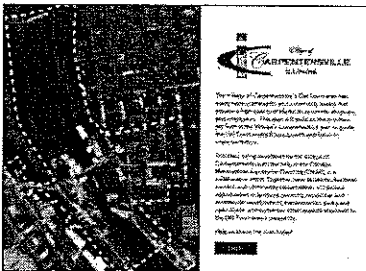
For: West Cook County Housing Collaborative



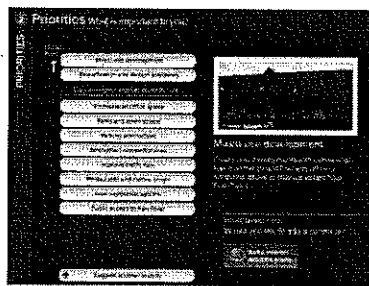
accommodate lists with as many as 20 items. The options include inviting users to suggest additional items for consideration for the list of priorities (note the suggested item does not appear in the list), and adding both text and map based comments for any item in the list.

Once the first Standard Configuration has been developed to support the first Comprehensive Plan, subsequent configurations for the remaining communities can be deployed quickly based on the first one. These new configurations will have their own unique web address (i.e.

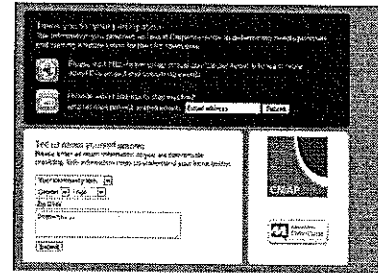
<http://communityname.metroquest.com>) and data collection.



Sample Welcome Screen (same design/layout, different content for each community).



Sample Ranking Screen (same for all communities).



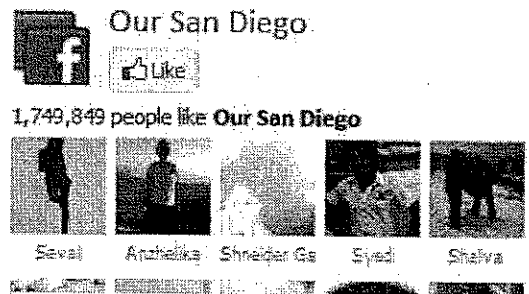
Sample Thank You Screen (same design/layout, different content for each community).

Facebook Integration

The Facebook Integration option will provide users the ability to "Like" a project's or organization's Facebook page from MetroQuest. The assumption is that each community will have their own Facebook page for their respective comprehensive plan. The "Like" button will appear in the header area of the configuration, meaning that it will always be visible.

In addition to the "Like" button, users will also be able to see a Facebook "Faces Panel" that shows how many people like the associated Facebook page. If the user is signed in to Facebook, this panel will show their friends that have liked the associated page at the top, otherwise it will show the profile picture of random people who have liked the associated Facebook page.

The Facebook "Faces Panel" will appear on the final screen (Thank You/Demographics).



Quotation

Quote #: 29222701

Date: April 11, 2012, Revised May 16, 2012

For: West Cook County Housing Collaborative

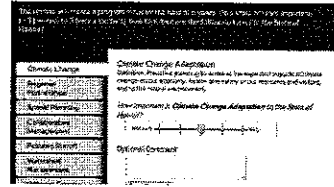


Optional Screens

The optional screens that can be added to the Standard Configuration include the following:

A Simple Survey screen – allowing participants to respond to standard survey type questions.

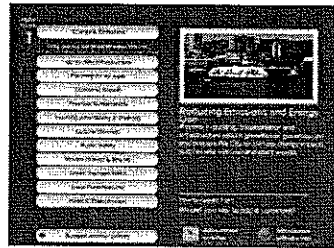
See <http://ormpp1.metroquest.com/?s=3&> for a live example from an existing MetroQuest configuration.



Local Community Issue Priority Ranking Screen

This screen allows participants to rank priorities for the Comprehensive Plan, make any comments they wish on any of the priorities and suggest new priorities of their own. MetroQuest recommends the total number of items in the list be limited to 10. The maximum possible number is 20.

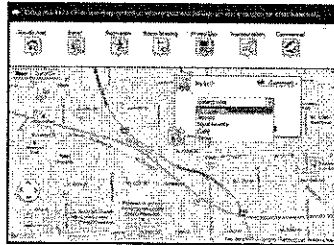
See <http://northvancouver.metroquest.com/?s=2&> for a live example from an existing MetroQuest configuration.



Interactive Map Screen

This screen allows participants the opportunity to place comments on a variety of topics on a map of the community.

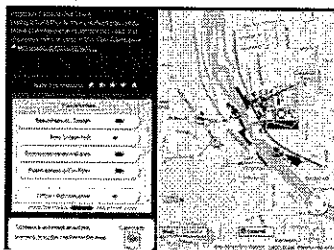
See <http://alsipp1.metroquest.com/?s=3&> for a live example from an existing MetroQuest configuration.



A Scenario/Plan Exploration/Voting Screen

This screen allows participants to explore and provide feedback on a set of plan alternatives. Note, to be most effective, this screen should be used in conjunction with a Priority Ranking screen.

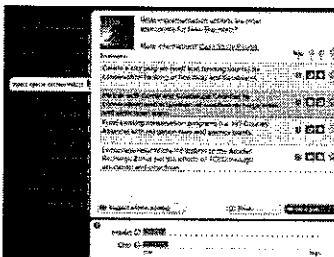
See <http://carpentersvillep2.metroquest.com/?s=3&> for a live example from an existing MetroQuest configuration.



A Strategy/Action Voting Screen

This screen allows participants to provide input on specific tasks, strategies or actions proposed for the comprehensive plan.

See <http://newbraunfelsp2.metroquest.com/?s=3&> for a live example from an existing MetroQuest configuration.



Quotation

Quote #: 29222701

Date: April 11, 2012, Revised May 16, 2012

For: West Cook County Housing Collaborative



Cost

The following table outlines the elements of the MetroQuest Pricing Model. These pricing elements are used to construct project-specific pricing, found in the subsequent table.

MetroQuest Pricing Elements

Item & Timing	Cost & Milestone
Screen Design and Setup 1 st use of each screen type (Welcome, Ranking, etc.) or redesign/re-layout of a screen. Screens can be added to configurations part way through a project, which means that a configuration can evolve as the project evolves.	\$1,000 per screen, billable on configuration activation ¹ or screen addition.
Screen Reuse (new content, same design/layout, different community) Subsequent use of each screen type on a different configuration for this project.	\$500 per screen, billable on configuration activation ¹ .
Software Subscription Includes use of the configuration, reporting tools and support for one month.	\$1,800 per configuration per month or part thereof ² , commencing on activation ¹ .
Setup for Additional Language The effort to create a translation table for all the content in an English version and add the translated content into the alternative language configuration.	\$500 per language per screen per configuration.
Additional Language Software Subscription Includes use of the configuration, reporting tools and support for one month.	\$500 per configuration, per month or part thereof, per language, commencing on activation ¹ of alternative language configuration.
Facebook Integration Addition of Facebook functionality. One time charge for the first project that uses the functionality.	\$1,000 per project, commencing on 1 st configuration activation ¹ .
Custom Reporting/Data Aggregation The effort to integrate user data from multiple configurations. For instance, creating a single sub-regional priority ranking report that includes input from all 5 communities.	\$150 per hour. Estimated costs for integrated sub-regional ranking report - \$1,200

Quotation

Quote #: 29222701

Date: April 11, 2012, Revised May 16, 2012

For: West Cook County Housing Collaborative



MetroQuest

Project Specific Pricing

Community 1 Basic Configuration Costs	Total
Estimated Total – 1 Configuration, 3 screens (Welcome, Sub-Regional Priority Ranking, Thank You/Demographics), each used for the first time on the project (\$3,000), 1 language, 3 months subscription (\$5,400), Facebook Integration (\$1,000).	\$9,400
Community 2-5 Basic Configuration Costs	Total
Screen Reuse for 2 screens (Welcome, Thank You) using the same layout as Community 1 (\$1,000), Reuse for 1 screen (Sub-Regional Priority Ranking) using the same content and layout (no charge), 1 language, 3 months subscription (\$5,400), Facebook Integration (no charge).	\$6,400
Other Options	Total
Add an additional month to the Subscription (\$1,800 for English + \$500 for each additional language)	\$1,800+
Add Spanish to the Basic Configuration for 6 months (Setup: 3 screens * \$500 per screen + Subscription: 3 months * \$500)	\$3,000
Add a screen to a configuration (e.g. maps)	\$1,000
Add Spanish for each additional screen (setup)	\$500

Notes

1. Activation is defined as the date that Customer first does any of the following:
 - i. Uses the Administration System to generate a report, edit content or perform any other task that is specific to a particular Configuration that can be performed using the Administration Tools; or
 - ii. Advertises, announces or provides notice and/or access to the public or any other stakeholder group(s) external to the Customer's organization that the Software Configuration is available for use.
2. This represents a 10% discount off the regular price of \$2000/month standard subscription price assuming a total volume of 15 Subscription-Months will be purchased (5 Comprehensive Plans for 3 months each). If the total number of months used in the project is reduced, the per-month discount may be reduced. Note that partial months are counted as complete months.

Terms and Conditions

All figures shown are in US dollars. Any applicable state, federal or other taxes are not included and will be borne by the recipient.

This quote is valid for 30 days.

MetroQuest Service Level Agreement

MetroQuest Software is developed by and provided by Envision Sustainability Tools Inc. ("Envision"). MetroQuest Software is provided through a software as a service ("SaaS") subscription model. SaaS means that as a purchaser of MetroQuest your organization ("Customer") does not actually take delivery of MetroQuest software on a disk and subsequently install it on your computers, but rather you use it as needed, over the internet via a web browser. This means that there is no license agreement required.

The provision of the SaaS subscription ("Service") provided by Envision is dictated by the terms in two companion documents:

- i. A Service Level Agreement that describes what your organization can expect in terms of service levels and support from Envision (this document); and
- ii. A Subscription Agreement that describes the terms under which your organization agrees to pay for and use the Software (a separate document).

MetroQuest Software

MetroQuest software ("Software") includes:

- i. A digital engagement delivery system which includes our servers and server software, the ("Engagement Platform");
- ii. A set of web based administration tools used to edit content, generate reports and perform other administrative tasks, the ("Administration Tools"); and
- iii. A set of user interface elements that can be combined to create a user experience, which is delivered on the Engagement Platform to support stakeholder engagement, the ("Engagement Elements").

Definitions

Project – The planning project or other activity that the Customer is undertaking for which the Software will be used.

Channel – The different ways that the Software can be provided to stakeholders. Currently the alternatives are workshop, web and portable (kiosk and/or iPad).

Configuration – A collection of Engagement Elements assembled in a manner specified by the Customer to support the stakeholder engagement component of a particular Project, running on the Engagement Platform. It is made available to stakeholders via a particular Channel and runs in a web browser pointed at a unique web address or Universal Record Locator (URL).

Configuration URL – Is unique URL that is specific to a particular Configuration, such as regina.metroquest.com or ebaworkshop.metroquest.com.

User – A stakeholder or other person that interacts with the Software via the Configuration URL.

Roles and Responsibilities

Three elements are required to enable stakeholders to interact with a particular Configuration of the Software:

- i. MetroQuest Software;
- ii. Specific hardware and software, which varies by Channel:
 - a. For the Workshop Channel, the Customer's hardware and software which is the machine that is being used by the Customer to run the Software during a workshop or meeting;
 - b. For the other Channels, the User's hardware and software, which is the machine that is being used by the stakeholder to utilize the Software;
 - i. for the online channel, this would be an individual's computer running at home or wherever they are using the Software, and the web browser on that computer;
 - ii. for the portable channel, this would be the kiosk hardware and the web browser running on the computer inside the kiosk and/or the iPad computer and browser running on the tablet computer; and
- iii. An Internet Connection.

The following table explains who is responsible for providing each element.

Elements	Responsibility by Channel		
	Online	Workshop	Portable
MetroQuest Software	Envision	Envision	Envision
User's Hardware and Software	User	Customer	Hardware provider ²
Internet Connection ¹	User	Customer	Customer

1. Internet Connection is the sole responsibility of the Customer. In the case of the portable Channel (kiosk and/or iPad), the Customer will provision an active internet connection that is available 7 days per week, 24 hours per day. In the case where the Customer cannot an active internet connection, due to some physical or other technical constraint, local MetroQuest Software support may require the Customer to contract Envision to support this software locally and as such the Customer must assume all incremental costs (labour, travel, etc.).
2. Hardware provider would be the kiosk manufacturer in the case of a kiosk, or the iPad manufacturer in the case of a iPad.

MetroQuest Software Availability

Envision will ensure the MetroQuest Software is available 99.5% of the time, measured on a twenty four (24) hour clock, monthly. MetroQuest is hosted by Microsoft Windows Azure, a cloud based server technology which delivers a 99.95% monthly service level agreement. (<http://www.windowsazure.com/en-us/support/sla/>). Microsoft Azure is one of the largest and most reliable hosting firms in the world.

MetroQuest's availability excludes times that the Software is unavailable due to scheduled maintenance. Scheduled maintenance for the Software occurs weekly on every Sunday from 6PM-12 midnight, Pacific Time, including holidays. 'Downtime' is defined as a system outage or the time(s) when the Software is unavailable as measured from the time a severity level 1, 2 or 3 incident is reported, to the time that incident is resolved.

The following table indicates the response and resolution time the Customer can expect, based on the type of incident, defined by 'severity level' once Envision has been notified of an incident, as well as the remedy that will be provided in the unlikely event that service levels fall below 99.5%.

Severity Level	Incident Type	Response Time	Resolution Time	Rebate
1	Full System Outage /or a reproducible error that causes the Software to crash for a User	1 hour	1 day	1 day credit for each 1 hour of downtime
2	Partial System Outage/a reproducible error that has a workaround and does not cause the Software to crash for a User; or content or scenario results that are not displaying as agreed upon	4 hours	2 days	N/A
3	Minor Incident / General Support	24 hours	5 days	N/A

General Support and Maintenance

Envision will provide the following Support Services ("Support") for MetroQuest Software:

- (a) Support will be available to the Customer between the hours of 9:00 am to 5:00 pm Monday to Sunday ("Support Days:") Pacific Time either via email and/or telephone, not including priority responses for system outages.
- (b) Support calls will be logged either via telephone +1 (604) 225-2000 or via email techsupport@metroquest.com.
- (c) In the event of a Support Call, Envision will:
 - acknowledge the request by the Customer upon receipt via email;

- resolve or develop a resolution plan within 4 hours upon receipt of the first support call to the Customer; and
- prior to the Service request being closed, confirm with the Customer that the service request has been resolved.

Backups and Recovery

Envision will use reasonable endeavours to: (i) Perform daily backups every evening to both onsite and offsite locations; (ii) Perform weekly backups once per week to offsite locations and store the weekly backups for 4 weeks in storage offsite; (iii) Perform monthly backups once per month to offsite locations and store the monthly backups for 3 months in storage offsite; (iv) Perform quarterly backups 4 times per year to offsite locations and store quarterly backups permanently in storage offsite.

Customer Data

The Software utilizes two (2) types of Customer Data:

- i. Content Data (text, images etc) provided by the Customer and added/uploaded to the Engagement Platform either by Envision staff or by the Customer via the Administration Tools;
- ii. Usage Data collected by the Software based on how users interact with the Software.

Content Data Ownership

Envision agrees that the Customer is the owner of any content uploaded to the Engagement Platform using the Administration Tools.

Usage Data Reporting and Delivery

Access to usage data is provided via the reporting function that is part of the Administration Tools of the Software.

Reporting is based on user activity collected during a user Session. A user Session is defined below for each Channel:

- i. An online session is defined as all interaction with the Software from within a single browser window; opening a new browser tab and/or browser window and subsequently navigating to the Software in this new window constitutes a new session;
- ii. A workshop session is defined as the duration of a single workshop event, from start to finish, from when the facilitator navigates to a Configuration URL until the browser is closed;
- iii. A kiosk session is defined as the time from:
 - a. either a user clicks the "Restart" button if he/she commences using the kiosk immediately following another user, or
 - b. a user begins using the kiosk after it has been idle and automatically restarted itself (typically a 30-second period of inactivity); until the user ceases interacting with the kiosk.

- iv. A tablet session is defined as all interaction with the Software from an individual once the facilitator/moderator hands the tablet to the user until the user returns the tablet to the facilitator/moderator.

At the completion of a Project, all Usage Data collected for all Configurations used in that project will be provided to the Customer via a Microsoft Access database file.

Use of Personal Information

In certain Projects the Software is used to collect personal information such as names and email addresses. Envision warrants that it will never, under any circumstances, use this information for any purpose without the express written consent of the Customer that is undertaking the Project for which the data was collected. This information will only be provided to the Customer, and only at the Customer's request. Envision agrees to comply with such a request within ten (10) business days. The Customer may request that Envision delete all Personal Information collected for a particular Project once that Project is completed. Envision agrees to comply with such a request within thirty (30) business days.

System Security

The MetroQuest servers are hosted by Microsoft Windows Azure, one of the largest and most secure hosting firms in the world. Our servers are located at one of Microsoft data centers located in Chicago Illinois, and utilize security measures for the Hosting Environment, Operations and Personnel Security, Application-level Security, Fault-Tolerance Redundancy, Privacy and Updates. (<http://www.microsoft.com/online/legal/?langid=en-us&docid=11>)

Administration Tools Security

Envision provides each Customer with a unique user name and password that must be entered each time a user logs on to the Administration Tools. MetroQuest application security ensures that only those allowed to make changes to a Configuration can access its contents. Access controls are built into the MetroQuest data model, and user permissions are verified on every request by the core MetroQuest application framework.

Warranties

Envision does not warrant that:

- (a) The Services will be uninterrupted or error free;
- (b) The Services will meet Customer's requirements, other than as expressly set out in this agreement;
- (c) The Services will be free from external intruders (hackers), virus or worm attack, denial of services attack, or other persons having unauthorised access to the services or systems of the Customer.

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

I(2)

Item Title: Resolution Authorizing the Execution of A Cooperative Agreement Between the Village of Oak Park and the Board of Trustees of the University of Illinois on Behalf of Nathalie P. Voorhees Center for Neighborhood and Community Improvement at the University of Illinois, Chicago in the amount of \$50,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant

Resolution No. _____


Date of Board Action: June 4, 2012

Staff Review: Tammie Grossman, Housing Programs Manager

Department Director Name:

 _____

Village Manager's Office:

 _____

Item History (Previous Board Review, Related Action, History):

On November 21, 2011, the US Department of Housing and Urban Development (HUD) awarded the Village of Oak Park, on behalf of the West Cook County Housing Collaborative (Collaborative) a \$2,916,272 Community Challenge Planning Grant. The Village of Oak Park is the administering entity for the Collaborative with regard to these Grant funds. The Challenge Grant allow the communities of Oak Park, Bellwood, Forest Park and Maywood to update their comprehensive plans and to provide funds to IFF (formerly known as the Illinois Facilities Fund), as the Collaborative Coordinator, to set up a revolving loan fund to create an acquisition and predevelopment fund to support affordable housing activities near transit.

As part of the HUD application process, the Collaborative included the Nathalie P. Voorhees Center (VC) as a grant partner to conduct an evaluation of the work of the Collaborative, specifically the effectiveness of participation from non-traditional partners in the planning process and the effectiveness of the Collaborative model for the revolving loan fund. VC will monitor the work of the Collaborative, track outcomes and publish its findings. Both HUD and the Collaborative hope that the research will enable other communities to replicate the Collaborative model.

By the attached Agreement, VC's performance of these tasks is governed by the same HUD Cooperative Agreement that the Board previously authorized the Village Manager to execute on February 6, 2012. Pursuant to the terms of the Cooperative Agreement, HUD will only release funds on a cost reimbursement basis for work previously approved by HUD. The attached agreement provides that the Village is not responsible for payment of costs incurred by VC unless and until HUD has approved VC's invoice and released the funds to the Village. VC is governed by the same Cooperative Agreement as the Village of Oak Park. The agreement has been reviewed and approved by HUD and VC.

Staff will be presenting additional sub-recipient agreements for the comprehensive plans for the Villages of Oak Park, Forest Park, Maywood and Bellwood and other Challenge Grant Partners.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):
The Housing Programs Manager will oversee the administration of the Grant. Funds will be disbursed to third parties upon HUD approval and after sub-recipient contracts are signed.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

The West Cook County Housing Collaborative was formed in 2008 to encourage better coordination between the member communities related to housing policy and opportunities. Since its formation and including this HUD Grant, the Collaborative has received over \$11 million dollars in private, state, county and federal investment into the five municipalities. Additionally, the Collaborative allows for coordinated housing policy to ensure the strength of the region.

Item Budget Commentary: (Account #; Balance; Cost of contract)

There is no impact on the General Fund other than staff time to administer the program. The Grant provides \$200,000 to the Village of Oak Park to hire a consultant to update the Village's Comprehensive Plan.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

If the Resolution is not approved, the Collaborative will lose the HUD funding.

Proposed Recommended Action: Approve the Resolution

RESOLUTION

Authorizing the Execution of A Cooperative Agreement Between the Village of Oak Park and the Board of Trustees of the University of Illinois on Behalf of Nathalie P. Voorhees Center for Neighborhood and Community Improvement at the University of Illinois, Chicago in the amount of \$50,000 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Interim Village Manager is authorized to execute a Cooperative Agreement between the Village of Oak Park and VC in the amount of \$50,000 as a sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant, which Cooperative Agreement shall substantially conform to the one attached hereto as Exhibit A.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 4th day of June 2012.

Attest:

David G. Pope
Village President

Teresa Powell
Village Clerk

**COOPERATIVE AGREEMENT
BY AND BETWEEN THE VILLAGE OF OAK PARK
AND THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS ON
BEHALF OF NATHALIE P. VOORHEES CENTER FOR NEIGHBORHOOD
AND COMMUNITY IMPROVEMENT AT THE
UNIVERSITY OF ILLINOIS, CHICAGO
FOR PROVISION OF SERVICES UNDER
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
SUSTAINABLE COMMUNITIES CHALLENGE GRANT**

Whereas, the Village of Oak Park, as a member community of the West Cook County Housing Collaborative, applied for and received a Sustainable Communities Challenge Grant from the U.S Department of Housing and Urban Development (HUD) in the amount of \$2,916,272; and

Whereas, the Grant was awarded by a Cooperative Agreement between the Village of Oak Park and U.S Department of Housing and Urban Development on a HUD-1044 Form, which, together with all its attachments, is attached hereto as Exhibit A and incorporated into this agreement. That document and all its attachments shall be referred to herein as (“the Grant”); and

Whereas, the Board of Trustees of the University of Illinois on behalf of Nathalie P. Voorhees Center for Neighborhood and Community Improvement (VC) at the University of Illinois, Chicago was included in the grant application submitted to HUD to provide research and report on the success of the grant proposal; and

Whereas, the VC is a unit of the College of Urban Planning and Public Affairs at the University of Illinois at Chicago that provides research and technical assistance to organizations and local government agencies in their efforts to revitalize the many and varied neighborhoods and communities and is capable of assisting the Village in achieving the deliverables.

Now Therefore, the Village of Oak Park, 123 Madison, Oak Park, Illinois 60302 and VC enter into this Cooperative Agreement (“Cooperative Agreement”) on the 15th day of March 2012, for the provision of services under the Grant.

1. Contract Documents

This Cooperative Agreement is governed by the terms set forth herein and by the Grant. If the terms of this Agreement conflict with the terms of the Grant, any such conflict shall be resolved in favor of the terms of the Grant.

2. Scope of Services/ Responsibilities to the Program

VC will work closely with the Village of Oak Park and participating municipalities in West Cook County Housing Collaborative and other stakeholders to monitor their achievement of the deliverables set forth in the

Grant, and to then provide a report to HUD as more particularly described in Section 5 below. VC will also provide a copy of the report to the Village of Oak Park for distribution. The deliverables and responsibilities of both parties shall be controlled by the terms of the Grant.

3. Term

VC shall begin providing the services immediately. The services will terminate on **January 31, 2015**. Adherence to the dates of service in the Grant is a material term of this agreement. However this Cooperative Agreement shall also cover services performed by VC since February 1, 2012, provided those services fall within the scope of the Grant. The term of this Cooperative Agreement can be extended in writing and upon mutual consent of both parties. Time is of the essence in delivering any services with a strict grant deadline. The Village will not compensate VC for services provided after the January 31, 2015 grant deadline.

4. Payment

VC shall submit monthly invoices to the Village documenting the services completed. VC must include the hours worked per task on its monthly invoices and otherwise comply with all HUD billing and payment requirements including the use of HUD forms if required by HUD. The Village will review VC's monthly invoices and submit them to HUD for approval and payment. Upon Village and HUD approval of the expenditures, HUD will provide the Village with sufficient funds to cover the invoices and the Village of Oak Park will remit those funds to VC within thirty (30) days. Should HUD deny the expenditures set forth in the monthly invoice, the Village of Oak Park is under no obligation to pay VC. The Village of Oak Park will not use Village General Funds for purposes of paying for VC's services. All services shall be paid for by HUD grant funds, subject to HUD requirements. The total amount for all VC services under this Cooperative Agreement shall not exceed \$50,000 as listed on the HUD 424-CBW, Total Budget Summary referenced on the face of the HUD-1044 and incorporated into Exhibit A.

5. Level and Type of Commitment

A. As part of the HUD Grant, the VC's work will involve analysis of data from observation of the community planning process, community surveys, secondary sources and mapping of community assets pre- and post-implementation by the Collaborative in relation to this Grant.

C. In addition, VC understands that the Village of Oak Park is required to obtain HUD approval regarding any changes concerning the intended use of matching funds. VC will notify the Village of Oak Park if there is a change to the intended scope of work so that the Village of Oak Park may seek HUD's approval.

6. This Cooperative Agreement is subject to OMB Circular A-87, A-133 and A-102, which is incorporated at 24 CFR Part 85 and the Notice of Funding Availability (Federal Register/Vol. 75. 121/page 36246, Dock No. FR-5415-N-12).
7. VC is required to obtain a DUNS number (or update its existing DUNS record) and register with the Central Contractor Registration (CCR; www.ccr.gov) no later than 120 days after executive of this agreement.
8. This Cooperative Agreement contains the entire agreement between the parties concerning the subject matter hereof, and supersedes and replaces any previous oral and/or written communication, representation, understandings, or agreements.
9. No portion of this Cooperative Agreement may be assigned by VC without prior written permission. The Village of Oak Park may assign all or part of the Cooperative Agreement without permission of VC; however, the Village of Oak Park will notify VC prior to any assignment.
10. If any provision of this Cooperative Agreement is unenforceable or invalid for any reason whatsoever, such provision will be severed from the remainder of this Cooperative Agreement and the validity of the remainder will continue in full force and effect and be construed as if this Cooperative Agreement had been executed without the invalid or unenforceable provision.
11. At any time, this Cooperative Agreement may be terminated by either party by giving at least thirty (30) days written notice prior to the effective date of such termination.
12. Unless expressly stated otherwise, the representations, covenants, and agreements contained herein which are capable of surviving the termination of this Cooperative Agreement shall survive the termination of this Cooperative Agreement and shall be separate and distinct covenants and agreements enforceable after the termination hereof in accordance with their terms. Any reference herein to the termination of this Cooperative Agreement shall not include the termination of such covenants and agreements unless expressly stated herein or specifically agreed to by the parties in writing.
13. Any notice, acceptance or other documents required or permitted hereunder to be given, will be considered well and sufficiently given by courier or by signed receipt or, certified mail return receipt requested, addressed and sent to the parties as follows:
 - A. If to Village of Oak Park
Attention: Tammie Grossman
Housing Programs Manager
123 Madison
Oak Park, IL 60302

B. If to VC:
Attention: Ms. Janet Smith
Voorhees Center
400 South Peoria Str., Suite 2100
Chicago, IL 60607

or such other address as either party may from time to time appoint by notice in writing to the other party in accordance with this paragraph. Any notice delivered by hand and addressed as above will be deemed to have been delivered on the day of signature of the signed receipt. ,

14. In this Cooperative Agreement, words importing the singular number only shall include the plural and vice-versa, words importing gender shall include all genders, and words importing persons shall include individuals, corporations, partnerships, associations, and other legal or business entities.

15. VC shall be deemed to be and shall be an independent contractor and as such VC shall not be entitled to any benefits applicable to employees of the Village of Oak Park. Neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty or representation as to any matter. Neither party shall be bound by the acts or conduct of the other.

16. Neither party shall use the name of the other party, or any entity related to the other party, in any publicity, advertising or news release without the prior written approval of the other party.

17. This Cooperative Agreement shall be governed by and construed according to the laws of the State of Illinois.

18. This Cooperative Agreement shall be binding upon the parties hereto and their respective heirs, successors, executors, and personal representatives.

19. Warranties- VC makes no representations or warranties, express or implied, regarding its performance under this agreement, including but limited to the marketability, use or fitness for any particular purpose of the research results developed under this work, or that such results do not infringe upon any third party property rights.

IN WITNESS WHEREOF the parties hereto have executed this Cooperative Agreement as of the day and year first above written.

**The Board of Trustees of the
University of Illinois**

Village of Oak Park

By: _____
Walter K. Knorr
Comptroller

By: _____
Cara Pavlicek
Interim Village Manager

REVIEWED AND APPROVED
AS TO FORM

MAY 21 2012

LAW DEPARTMENT

Exhibit A

February 1, 2012 Cooperative Agreement between Village of Oak Park and HUD including all attachments.

Assistance Award/Amendment

U.S. Department of Housing and
Urban Development
Office of Administration

1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number CCPIL0052-11	4. Amendment Number 1	5. Effective Date of this Action	6. Control Number
7. Name and Address of Recipient The Village of Oak Park, IL 123 Madison Street Oak Park, IL: Illinois 60302-4272 Phone: 708-358-5411 Fax: 708-358-5114		8. HUD Administering Office HUD, Office of Sustainable Housing and Communities 451 Seventh Street, S.W., Room 10180 Washington, DC 20410	
10. Recipient Project Manager Tammie Grossman, Housing Programs Manager		8a. Name of Administrator J. Malcom Smith	8b. Telephone Number 202-402-6472
11. Assistance Arrangement <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input type="checkbox"/> Fixed Price		9. HUD Government Technical Representative Stephen A. Cerny, Stephen.A.Cerny@hud.gov	
12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse		13. HUD Payment Office CFO Accounting Center Administrative Accounting Division, 6AFF, P.O. Box 901013, Fort Worth, TX 76101	
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount	\$0.00	15a. Appropriation Number 861/30162	15b. Reservation number CCPIL0052-11
HUD Amount this action	\$2,916,272.00	Amount Previously Obligated	\$0.00
Total HUD Amount	\$2,916,272.00	Obligation by this action	\$2,916,272.00
Recipient Amount	\$5,752,825.00	Total Obligation	\$2,916,272.00
Total Instrument Amount	\$8,669,097.00		

16. Description

Employer Identification Number: 36-6006027

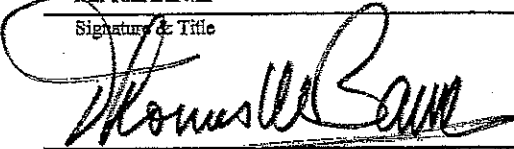

Program Code: CCP

This instrument (the HUD-1044, HUD-1044 Continuation Sheet) sets forth a legally binding agreement between the parties as to all amounts, deliverables, tasks, period of performance, terms and conditions, here within, whether implicitly stated or referenced. The Recipient certifies that all administrative and financial provisions of this instrument are in and will continue to be in compliance for the duration of the period of performance. All covenants, referenced or stated, are agreed to by the recipient upon signing this instrument.

This grant instrument consists of the following, some of which are incorporated by reference:

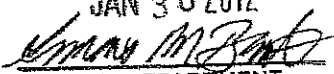
1. HUD-1044 and HUD-1044 Continuation Sheet(s)
2. Grant Agreement Terms and Conditions
3. HUD 424-CBW, Total Budget Summary
4. Grant Deliverables (See HUD 1044 Continuation Sheet)
5. Work Plan/Logic Model (Tasks within Work Plan are considered deliverables)
6. OMB Circulars A-87, A-133 and A-102, which is incorporated in 24 CFR Part 85
7. Office of Sustainable Housing and Communities (OSHC) Program Policy Guidance.
8. Notice of Funding Availability (FR-5500-N-33)

Period of Performance is 36 months from February 1, 2012 to January 31, 2015.

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office		18. <input type="checkbox"/> Recipient is not required to sign this document.	
19. Recipient (By Name) Mr. Tom Barwin		20. HUD (By Name) J. Malcom Smith	
Signature & Title 	Date (mm/dd/yyyy) 1-30-2012	Signature & Title 	Date (mm/dd/yyyy) 02/08/2012

REVIEWED AND APPROVED
AS TO FORM

form HUD-1044 (8/90)
ref Handbook 2210.17

JAN 30 2012

LAW DEPARTMENT

HUD CONTINUATION SHEET

Instrument No: CCPL0052-11

1. BUDGET

	HUD Amount	Match /Leverage Amount	Total
Direct Labor	\$0.00	\$55,518.00	\$55,518.00
Fringe Benefits	\$0.00	\$19,985.00	\$19,985.00
Travel	\$7,389.00	\$0.00	\$7,389.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$0.00	\$0.00
Consultants	\$0.00	\$0.00	\$0.00
Contracts	\$2,908,883.00	\$5,677,322.00	\$8,586,205.00
Construction	\$0.00	\$0.00	\$0.00
Other Direct Cost	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00
Total	\$2,916,272.00	\$5,752,825.00	\$8,669,097.00

If the grantee's match/leverage contribution is less than \$5,752,825.00 the Government reserves the right to negotiate new line items and/or amounts to satisfy the grantee's requirement or to reduce the Government's share proportionally. The grantee shall notify HUD at any time it believes it will not meet its match requirement. In addition, the grantee shall obtain HUD approval regarding any changes concerning the intended use of matching funds. If the grantee exceeds the dollar amount shown above, there will be no impact on the Federal share.

2. AMOUNT OF COST SHARE

The estimated cost for the performance of this grant is \$8,669,097.00. HUD shall not be obligated to reimburse the Village of Oak Park in excess of \$2,916,272.00. The Grantee agrees to bear without reimbursement from HUD \$5,752,825.00 of the total costs. However, in the event that the Grantee incurs cost in excess of the total estimated project cost of \$8,669,097.00; all such excess costs shall be borne entirely by the Grantee.

3. KEY PERSONNEL

The personnel specified below are considered to be essential to the work being performed hereunder:

Name	Title	% of time on the grant
Tammie Grossman	Housing Programs Manager	10%
Craig Lesner	Chief Finance Officer	1%
Rob Cole	Assistant Village Manager	1%

4. SUBSTANTIAL INVOLVEMENT

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:

Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to semi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

HUD CONTINUATION SHEET

Instrument No: CCPIL0052-11

Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

5. INDIRECT COSTS/PROVISIONAL RATE

N/A

6. AUDIT INFORMATION

The Village of Oak Park submitted an audit report conducted by the SIKICH, LLP for the year ending December 31, 2009. The audit report attests to Village of Oak Park practice of generally accepted accounting principles and compliance with laws and regulations relating to government auditing standards. The internal control structure has been reviewed in accordance with OMB Circular A-133 and found to be in compliance with requirements that are applicable to certain of its major federal programs.

7. REPORTS AND DELIVERABLES

List of Deliverables:

1. Final Workplan and Logic Model: 60 calendar days
2. Updated comprehensive plan that incorporates the Collaborative's transit-oriented and affordable housing development analyses for the following communities: Oak Park, Forest Park, Bellwood and Maywood
3. Create an acquisition and predevelopment fund to support affordable housing.

Reports:

4. Bi-Annual Reporting.
5. Additional Reporting Requirements: Additional reporting requirements as outlined in the NOFA (FR-5500-N-33), FY11 HUD General Section (FR-5500-N-01) and 2 CFR 85.40.

8. SPECIAL CONDITIONS

N/A

U.S. Department of Housing and Urban Development
Office of Sustainable Housing And Communities

COOPERATIVE AGREEMENT PROVISIONS

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A. GENERAL

1. Overview of Award Implementation

This cooperative agreement/grant (also referred to as *Agreement*) is between the Grantee (*Recipient*) identified in Block 7 of the form HUD-1044, and the U.S. Department of Housing and Urban Development. The award agreement consists of the form HUD-1044, any special conditions, and these Cooperative Agreement Terms and Conditions.

In signing this *Agreement*, the Grantee agrees to comply with all the requirements and conditions contained herein.

The provisions of the Notice of Funding Availability (NOFA) are hereby incorporated into this *Agreement*.

The Grantee's rights under this *Agreement* may not be assigned without the prior written approval of HUD.

The Grantee shall complete and submit a revised management and work plan, deliverables outcomes and budget within 60 calendar days after the effective date of the grant. These revisions shall update the general/basic plan submitted with the proposal and include any changes to the proposed work plan, budget, performance measures and deliverables, negotiated between HUD and the grantee. These revisions should be developed according to the instructions provided by the HUD Government Technical Representative identified on the form HUD-1044. Should you not address these specific issues, your grant may be terminated on the basis of failure to conclude negotiations or to provide HUD with requested information, in accordance with the General Section of the NOFA for which you applied.

2. Purpose

The purpose of this *Agreement* is as stated in the "Purpose of the Program" section of the NOFA.

3. Definitions

- a. "Cooperative Agreement" means an agreement in which the Federal Government provides funding authorized by public statute where the government plays a substantial role in assisting the funding recipient.
- b. "Equipment" means a tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.
- c. "DUNS" means Dun and Bradstreet Data Universal Numbering System.

- d. "Grant Officer (GO)" means the HUD individual who is responsible for processing and executing grant award, change in key personnel, change of scope, budget transfers, change of period of performance, and other administrative changes that would require a modification to the agreement. This term also refers to designated HUD Officials authorized to execute and/or administer this grant.
- e. "Government Technical Representative (GTR)" means the HUD individual who is responsible for the technical administration of the grant, the evaluation of performance under the grant, the acceptance of technical reports or projects, and other such specific responsibilities as may be stipulated in the grant.
- f. "Government Technical Monitor (GTM)" means the individual responsible for assisting a Government Technical Representative (GTR) in the latter's performance of his/her duties. The GTM is also the responsible individual that will comply with the Office of Sustainable Housing and Communities devolution of authority under our Continuity of Operations Plan (COOP). Should the National Capital Region become non-operational due to emergency conditions, the approval of vouchers and the authority to pay vouchers will transfer to the GTM until such time as the designation is lifted. The Government Technical Representative (GTR) will continue to be the point of contact for day-to-day management issues and responsibilities described above. In a state of emergency, HUD reserves the right to designate a GTR for COOP purposes.
- g. "Grantee" as used herein refers to the recipient of this cooperative agreement.
- h. "NOFA" means the Notice of Funding Availability, which announced the availability of funding for this grant.
- i. "NOPI" means Notice of Public Interest
- j. "OSHC" means the HUD Office of Sustainable Housing and Communities, or its successor Office, if any.
- k. "Publication" includes:
 - (1) Any document containing information for public consumption; or
 - (2) The act of, or any act which may result in, disclosing information to the public.
- l. "Recipient" Any entity other than an individual that received grant funds in the form of a grant, cooperative agreement or loan directly from the Federal government.

m. "Subaward" means:

(1) A legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that:

(a) The recipient awards to an eligible sub-recipient; or

(b) The sub-recipient at one tier awards to a sub-recipient at the next lower tier.

(2) The term does not include the recipient's procurement of property and services needed to carry out the project or program (see, generally, §__.210 of the attachment to OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations").

(3) A subaward may be provided through any legal agreement, including an agreement that the recipient or a sub-recipient considers a contract.

n. "Sub-recipient" means a non-Federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary to such a program. The sub-recipient may also be a recipient of other Federal awards directly from the Federal awarding agency. Guidance on distinguishing between a sub-recipient and a vendor is provided in §__.210 of OMB Circular A-133 (2 CFR Part 180).

o. "Total Instrument Amount" is the amount under line item 14 of the HUD Form-1044 (Total Instrument Amount). This is the sum of the federal award and grantee match.

p. "Work Plan" refers to the Grantee's plan for addressing a specific service delivery need, and consists of designated work activities including tasks and subtasks as required by the program office; a timeline for completing the work; performance measures; outputs and outcomes identified to achieve the performance measures/goals; budget; and resources designated to complete the work.

B. PROGRAM REQUIREMENTS

1. Allowable Costs

a. This is a cost reimbursement award; the Grantee shall be reimbursed for certain costs, as described below, incurred in the performance of work in an amount not to exceed the obligated amount shown in block 15 on the Assistance Award Form (form HUD-1044). In the event the Grantee incurs costs in excess of the prescribed amount, the excess shall be borne entirely by the Grantee.

- b. HUD shall reimburse the Grantee for costs incurred in the performance of this award which are determined by the GTR and the Grant Officer to be allowable, allocable, and reasonable in accordance with applicable Federal cost principles as follows:

Cost Principles for State, Local, and Indian Tribal Governments	OMB Circular A-87	Relocated to 2 CFR, Part 225; http://www.whitehouse.gov/omb/circulars/a87/a87_2004.html
Cost Principles for Non-profit Organizations	OMB Circular A-122	Relocated to 2 CFR, Part 230; http://www.whitehouse.gov/omb/fedreg/2005/083105_a122.pdf
Cost Principles for Educational Institutions	OMB Circular A-21	Relocated to 2 CFR, Part 220; http://www.whitehouse.gov/omb/fedreg/2005/083105_a21.pdf
Audits of States, Local Governments, and Non-Profit Organizations	OMB Circular A-133	Relocated to 2 CFR Part 180; http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf
Cost Principles for Commercial/For-profits	Federal Acquisition Regulations at 48 CFR Part 31.2	http://www.access.gpo.gov/cgi-bin/cfrassemble.cgi?title=200948

- c. Direct Costs are the allocable portion of allowable costs incurred directly for the purposes of the grant. Detailed explanations of direct costs are provided in applicable OMB Circulars (A-21 (2 CFR Part 220), Cost Principles for Educational Institutions, A-87 (2 CFR Part 225), Cost Principles for State, Local, and Indian Tribal Governments, or A-122 (2 CFR Part 230), Cost Principles for Nonprofit Organizations, as applicable) that can be accessed at the White House website, www.whitehouse.gov/omb/circulars_default

2. Administrative Requirements

The grantee must adhere to all respective uniform administrative rules for Federal grants and cooperative agreements and subawards as follows:

Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations	24 CFR Part 84	http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_36446.doc
Administrative Requirements for Grants	24 CFR Part 85	www.hud.gov/offices/lead/librar

and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments		y/lead/24_CFRPART_85.pdf
Grants and Cooperative Agreements with State and Local Governments	OMB Circular A-102	http://www.whitehouse.gov/omb/circulars_a102
Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations	OMB Circular A-110 (Relocated to 2 CFR Part 215)	http://www.whitehouse.gov/omb/fedreg/2005/083105_a110.pdf
Audits of States, Local Governments, and Non-Profit Organizations; and	OMB Circular A-133 (Relocated to 2 CFR Part 180),	http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf

3. Advance Payment By Treasury Check Or Electronic Funds Transfer

Advance payments by Treasury check or electronic funds transfer are hereby authorized under this grant. A Grantee that is subject to existing State program accreditation requirements may request an advance payment in writing, if applicable. HUD may provide to the Grantee a one-time cash advance that shall not exceed 10 percent of the grant amount, and shall be limited to the minimum amount needed for the actual, immediate cash requirements of the Grantee in carrying out the start up activities of this agreement and as agreed to by the Grant Officer. Neither these HUD funds nor non-HUD funds may be used for conducting interventions, remediation, rehabilitation, renovation or other activities that would physically alter any structure or property in any way. Refer to 24 CFR 58.34(a) for a list of exempt activities.

4. Amendments

This grant may be modified at any time by written amendment. Amendments, which reflect the rights and obligations of either party, shall be executed by both HUD (the Grant Officer) and the Grantee. Administrative amendments, such as changes in appropriation data, may be issued unilaterally by the Grant Officer.

5. Amount of Cost Share (Estimated Cost And Payment – Leveraging) (See Block 14 of form HUD-1044)

The estimated cost for the performance of this grant is the “**Total Instrument Amount**”.

The Grantee shall be reimbursed by HUD for costs incurred in the performance of this grant. HUD shall not be obligated to reimburse the Grantee in excess of the “**Total HUD Amount**”. HUD reserves the right to withhold five-percent (5%) of the Federal grant amount pending the receipt and approval of a final progress report. See clause entitled “Final Report” for

more information. The proposed contribution to supplement HUD funds is the "Recipient Amount." The Grantee agrees to bear without reimbursement by HUD the "Recipient Amount" of the total costs. The Grantee is not obligated to contribute more than the "Recipient Amount". However, the Grantee shall be solely responsible for any costs in excess of the estimated cost of the "Total Instrument Amount".

The Grantee must satisfy all leveraging requirements in the NOFA. If the Grantee's actual leveraging contribution is less than "Recipient Amount" under Block 14 of the HUD 1044, the Government reserves the right to negotiate new line items and/or amounts to satisfy the Grantee's leveraged funds requirement, or to reduce the Government's share proportionally. The Grantee shall notify the Government at any time it believes it will not meet its leveraged funds requirement by the completion of the grant. If the Grantee exceeds the leveraged amount, there will be no impact on the Federal share. HUD reserves the right to withhold payments if leveraged funds are not spent.

Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line Of Credit Control System (LOCCS)."

HUD reserves the right to withhold payment if leveraged resources are not spent.

6. Budget

The Grantee shall incur costs in conformance with the original or negotiated budget, presented with the proposal for this grant. The Grantee shall not commingle any funds computed under this grant with any other existing or future operating accounts held by the Grantee.

If the Grantee has been contacted to submit documents to support the application that were not received prior to the execution of this grant, the Grantee will not be allowed to draw down funds in excess of 10% of the federal amount, until such time that the requirements have been met. HUD reserves the right to terminate an award if the required documents are not provided within 1 month from the date the written request was made.

Standard Form 425, Federal Financial Report (24 CFR Part 84.52 and/or 85.52), detailing leveraged funds or in-kind contributions shall be submitted on a bi-annual basis. As part of the closeout process a final narrative and a final Standard Form 425 detailing the progress made in achieving the purpose of the grant and adequate documentation of the total federal funds expended in support of the activities to achieve this purpose are due to the GTR 90 days after the end of the period of performance (See clause entitled "Closeout").

The Federal Financial Report (Standard Form 425) shall be submitted on a bi-annual basis and is due 30 days after the reporting period.

7. Central Contractor Registration (CCR)

Recipients and their first-tier sub-recipients must maintain current registrations in the Central Contractor Registration (www.ccr.gov) at all times during which they have active federal awards.

8. Certifications and Assurances

The certifications and assurances submitted in the Grantee's application are hereby incorporated into this agreement. They include:

- a. Standard Form 424 or HUD 424, Application for Federal Assistance
- b. Certification and Disclosure Form Regarding Lobbying (SF-LLL)
- c. Applicant/Recipient Disclosure Update Report (HUD-2880)
- d. Certification Regarding Parties Excluded From Procurements
- e. Certification Prohibiting Excessive Force Against Non-Violent Civil Rights Demonstrators
- f. Certification/Disclosure Regarding federal Debt
- g. Certification Regarding a Drug-Free Workplace
- h. Codes of Conduct and Conflict of Interest

A grantee must notify the GTR of any changes in the status or information on the above items.

9. Changes

In accordance with 24 CFR 85.30 or 84.25, as applicable, Grantees or sub-grantees must obtain the prior approval of the awarding agency whenever any programmatic changes are anticipated, including but not limited to the following:

- a) Any revision of the scope or objectives of the project (regardless of whether there is an associated budget revision requiring prior approval).
- b) Budget revisions that are 10% or more of the total HUD amount among direct cost categories, or, if applicable, among separately budgeted programs, projects, functions, or activities which exceed or are expected to exceed 10% of the current total approved budget, whenever the awarding agency's share exceeds \$100,000.
- c) Changes in key persons in cases where specified in an application or a grant award. In research projects, a change in the project director or principal investigator shall always require approval unless waived by the awarding agency.
- d) Under non-construction projects, contracting out, subgranting (if authorized by law) or otherwise obtaining the services of a third party to perform activities, which are central to the purposes of the award.

10. Closeout

The Grantee shall provide the Grant Officer with closeout documentation 90 days after to the end of the performance period, consisting of the following five elements:

- Narrative Final Report summarizing activities conducted under the award, including significant outcomes resulting from the activities and problems encountered during the performance period;
- Federal Financial Report (SF-425) of the total Federal Funds expended;
- Completed Inventions, Patents, and Copyright Statement; and
- Completed Closeout Certification.

HUD will notify the Grantee in writing when the grant is closed. The Grantee has three areas of continuing responsibility after closeout of the grant:

- Records and materials must be kept in a safe place and be accessible to auditors and other government officials for three years after the grantee and all subgrantees/subcontractors make final payments and all other pending matters are closed. (If the grant is covered by 24 CFR Part 84, see related record retention requirements in 24 CFR 84.85(c)(2).) This requirement also extends to all subcontracts the Grantee has executed.
- Accountability for property continues as long as the Grantee holds the property, or for the period of time established by the agreement. Disposal of property must be in accordance with the rules established in the Property Management Standards referred to in the award. Program income, including royalties, must be used to support eligible activities.
- Notification to the Grant Officer if, at any time during the three-year period after project completion, the Grantee organization is discontinued or changes location. The Grant Officer should be notified immediately of the new address or the address of the party retaining all records.

11. Collection Of Data

Collection of data from ten or more respondents and sponsored by HUD shall be subject to the Paperwork Reduction Act (44 U.S.C. 3501– 3520). If a survey instrument for a collection of data sponsored by HUD is proposed, it will be subject to review and approval by the Office of Management and Budget (OMB). Such review and approval must be obtained prior to the use of the survey instrument. Also, a time element is involved here, which may considerably lengthen the time required for completion of the project proposed. Careful consideration should be given to any proposal, which requires the use of a survey or other information collection sponsored by HUD. The collection of data is deemed to be sponsored by HUD only under the following conditions (5 CFR 1320.3):

- a) The Grantee is conducting the collection of information at the specific request of HUD; or

- b) The terms and conditions of the grant require specific approval by HUD of the collection of information or collection procedures. Note that if the Grantee decides on its own to collect information and it does not need HUD approval to do so, then HUD is not the "sponsor" of the information collection.

12. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) (Transparency Act)

Applicants receiving an award from HUD should be aware of the requirements of the Transparency Act. The Transparency Act requires the establishment of a central website that makes information available to the public regarding entities receiving federal financial assistance, by not later than January 1, 2008. In fulfillment of the requirements of the Act, OMB launched <http://www.USAspending.gov> in December 2007. The website makes information available to the public on the direct awards made by the federal government. The Transparency Act also requires, beginning not later than January 2009, that data on subawards be made available on the same website.

In anticipation of the implementation of this requirement, HUD is placing awardees of its FY2010 competitive funding on notice of these requirements and that, once implemented, grantees will be required to report their subaward data to HUD or a central federal database. The only exceptions to this requirement under the Transparency Act are:

- 1) Federal transactions below \$25,000;
- 2) Credit card transactions prior to October 1, 2008;
- 3) Awards to entities that demonstrate to the Director of OMB that the gross income of such entity from all sources did not exceed \$300,000 in the previous tax year of such entity; and
- 4) Awards to individuals. Guidance for receiving an exception under item (3) above has not been finalized by OMB.

HUD is responsible for placing award information for direct grantees on the government website. The reporting of subaward data is the responsibility of the grantee. Grantees should be aware that the law requires the information provided on the federal website to include the following elements related to all subaward transactions, except as noted above:

- 1) The name of the entity receiving the award;
- 2) The amount of the award;
- 3) Information on the award, including the transaction type, funding agency, the North American Industry Classification System (NAICS) code or Catalog of Federal Domestic Assistance (CFDA) number (where applicable), program source, and an award title descriptive of the purpose of each funding action;
- 4) The location of the entity receiving the award and primary location of performance under the award, including the city, state, congressional district, and country;

- 5) A unique identifier of the entity receiving the award and of the parent entity of the recipient (the DUNS number), should the entity be owned by another entity; and
- 6) Any other relevant information specified by OMB.

13. Conduct of Work

During the effective period of this grant, the GTR and/or the GTM identified in Block 9 of the HUD-1044 shall be responsible for monitoring the technical effort of the Grantee, unless the Grantee is notified in writing by the Grant Officer of a replacement.

Only the Grant Officer has the authority to authorize deviations from this grant, including deviations from the Work Plan. In the event the Grantee does deviate without written approval of the Grant Officer, such deviation shall be at the risk of, and any costs related thereto shall be borne by, the Grantee.

14. Confidentiality

The service provider (e.g., the Grantee and any subgrantees, subcontractors or vendors) must maintain confidential files on individual program beneficiaries served. Recipient staff must keep paper files in a locked filing cabinet and protect all electronic files related to individual beneficiaries with a personal password.

The service providers shall maintain primary access to individual beneficiary files. Other project management staff may have access to these files only if they contain a "release of information" consent form signed by the individual beneficiary. A release of information form must clearly indicate which parties may have access to an individual beneficiary's file. Such parties might include the management staff and HUD staff. Recipient staff must only share individual beneficiary files with those parties listed on the signed form. If an individual beneficiary has not signed the consent form the parties listed may not read that individual beneficiary's file.

These categories serve as guidelines to recipient staff and management staff. The recipient must determine if the individual beneficiary's confidential information will significantly affect the safety and security of that individual or the recipient organization itself.

15. Contact Information Updates

The Grantee shall inform the Grant Officer and GTR of any changes in contact information, including the organization's name, address, telephone, e-mail, and key personnel.

16. Copyrights

HUD reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for Federal government purposes: (a) the copyright in any work developed under this award, sub-award, or contract awarded under this

grant; and (b) any rights of copyright to which a Grantee or sub-grantee or a contractor purchases ownership with award funds.

17. Default and Disputes

The Grantee is in default if one or more of the following occurs:

1. Any use of award agreement funds for a purpose other than as authorized by this Agreement;
2. Any material noncompliance with Federal, State, or local laws or regulations as determined by HUD;
3. Any other material breach of this award agreement, or
4. Any misrepresentation in the application submissions which, if known to HUD, would have resulted in this award not being provided.
5. Failure to meet any reporting requirement.

If HUD determines preliminarily that the recipient is in default as described in items 1-5, above, HUD will give the recipient notice of this determination and the corrective or remedial action proposed by HUD. The recipient shall have an opportunity to demonstrate, within the time prescribed by HUD (not to exceed 30 days from the date of the notice), and on the basis of facts and data, that it is not in default, or that the proposed corrective or remedial action is inappropriate, before HUD implements the corrective or remedial action.

Where HUD determines that corrective or remedial actions by the recipient have not been undertaken as instructed, or will not be effective to correct the default and to prevent further default, HUD may take the following additional corrective and remedial actions under this award agreement:

1. Reduce the award in the amount affected by the default.
2. Take action against the recipient under 24 CFR Part 24 and Executive Order 12549 with respect to future HUD or Federal grant awards.
3. Demand repayment of all award amounts.
4. Initiate litigation or other legal proceedings designed to require compliance with the statute, regulations, any terms or conditions of this award agreement, or other pertinent authorities.
5. Temporarily withhold cash payments pending correction of the deficiency by the grantee or subgrantee.
6. Withhold further payments.
7. Take any other remedial action legally available.

During performance of the grant, disagreements may arise between the Grantee and the Grant Officer on various issues. If a dispute concerning a question of fact arises, the Grant Officer shall prepare a final decision, taking into account all facts and documentation presented. The decision shall be mailed to the Grantee. The Grantee may appeal the decision in writing within thirty (30) days to the Deputy Secretary of HUD, or his or her designated representative,

the Director, Office of Sustainable Housing and Communities.

Failure to comply with the requirements established in the award and these provisions, including failure to submit reports on time and in accordance with the requirements contained in these provisions, may result in HUD taking action to limit access to program funds. Actions by HUD may include, but are not limited to: requiring that reports and financial statements be submitted to the Grant Officer/GTR for approval before drawing down any funds; removing the Grantee from the eLOCCS; suspending the ability to incur costs or draw funds; and/or suspending or terminating the Grant for non-performance.

HUD may, on reasonable notice to the Grantee, temporarily suspend the award and withhold further payments pending corrective action by the Grantee. The award may be terminated in whole or in part before the end of the performance period for cause when the Grantee has failed to comply with the terms, conditions, standards, or provisions of this award. The award may be terminated for convenience when both parties agree that the continuation of the award would not produce beneficial results.

18. Deliverable Products

During the performance period, the recipient is required to submit to the GTR Official Work Products. These include but are not limited to progress reports; financial reports, closeout documentation; products specified in the Work Plans, such as reports for HUD and the public on activities conducted and results achieved, etc. Failure to submit required documents on time may cause the Grant Officer to take action to suspend or terminate the award.

19. Equipment

When acquiring equipment, the Grantee shall comply with the requirements set forth in 24 CFR 84.34 or 24 CFR 85.32, whichever is applicable, OMB Circular A-87 (2 CFR Part 225), and OMB Circular A-122 (2 CFR Part 230).

20. Estimated Cost and Payment - Line Of Credit Control System (LOCCS/eLOCCS)

The Grantee shall be reimbursed for costs incurred in the performance of work under this grant in an amount not-to-exceed "**Total HUD Amount**" in Block 14 of the HUD 1044. In the event the Grantee incurs cost in excess of this amount, the excess shall be borne entirely by the Grantee.

Incurred costs shall be reimbursed through HUD's Line of Credit Control System (LOCCS) using the eLOCCS web based system. Each day LOCCS generates a payment tape for the Department of the Treasury, which disburses the payments via the Automated Clearinghouse (ACH) Payment System and a Voucher and Schedule of Payments. All payments are certified by HUD and forwarded to Treasury for processing.

Before receiving funds from the eLOCCS, the Grantee must designate a financial institution for HUD to make direct deposit payments through the ACH system. In the event the Grantee, during the performance of this grant, elects to designate a different financial institution for the receipt of any payments, notification of such change and the related information must be received by the Grant Officer 30 days prior to the date such change is to become effective.

To have access to LOCCS and the eLOCCS, the Grantee shall obtain a Security ID and Password from HUD's LOCCS Security Officer, using the form HUD-27054, LOCCS Voice Response /eLOCCS Access Authorization Form.

The Grantee shall submit the original vouchers for work performed to the GTR identified in Block 9 of the form HUD-1044. The voucher shall be supported by a detailed breakdown of the cost(s) claimed (Grantees are to use the Part 3 Financial Reporting Attachment included in Policy Guidance 2001-03). In order to assure proper payment, it is important that the voucher is in accordance with the payment amount requested through the eLOCCS. Payment requires the Grantee to go to eLOCCS and provide the Security ID number and requested information. Detailed instructions for using the LOCCS/eLOCCS were provided in HUD's Transmittal Letter for your award.

Funds advanced to the Grantee shall be maintained in an interest bearing account. Any interest earned by the Grantee as a result of the advanced funds shall be promptly returned to HUD.

All check remittances should be sent to the new Miscellaneous Lockbox as follows:

Bank of America
DHUD P.O. Box 277303
Atlanta, GA 30384-7303

If the Grantee is a State, local government or Indian Tribe, the Grantee may retain up to \$100.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 85.21).

If the Grantee is a University, non-profit or for profit organization, the Grantee may retain up to \$250.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 84.22).

State universities and hospitals shall comply with the Cash Management Improvement Act (CMIA), as it pertains to interest.

Other funds due to HUD after the end date of the grant or close-out, as a result of internal audit or other reasons, will be returned to the GTR identified in Block 9 of the form HUD-1044 of this grant.

Should the Grantee demonstrate an unwillingness or inability to establish procedures that will minimize the time elapsing between advances and disbursements, or fail to provide any

required progress report in a timely manner, the authorization for advance payments may be revoked. The Grantee may then be required to finance the project with its own working capital and payment to the Grantee may be made by Treasury check to reimburse it for actual cash disbursements that are approved by the GTR.

21. Environmental Review

This Environmental Review section applies to grantees that will conduct site control or land acquisition (Category 2- Detailed Execution Plans and Programs), as described in the NOFA.

Activities that involve site control or acquisition are subject to HUD environmental review under 24 CFR Part 50. For projects involving these activities, HUD's notification of award constituted only a preliminary approval by HUD subject to the completion of an environmental review of the proposed site(s). Selection for participation and the execution of this Agreement do not constitute approval of the proposed site(s). Each proposal involving site control or acquisition is subject to a HUD environmental review, and the Grantee's proposal may be modified or the proposed sites rejected as a result of that review.

The Grantee shall not acquire, rehabilitate, demolish, convert, lease, repair, or construct property, nor commit or expend HUD or local funds for these program activities with respect to any eligible property, until HUD approval of the property is received. An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the option agreement is subject to a determination by HUD on the desirability of the property for the project as a result of the completion of the HUD environmental review and the cost of the option is a nominal portion of the purchase price.

The Grantee shall assist HUD in complying with 24 CFR Part 50; shall supply HUD with all available, relevant information necessary for HUD to perform an environmental review for each property, as requested by HUD; and, shall carry out mitigating measures required by HUD or select alternate eligible property if required by HUD..

22. Fair Housing and Civil Rights Laws

- a) The Grantee represents, warrants, and certifies to HUD that it shall comply with all applicable Federal statutes, regulations, and requirements relating to non-discrimination and equal opportunity identified in HUD's regulations at 24 CFR § 5.105(a), and assure such compliance of any of its sub-grantees under this Agreement, including the following:
 1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d-2000d-4) and implementing regulations at 24 CFR part 1, Nondiscrimination in Federally Assisted Programs of the Department of Housing and Urban Development - Effectuation of Title VI of the Civil Rights Act of 1964;

2. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681:1683, 1685:1688) and implementing regulations at 24 CFR part 3, Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance;
 3. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) and implementing regulations at 24 CFR part 8, Nondiscrimination Based on Handicap in Federally Assisted Programs and Activities of the Department of Housing and Urban Development;
 4. Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 *et seq.*) and implementing regulations at 28 CFR part 35;
 5. The Fair Housing Act (42 U.S.C. §§ 3601-19) and implementing regulations at 24 CFR Part 100, Discriminatory Conduct Under the Fair Housing Act;
 6. Executive Order 11063, as amended by Executive Order 12259, and implementing regulations at 24 CFR part 107, Nondiscrimination and Equal Opportunity in Housing Under Executive Order 11063; and
 7. The Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-6107) and implementing regulations at 24 CFR part 146, Nondiscrimination on the Basis of Age in HUD Programs or Activities Receiving Federal Financial Assistance.
- b) The Grantee represents, warrants, and certifies to HUD that it shall administer its grant in a manner that affirmatively furthers fair housing and that, at a minimum, it shall carry out all actions to affirmatively further fair housing as proposed in its application for financial assistance under the Sustainable Communities Initiative Grant Programs.
- c) The Grantee represents, warrants, and certifies to HUD that it shall ensure that employment, contracting, and other economic opportunities generated by the Sustainable Communities Initiative Grant Programs shall, to the greatest extent feasible, be directed to low- and very low-income persons pursuant to Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and HUD's implementing regulations at 24 CFR part 135.
- d) Grantees are required to cooperate and assist HUD in its nondiscrimination and equal opportunity compliance activities and are required to maintain and submit racial, ethnic, disability, and other demographic data pursuant to HUD's nondiscrimination and equal opportunity regulations including those at 24 CFR §§ 1.6, 8.55, 107.30, and 121.2.

23. Flow Down Provisions

If the Grantee contracts or subawards funds under this agreement with a person or entity to perform work under this award, the Grantee shall include in the contract or subaward agreement such provisions as may be necessary to ensure that all contractors and subgrantees comply with the requirements of the grant and reporting provisions as set forth in these terms and conditions or as established by HUD and the Office of Management and Budget (OMB)

The Terms and Conditions of this agreement flow down to all tiers of subgrantees. First tier subgrantees are required to obtain a DUNS numbers (or update its existing DUNS record), and register with the Central Contractor Registration (CCR; www.ccr.gov) no later than 120 days after execution of this agreement.

24. HUD's Right to Audit and Disallow and Recover Funds

The government reserves the right to seek recovery of any funds that were not expended in accordance with the requirements or conditions of this agreement based upon HUD review, the final audit, or any other special audits or reviews undertaken. HUD has the right to order a special audit, even if the Grantee's auditor or a cognizant agency has already conducted one.

25. HUD's SUBSTANTIAL INVOLVEMENT

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:
Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to bi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

26. Incurrence of Costs

The Grantee is allowed to incur costs for activities beginning the effective date of the award as stated on the HUD-1044 under period of performance. Any costs incurred before the date are not allowable unless specifically authorized in writing by the Grant Officer or GTR.

At a minimum, grantees are required to drawdown funds on a quarterly basis. An e-LOCCS Request Voucher for Grant Payment (HUD form 27053) must be used to be reimbursed for award funds. Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line of Credit Control System (LOCCS)."

27. Indirect Costs

For grantees without a federally approved indirect cost rate, a provisional indirect cost rate, pending establishment of a final rate, will be applied to this grant. Reimbursement will be made on the basis of the provisional rate. By accepting this agreement, the Grantee agrees to bill at the provisional indirect cost rate until an approved indirect rate agreement becomes effective. Adjustments will be made from the provisional rate to the final rate. However, such adjustments must be within the total amount of the award as stated in Block #15 of the HUD-1044.

28. Inspection and Acceptance

Inspection, review, correction, and acceptance of all deliverables under this award shall be the responsibility of the GTR. The GTR may receive recommendations from assigned GTMs.

29. Inspector General Referrals

The Grantee or any subgrantee, subcontractor or other sub-recipient awarded funds shall promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds.

30. Limitation on Consultant Payments

Per the requirements of the NOFA, federal funds may not be used to pay or to provide reimbursement for payment of the salary of a consultant, whether retained by the federal Government or the Grantee, at a rate more than the equivalent of General Schedule 15, Step 10 base pay rate. See the Office of Personnel Management Website, www.opm.gov, and its Salaries and Wages link for the current base rate, which may be lower than the local rate.

31. Limitation on Payments to Influence Certain Federal Transactions

Section 1352 of Title 31 of the U.S. Code provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

32. Lobbying Activities Prohibition

The Grantee is subject to the provisions of section 319 of the Department of Interior and Related Agencies Appropriation Act for Fiscal Year 1991, 31 U.S.C. 1352 (the Byrd Amendment), implemented in HUD regulations at 24 CFR Part 87 and to the provisions of the Lobbying Disclosure Act of 1995, P.L. 104-65 (December 19, 1995).

33. Management and Work Plan

The management and work plan, deliverables and budget revisions shall comply with the requirements established by the NOFA. The Grantee shall complete and submit a detailed management and work plan within 60 days after the effective date of the grant; this plan is subject to review and approval by HUD. The revisions to the general plan submitted in the proposal shall include any negotiated changes of the work plan or budget if applicable. The plan shall be developed according to the instructions that will be provided by the GTR.

The management and work plan consist of the goals and time-phased objectives and deliverables for each of the major tasks to be undertaken by the program. A revised budget, in accordance with the final negotiation, shall be submitted (if necessary).

34. Monitoring

The responsible Departmental official, GTR, or designee may review and monitor the practices of the Grantee to determine whether it is in compliance with this Agreement or other requirements that arise as a result of the Grant Award. The GTR will also provide performance monitoring by tracking Grantee's progress in meeting the goals and objectives of the program.

35. Order of Precedence

In the event of any inconsistency among any provisions of this grant, the following order of precedence shall apply:

- a) HUD 1044 Cooperative Agreement
- b) NOFA
- c) Management and Work Plan.
- d) Uniform Administrative Requirements.
- e) Grantee's Proposal (if incorporated)

36. Patent Rights (Small Business Firms And Nonprofit Organizations)

Patent rights are as specified in 37 CFR Part 401, entitled "Rights to Inventions made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts and Cooperative Agreements." Inquiries regarding this Patent Rights clause should be in writing and directed to:

Grant Officer
Office of Sustainable Housing and Communities
U.S. Department of Housing and Urban Development
451 Seventh Street SW, Room 10180
Washington, DC 20410-3000

37. Period of Performance and Extensions and Incurring Costs or Obligating Federal Funds Beyond the Expiration Date

a) The Grantee shall provide all services stipulated in this cooperative agreement for the period of months specified in the form HUD 1044, "Assistance Award/Amendment," or its Continuation Sheet, from the effective date stipulated in Block #5 of the HUD 1044. Grantees are to comply with the requirements of 24 CFR 84.28 or 24 CFR 85.23 (Period of availability of funds), as applicable, in charging costs to the grant. All obligations incurred under the award must be liquidated within the period of performance.

b) The Grantee shall not incur costs or obligate federal funds for any purpose pertaining to the operation of the project or program, 30 days prior to the end of the period of performance. The only costs which are authorized during the last 30 days of the period of performance are those strictly associated with closeout activities. Closeout activities are normally limited to the preparation of final progress, financial, and required project audit reports unless otherwise approved in writing by the Grant Officer.

The Office of Sustainable Housing and Communities has no obligation to provide any additional prospective funding. Any amendment of the award to increase funding is at the sole discretion of that Office.

38. Personnel

The personnel, specified as key personnel in the original or amended HUD form 2010 (Rating Factor Form), Factor 1, Capacity of the Applicant and Relevant Organizational Experience, are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified individuals to other work, the Grantee shall notify the Grant Officer and GTR reasonably in advance in writing and shall submit justification (including proposed substitutions (with the qualifications and experience of the substitute personnel)) in sufficient detail to permit evaluation of the impact on the work effort. No diversion shall be made by the Grantee without the written consent of the Grant Officer.

39. Profit/Fee

No increment above cost, fee, or profit may be paid to the Grantee or any subgrantee under this award.

40. Program Income

Any program income derived as a result of this award shall be added to funds committed under the award to further activities eligible for assistance under this agreement. If not contained in the Work Plan or under Special Conditions itemized in these provisions, prior to using program income to further the objectives of the grant program, the parties shall mutually agree by written amendment on the use of program income. Program income received after the period of performance must be used to further the objectives of the applicable grant program for which this grant is awarded in accordance with 24 CFR 84.24 or 85.25, as applicable.

41. Prohibited Use of Funds

You may not use funds for the following ineligible activities:

- (a) Ineligible administrative activities under OMB Circular A-102 (24 CFR Part 85), Grants and Cooperative Agreements with States and Local Governments; OMB Circular A-110 (2 CFR Part 215) Uniform Administrative Requirements for Grants and Cooperative Agreement with Institutions of Higher Education, Hospitals and other Non-Profit Organizations;
- (b) Ineligible costs under OMB Circular A-87 (2 CFR Part 225), Cost Principles for State and Local and Indian Tribal Governments; and OMB Circular A-122 (2 CFR Part 230), Cost Principles for Non-Profit Organizations;
- (c) Developing plans that would assist business or industry to relocate to an area to the detriment of communities where the business or industry is currently located. This funding restriction does not apply to businesses that are displaced as a result of Category 2 projects. The requirements of the Uniform Relocation Assistance and Real

Property Acquisition Policies Act of 1970 (42 U.S.C. 4601) (codified at 49 CFR Part 24) cover any person who moves permanently from real property or moves personal property from real property as a result of direct acquisition, rehabilitation, or demolition for a program or project receiving HUD assistance (See the General Section).

- (d) Substitution of Sustainable Communities funds for funding already pledged to support community development; housing; watershed, air and water quality; transportation planning; food production and distribution planning; and other planning activities eligible under the sustainable communities planning program.

42. Publications and News Releases and Social Media

The results of work conducted under the award may be made available to the public through dedication, assignment by HUD, or other means, as HUD shall determine.

All interim and final reports and any other specified deliverables shall be owned by the government and held for the benefit of the public which shall include Grantee and Grantee's sub-recipients.

Interim and final reports (including, if applicable, scientific manuscripts) may not be published by the Grantee or any sub-recipients participating in the work for a period of sixty days after acceptance of the deliverables by the GTR.

All deliverables, or any part thereof, and any independent products and special products arising from this award, when published by the Grantee or other participants in the work shall contain the following acknowledgment and disclaimer:

The work that provided the basis for this publication was supported by funding under an award with the U.S. Department of Housing and Urban Development. The substance and findings of the work are dedicated to the public. The author and publisher are solely responsible for the accuracy of the statements and interpretations contained in this publication. Such interpretations do not necessarily reflect the views of the Government."

Copies of all press releases, formal announcements, and other planned, written issuances containing news or information concerning work products or activities of this award that may be made by the Grantee or its staff, or any sub-grantee or other person or organization participating in the work of the award, shall, be provided to the GTR for review and comment before the planned release. Whenever possible, these should be provided to the GTR for review and comment at least two weeks before the planned release, but in no event simultaneously with the release.

The use of Social Media, such as web feeds, wikis, blogs, photo and video-sharing, podcasts, and microblogs is acceptable under OSHC grant programs. Information to be released

through Social Media must be provided to the GTR for review and comment at least 2 business days before the planned release.

43. Reporting

a) Deliverables

The Grantee shall include a schedule listing all significant project milestones, and dates for submission of all project deliverables including biannual project reports, interim reports where appropriate, the final report, and financial reports utilizing Standard Form 425, the Federal Financial Report. Upon approval of the Work Plan, the Grantee should ensure all deliverables identified in the Work Plan are delivered on time.

b) Bi-Annual Progress Reports

A template to be used in the preparation of each biannual report will be provided by HUD after grant award. Bi-annual reports must reflect activities undertaken, obstacles encountered and solutions achieved, and accomplishments. Contracts, training materials and protocols, rosters of persons trained, outreach and educational materials prepared, and other significant products developed to implement, analyze or control the project or disseminate information are to be submitted with the biannual reports as attachments.

Grantees shall submit reports as specified in this clause. The reports submitted to HUD require the submission of a work plan with specific, time phased, and realistic goals, objectives established. Bi-annual status reports that show progress and measure performance of the program in meeting approved work plan goals, objectives are to be submitted.

Grantees are advised that failure to submit timely biannual progress reports will result in not having their "eLOCCS Request Voucher for Grant Payment" processed and also may result in a low performance rating, which could result in grant termination. Reports are due 30 days after the reporting period.

c) Required Reports

- Grantees are required to submit biannual progress reports. Reporting requirements are specified in the Notice of Funding Availability and these Terms and Conditions. In case of conflict, the more-stringent provisions apply.
- Economic Opportunities for Low- and Very Low-Income Persons (Section 3). The HUD Form 60002, Economic Opportunities for Low- and Very Low-Income Persons (Section 3) must be submitted by January 10th, and yearly thereafter.
- Federal Financial Report (Standard Form 425)

d) Final Report

A final report shall be submitted. The final report shall summarize the applicant's plans, execution of the plans, achievements noted, and lessons learned. The report need not be lengthy, but should be of a quality and detail to provide freestanding description to any outside reader of all of the applicant's work and achievement under the grant. See clause entitled "Closeout" for the specific elements to be included with your final report. Specific and detailed guidance on preparing the forms and the narratives may be obtained from the GTR.

44. Reproduction of Reports**BRANCH PROCUREMENT OF CERTAIN KINDS OF PRINTING; "PRINTING" DEFINED**

Pub. L. 102-392, title II, Sec. 207(a), Oct. 6, 1992, 106 Stat. 1719, as amended by Pub. L. 103-283, title II, Sec. 207, July 22, 1994, 108 Stat. 1440; Pub. L. 104-201, div. A, title XI, Sec. 1112(e)(1), Sept. 23, 1996, 110 Stat. 2683, provided that:

- 1) None of the funds appropriated for any fiscal year may be obligated or expended by any entity of the executive branch for the procurement of any printing related to the production of Government publications (including printed forms), unless such procurement is by or through the Government Printing Office.
- 2) Paragraph (1) does not apply to (A) individual printing orders costing not more than \$1,000, if the work is not of a continuing or repetitive nature, and, as certified by the Public Printer, if the work is included in a class of work which cannot be provided more economically through the Government Printing Office, (B) printing for the Central Intelligence Agency, the Defense Intelligence Agency, National Imagery and Mapping Agency, or the National Security Agency, or (C) printing from other sources that is specifically authorized by law.

As used in this section, the term "printing" includes the processes of composition, platemaking, presswork, duplicating, silkscreen processes, binding, microform, and the end items of such processes.

45. Review of Deliverables

- a) Definition - For the purpose of this clause, "Deliverables" include:
 - 1) All interim and final reports;
 - 2) Survey instruments required by Work Plan, if applicable;
 - 3) Other physical materials and products produced directly under the Work Plan of this grant, if applicable; and
 - 4) In-kind and leverage commitments, if applicable.
- b) General

- 1) The GTR shall have the sole responsibility for HUD review, correction, and acceptance of the deliverables of this grant. Such review(s) shall be carried out promptly by the GTR, so as not to impede the work of the Grantee.
- 2) The Grantee shall carry out the required corrections, if any, provided by the GTR and shall promptly return a revised copy of the product to the GTR.
- 3) The basis for acceptance shall be the Grantee's good faith efforts to complete the deliverables of this grant.
- 4) The GTR's review, correction, and acceptance of deliverables shall be limited to: (i) corrections of omissions or errors of fact, methodology, or analysis; ii) deletion of irrelevant materials; and (iii) improvements in style readability.
- 5) In the review and acceptance of deliverables, the GTR may not require any change in the Grantee's stated views, opinions, or conclusions.
- 6) Should there be any disagreement between the Grantee and the GTR as to any correction, or the methodology or analysis on which any conclusion is based, the GTR may require the Grantee to insert a Government dissent(s) in the appropriate place(s). The inclusion of such dissent(s) in an Official Product of Work, otherwise found acceptable by GTR, and the return to the GTR of a revised copy containing the dissent(s), shall satisfy the requirements for acceptance of the Official Product of Work under this clause. Such dissent(s) shall not apply to any independent publication by the Grantee of Independent Products that may arise from the work or findings of this grant.

46. Scope of Services

The Grantee shall furnish the necessary personnel, materials, services, equipment, facilities (except as otherwise specified herein) and otherwise do all things necessary for or incidental to the performance of the work set forth in the original/revised application under the this NOFA, as well as the subsequent Management and Work Plan schedule.

47. Section 508 Compliance

Section 508 of the Rehabilitation Act of 1973 requires all Federal electronic and information technology to be accessible by people with disabilities. All Products of Work that will be posted on HUD's website must meet HUD's Web Publication Standards and Procedures at www.hud.gov/assist/webpolicies.cfm.

48. Single Audit Transparency Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Sub-recipients.

a) Uniform Administrative Requirements for Grants and Agreements" and OMB A-102 (24 CFR Part 85) Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of funds.

b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations," recipients agree to separately identify the expenditures for Federal awards on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133 (2 CFR Part 180).

c) Recipients agree to separately identify to each sub-recipient, and document at the time of sub-award and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of funds.

d) Recipients agree to require their sub-recipients to include on their SEFA. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office.

49. Special Conditions

Special Conditions to this award are listed in the form HUD-1044 Continuation Sheets.

50. Sub-recipient Monitoring and Management

Recipients will be responsible for the monitoring and management of all sub-recipient awards. Management and reporting requirements applied to direct recipients tier-down to employees, affiliates, sub-recipients, and subcontractors, and recipients will be responsible for ensuring compliance and submitting required reports to HUD. Recipients may incorporate all sub-recipient reporting into a consolidated report with the exception of the requirements established for compliance with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282) also known as FFATA or the Transparency Act.

51. Whistleblower Protection

Each grantee or sub-grantee awarded funds made available shall promptly refer to the HUD Office of Inspector General any credible evidence that a principal, employee, agent, contractor, sub-recipient, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds. Complaints can be made to the HUD Office of Inspector General through any of the following means:

Calling toll-free at 1-800-347-3735; persons who have hearing or speech disabilities may reach this number from the Federal Relay Service, at 1-800-877-8339.

Faxing at (202) 708-4829

E-mailing to hotline@hudoig.gov

Writing to HUD OIG Hotline (GFI), 451 7th Street, SW, Washington, DC 20410

Grant Application Detailed Budget Worksheet

Detailed Description of Budget													
5. Supplies and Materials (Items under \$5,000 Depreciated Value)	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income		
6a. Consumable Supplies													
Subtotal - Consumable Supplies			\$0										
6b. Non-Consumable Materials													
Subtotal - Non-Consumable Materials			\$0										
Total Supplies and Materials Cost			\$0										
6. Consultants (Type)													
	Days	Rate per Day	Estimated Cost										
7. Contracts and Sub-Grantees (List Individually)													
Village of Bellwood	1	\$33,690	\$33,690	\$0	\$33,690								
City of Berwyn	1	\$22,620	\$22,620	\$0	\$22,620								
Village of Marwood	1	\$47,342	\$47,342	\$0	\$47,342								
Village of Marwood	1	\$9,619	\$9,619	\$29,232	\$108,326								
Metropolitan Planning Council	1	\$132,568	\$132,568	\$60,000	\$0								
Metraquest - Computer Based public engagement survey tool	1	\$80,000	\$80,000	\$0	\$0								
Chicago Metropolitan Agency for Planning - TOD analysis	1	\$11,000	\$110,000	\$0	\$0	\$110,000							
Comprehensive Plan Consultants (Oak Park)	1	\$200,000	\$200,000	\$200,000	\$0								
Comprehensive Plan Consultants (Forest Park, Midwood, Bellwood)	3	\$100,000	\$300,000	\$0	\$300,000								
UIC Voorhees Center - Evaluation	1	\$50,000	\$50,000	\$0	\$0								
UIC Voorhees Center	1	\$7,530,118	\$7,530,118	\$2,272,651	\$5,257,467								
Metropolitan Mayors Caucus	1	\$10,260	\$10,260	\$0	\$10,260								
Neighborhood Housing Services	1	\$134,470	\$134,470	\$0	\$134,470								
Woodstock Institute	1	\$15,178	\$15,178	\$0	\$15,178								
Housing Action Illinois	1	\$8,548	\$8,548	\$0	\$8,548								
Oak Park Regional Housing Center	1	\$19,999	\$19,999	\$0	\$19,999								
RTA	1	\$5,000	\$5,000	\$0	\$5,000								
Center for Neighborhood Technology	1	\$6,903	\$6,903	\$0	\$6,903								
Total Subcontracts Cost			\$8,696,205	\$2,908,883	\$5,677,322	\$110,000	\$0	\$0	\$0	\$0	\$0		

Form HUD-424-CBW (2/2003)

Detailed Description of Budget

Grant Application Detailed Budget Worksheet

8. Construction Costs				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8a. Administrative and legal expenses				Quantity	Unit Cost	Estimated Cost					
Subtotal - Administrative and legal expenses						\$0					
8b. Land, structures, rights-of-way, appraisal, etc.				Quantity	Unit Cost	Estimated Cost					
Subtotal - Land, structures, rights-of-way, ...						\$0					
8c. Relocation expenses and payments				Quantity	Unit Cost	Estimated Cost					
Subtotal - Relocation expenses and payments						\$0					
8d. Architectural and engineering fees				Quantity	Unit Cost	Estimated Cost					
Subtotal - Architectural and engineering fees						\$0					
8e. Other architectural and engineering fees				Quantity	Unit Cost	Estimated Cost					
Subtotal - Other architectural and engineering fees						\$0					
Subtotal - Other architectural and engineering fees						\$0					

Form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

Detailed Description of Budget				HUD Share									
Quantity	Unit Cost	Estimated Cost		HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income		
Bk. Project Inspection fees													
		\$0											
		\$0											
		\$0											
Subtotal - Project Inspection fees				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bg. Site work													
		\$0											
		\$0											
		\$0											
Subtotal - Site work				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bh. Demolition and removal													
		\$0											
		\$0											
Subtotal - Demolition and removal				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bi. Construction													
		\$0											
		\$0											
		\$0											
Subtotal - Construction				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bj. Equipment													
		\$0											
		\$0											
		\$0											
Subtotal - Equipment				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bk. Contingencies													
		\$0											
		\$0											
		\$0											
Subtotal - Contingencies				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Bl. Miscellaneous													
		\$0											
		\$0											
		\$0											
Subtotal - Miscellaneous				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Total Construction Costs				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

Grant Application Detailed Budget Worksheet

Detailed Description of Budget		
Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1 Personnel (Direct Labor)	\$ 55,518.68	1%
2 Fringe Benefits	\$ 19,986.48	0%
3 Travel	\$ 7,389.00	0%
4 Equipment	\$ -	0%
5 Supplies and Materials	\$ -	0%
6 Consultants	\$ -	0%
7 Contracts and Sub-Grants	\$ 8,696,205.00	99%
8 Construction	\$ -	0%
9 Other Direct Costs	\$ -	0%
10 Indirect Costs	\$ -	0%
Total:	\$ 8,779,099.16	100%
HUD Share:	\$ 2,916,272.00	
Match: (as percentage of HUD Share)	\$ 5,752,825.00	197%

form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

CMB Approval No. 2604-0017
 form HUD-424-CBW (2/2003)
 (exp. 06/30/2011)

Item	Quantity	Unit Cost	Estimated Cost	FY05 State	FY05 HUD	FY05 Other	FY05 Total	FY06 State	FY06 HUD	FY06 Other	FY06 Total
Subtotal - Construction											
Housing Restoration Loan Fund (Illinois DCEO CDBG)	1	3,041,272.00	3,041,272		1,000,000		2,041,272				2,041,272
Policy Analysis and Dissemination	1	4,257,467.00	4,257,467		4,257,467		4,257,467				4,257,467
Total Construction Costs											
Total Other Direct Costs	1	20,000.00	20,000				20,000				20,000
Subtotal of Direct Costs											
Subtotal of Direct Costs							2,061,272				2,061,272
Subtotal of Indirect Costs											
Subtotal of Indirect Costs											
Total Estimated Costs (Subtotal Direct + Total Indirect)											
Total Estimated Costs							2,215,668				2,215,668
Subtotal - Equipment											
Occupancy & Office											
Occupancy & Office											
Total Indirect Costs											
Total Indirect Costs											
Total Estimated Costs (Subtotal Direct + Total Indirect)											
Total Estimated Costs							2,272,651				2,272,651



form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

Grant Application Detailed Budget Worksheet			
Detailed Description of Budget			
	Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1	Personnel (Direct Labor)	105,734	1.4%
2	Fringe Benefits	21,147	0.3%
3	Travel	1,010	0.0%
4	Equipment		0.0%
5	Supplies and Materials	1,303	0.0%
6	Consultants	-	0.0%
7	Contracts and Sub-Grantees	25,200	0.3%
8	Construction		0.0%
9	Other Direct Costs	7,318,739	97.2%
10	Indirect Costs	66,986	0.8%
	Total:	7,530,118	100.0%
	HUD Share:	2,272,661	30.18%
	Match:	5,257,457	69.82%

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

J(1)

Item Title:	Resolution Authorizing a Rehabilitation Loan and a Lead Hazard Reduction Grant: SFR-046
Resolution or Ordinance No.	_____
Date of Board Action:	June 4, 2012
Staff Review:	
Department Director Name:	 Tammie Grossman
Village Manager's Office:	 _____
Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):	
All loan and grant requests are reviewed by the Housing Programs Advisory Committee (HPAC) before they are presented for Board approval. This request was reviewed by HPAC on May 16, 2012 and recommended for approval.	
Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):	
Using CDBG funding, the Single-Family Housing Rehabilitation Program provides loans to low-and-very low-income owner/occupants single-family properties to correct documented or potential code violations and deficiencies, and to make general property improvements. There are two loan products to accomplish program goals: 1) Deferred-Payment Loan Program which makes no-interest loans of up to \$25,000, deferred for repayment for 20 years; and 2) Emergency Loan program which makes no-interest loans of up to \$5,000 per unit, deferred for repayment for 5 years, for correction of single emergencies, code violations of an emergency nature, or life-endangering circumstances. A contingency of at least 10% of the loan amount or up to \$5,000 is added into the principal on the loan to cover any unforeseen conditions, and is removed from the loan if not used.	
The primary eligibility criteria for all loans are: the household income must be within HUD income limits; adequate equity; primarily Code-related and basic repair work. For each eligible applicant, the Housing Program Division determines financial eligibility and inspects the property and prepares a detailed scope of work with a line by line item cost estimate. Using the scope of work, the homeowner invites Village pre-qualified contractors to bid on the project. The homeowner is responsible for picking the contractor. However, the accepted bid cannot be more than 10% above the cost estimate or more than 15% below the cost estimate.	
As of January 10, 2002, lead hazard reduction activities are required on any federally-funded housing rehabilitation project. Three levels of lead hazard procedures exist. For projects under \$5,000, the contractor must not create any hazards, including the creation of lead dust. For projects between \$5,001 and \$25,000, all deteriorated surfaces containing lead in the affected areas must be stabilized, and no new hazards created. For projects over \$25,001, lead hazards in the affected	

areas must be removed. Since the Village maximum loan amount is up to \$25,000 only interim controls to alleviate deteriorated lead based paint surfaces are required. The Village contracts with an Independent Lead Inspector to perform lead risk assessment for each property to identify all lead based paint surfaces. The Lead Inspector also provides the Village with a list of deteriorated surfaces that must be controlled. Using the Lead Inspection Report, staff develops specifications for the lead hazard reduction work which are incorporated into the scope of work. The successful contractor must either provide documentation that they have certified lead workers on staff or have a lead certified subcontractor that can handle the work. Any subcontractors must meet all Village eligibility requirements. CDBG Funds for the lead work are given to the property owner as a grant, following the model of the Cook County HOME Program.

Attached is a Resolution Authorizing a Rehabilitation Loan and a lead Hazard Reduction Grant for this 1-unit property located 1172 Highland Avenue.

SFR-046 is:

- 1) a \$22,000 rehab loan to the very low-income owner/occupant household of this property. The owner's income qualifies for a deferred-payment loan. This is the \$18,250 rehabilitation cost seen on the attached Bid Spread Sheet, plus a contingency to cover unforeseen problems which might arise during construction (\$3,750), total \$22,000. The mortgage amount is \$22,000. If the entire contingency is not used, an Amended Mortgage will be recorded on title for the exact amount of the loan.
- 2) a \$6,000 lead hazard reduction grant, seen on the attached Bid Spread Sheet. This grant is the \$5,000 lead hazard reduction cost plus a contingency of \$1,000. If the entire contingency is not used, the remainder will return to the grant fund balance account.

These sources of funding are the **CDBG revolving loan fund** (\$22,000) and the **CDBG Fund** (\$6,000), total \$28,000. The \$22,000 mortgage is deferred for repayment until transfer of title, or a date 20 years from the date of loan approval (June 4, 2032). (The mortgage and note are written in the amount of \$22,000, the \$18,250 principal plus the contingency of \$3,750.) The lead hazard reduction work is a grant made out of CDBG funds, which does not require repayment.

The scope of work is detailed on the attached Loan Summary Form, as well as more detailed information about this project. The owner meets all program eligibility requirements, including the three major criteria: income, equity, and eligible scope of work.

Bids were solicited from three contractors and three responded. The results can be seen on the attached Bid Summary Form. The accepted bid was within the approved range of the cost estimate prepared by staff.

Staff Commentary (If applicable or different than Commission):

This loan application was reviewed and approved by Housing Programs Division staff (Housing Programs Coordinator and Housing Programs Manager) and the Housing Programs Advisory Committee.

Item Budget Commentary: (Account #; Balance; Cost of contract)

Funding for the Village loan is from Fund 20, the CDBG Revolving Loan Fund. This loan will reduce the remaining \$175,001 loan balance, by \$22,000 (\$200,000 original budget amount from the

2012 budget), leaving a balance of \$153,001 (Account 2020-46206-357-585613).

Funding for the Village lead grant is from Fund 83, the Community Development Block Grant Fund. This grant will reduce the \$95,000 remaining budget amount for Lead Hazard Reduction grants (\$100,000 original budget amount from the 2012 budget) by \$6,000 leaving \$89,000. (Account 2083-46206-357-585612).

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

This program utilizes federal funds. The only expense to the Village is staff time for project administration. The program provides benefits to the Village in maintaining and improving our housing stock. If the funds are not awarded to individual recipients the Village will not meet its goals under these programs.

Proposed Recommended Action:

Approve the Resolution.

Not Yet Approved Minutes of
Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
May 16, 2012
7:00 pm - Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:26 pm.

ROLL CALL:

PRESENT: Steven Glass, Patrick Diakite, Meredith Morris and Tyrell Stewart

EXCUSED: Bill Berg, Meg Herman, Peggy LaFleur

STAFF PRESENT: Tammie Grossman, Housing Programs Manager; Jeff Richardson, Housing Programs Coordinator

REVIEW AND APPROVAL OF MEETING AGENDA: Chair Glass asked if there were any changes to the Agenda. No changes were noted. Agenda approved unanimously.

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Mr. Diakite to approve the minutes of May 2, 2012 as drafted, seconded by Ms. Morris and passed by unanimous voice vote.

Request for a Small Rental Property Rehab Loan and an Energy Improvement Loan, SRP-010: Mr. Richardson presented an over view of the loan request. He noted that the owner does not meet the equity requirement of the program guidelines. The committee discussed the reason for the equity requirement, which was included when the energy loans were to be repaid. Since the guidelines were amended to make the energy funds a forgivable loan, staff recommends that the equity requirement be eliminated. Action on this loan request was tabled until 5/16/12, when a motion to amend the guidelines for the Small Rental Rehab Program can be introduced.

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-046: Mr. Richardson presented an over view of the loan and grant request. A motion to approve the loan request was made by Mr. Diakite and seconded by Mr. Stewart:

ROLL CALL VOTE:	Bill Berg,	Absent
	Patrick Diakite	Aye
	Meg Herman	Absent
	Peggy LaFleur	Absent
	Meredith Morris	Aye

Tyrell Stewart Aye
Chair Glass Aye

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-047: Mr. Richardson presented an over view of the loan and grant request. A motion to approve the loan request was made by Ms. Morris and seconded by Mr. Stewart:

ROLL CALL VOTE: Bill Berg, Absent
 Patrick Diakite Aye
 Meg Herman Absent
 Peggy LaFleur Absent
 Meredith Morris Aye
 Tyrell Stewart Aye
 Chair Glass Aye

OTHER BUSINESS: Chair Glass reminded the committee that A Day in Our Village is Sunday, June 3, 2012. Chair Glass will be contacting the committee members to confirm times for staffing the HPAC booth. The next regular HPAC meeting is set for June 20, 2012.

ADJOURNMENT (voice vote): Meeting adjourned at 8:08 pm.

Respectfully submitted,
Tammie Grossman
Staff Liaison



Loan Summary

The Village of Oak Park
Housing Programs Division
123 Madison Street
Oak Park, Illinois 60302-4272

708.358.5410
Fax 708.358.5114
www.oak-park.us
housing@oak-park.us

Single Family Housing Rehabilitation Program

I. Identification Number: SFR-046

II. Project Cost:	Deferred Rehab Loan (Fund 83, CDBG Fund)	\$22,000
	Lead Hazard Reduction Grant (Fund 83, CDBG Fund)	\$ 6,000
	Total Project Cost	\$28,000

III. Loan/Mortgage Amount:	\$22,000 (\$18,250 + \$3,750 contingency)
First Mortgage:	none
Second Mortgage:	none
VOP Mortgage (this loan):	\$22,000
Post-Rehab Encumbrance:	\$22,000
Estimated Market Value/ Current Market Value:	\$213,400 (Cook County Assessor's estimate)
Post-Rehab Equity:	\$191,400 (89.69% equity)

IV. Obligations

Property Taxes:	Current \$2,653.49 paid 02-11-12 (1 st installment 2011 taxes) verified 05/11-12. No other taxes owed.
Water Bill:	Current

V. Housing Code Violations:

None.

VI. Use of Loan Funds:

The rehab loan will tear off the existing roofing and install a new roof. Damaged sheathing will be replaced. New gutters and downspouts will be installed, and the downspouts will be directed into the yard, rather than the combined sewer system. The sewer line will be rodded. The electrical service to the living room is not working; the problem will be identified and repaired. Eleven windows will be replaced. A new medicine cabinet and light fixture will be installed in the bathroom. New GFCI receptacles will be installed in the bathroom, kitchen, and the laundry area in the basement.

The lead grant will remove the eleven windows to be replaced, install a new gypsum board ceiling in the bathroom, stabilize and paint the attic and basement stairs and the rear porch door sill.

VII. Comments:

This is a one and one-half story frame bungalow owned and occupied by a single woman and her elderly mother. The homeowner is employed part time and the mother is retired. The household qualifies as very low-income.

A lead inspection and risk assessment were done before the start of specification writing. In accordance with federal requirements for projects with a rehab cost below \$24,999, interim controls will be used to address all lead paint hazards.

Equity meets the Program guideline requiring post-rehab equity of at least 15%. For purposes of determining equity, staff used the Assessor's estimated market value of \$213,400. With total debt of \$22,000 (the Village mortgage for \$22,000 being the only debt on the property), there will be 89.69% post-rehab equity. The Village's investment is protected.



Budget and Bid Evaluation

The Village of Oak Park 708.358.5410
 Housing Programs Division Fax 708.358.5114
 123 Madison Street www.oak-park.us
 Oak Park, Illinois 60302-4272 housing@oak-park.us

Single Family Housing Rehabilitation Loan Program

SFR - 046

Project

Marie Esquivel

Owner

1172 S. Highland Ave.

Address

Trade	Budget	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
		Moore Const.	WNUK Const.	IDLC Co.	Name	Name
1 - General Requirements	\$ 250.00	\$ -	\$ -	\$ 525.00	\$ -	\$ -
2 - Owner Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 - Volunteer Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 - Site Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 - Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - Concrete & Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 - Masonry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 - Metal Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 - Environmental Rehab	\$ 4,155.00	\$ 5,000.00	\$ 2,995.00	\$ 6,365.00	\$ -	\$ -
10 - Carpentry	\$ 5,800.00	\$ 5,900.00	\$ 5,320.00	\$ 5,320.00	\$ -	\$ -
15 - Roofing	\$ 14,025.00	\$ 8,400.00	\$ 10,680.00	\$ 13,450.00	\$ -	\$ -
16 - Conservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17 - Drywall & Plaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 - Ceramic Tile	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 - Paint & Wallpaper	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 - Floor Coverings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21 - HVAC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 - Plumbing	\$ 375.00	\$ 300.00	\$ 775.00	\$ 525.00	\$ -	\$ -
23 - Electrical	\$ 2,050.00	\$ 3,650.00	\$ 3,175.00	\$ 2,250.00	\$ -	\$ -
Total	\$ 26,655.00	\$ 23,250.00	\$ 22,945.00	\$ 28,435.00	\$ -	\$ -
10% Over	\$ 29,320.50					
15% Under	\$ 22,656.75					
Bid Range	\$ 22,656.75	TO	\$ 29,320.50			

RESOLUTION

AUTHORIZING A SINGLE FAMILY HOUSING REHABILITATION LOAN AND A LEAD HAZARD REDUCTION GRANT

SFR-046

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

SECTION I: Findings

a) The Village of Oak Park has allocated Community Development Block Grant funds in the current program year for rehabilitation loans and lead hazard reduction grants for privately owned 1-4 unit properties as part of its Single Family Housing Rehabilitation Loan/Grant Program. As of June 4, 2012, \$175,001 of those funds were available for such loans and \$95,000 of those funds were available for such grants.

b) The premises at 1172 Highland Avenue consist of a single family residence owned by Maria E. Esquivel, hereinafter referred to as "Owner(s)". The property is presently in need of rehabilitation as set forth in the project Work Description. The owner(s) are in need of rehabilitation and lead hazard reduction services pursuant to their application, approved by the Housing Programs Division of Community Planning and Development.

c) A copy of the Work Description for the premises is on file in the office of the Housing Programs Division along with the Owner's signed contract for the rehabilitation work with the selected Contractor. The total cost of this project is not expected to exceed a cost of \$28,000, which is the contract amount plus contingency. Any cost exceeding the Village rehabilitation loan will be paid by the Owner(s).

d) The Owner has requested i) a \$6,000 lead hazard reduction grant equaling the \$5,000 Lead Hazard Reduction Cost with a contingency of \$1,000; and ii) an interest-free, deferred-payment loan of up to \$22,000 equaling the \$18,250 Rehab Cost with a contingency of \$3,750 from Oak Park's Single Family Housing Rehabilitation Loan/Grant Program. This loan and grant shall be for the purposes of rehabilitating the property in accordance with the Work Description. The loan will be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

e) The application and property have been reviewed by the Housing Programs Advisory Committee which has determined that the applicant meets all of the guidelines of the Single-Family Housing Rehabilitation Loan/Grant Program including income eligibility, adequate equity, and eligible repairs.

SECTION II

a) That the Village Manager or his designee is authorized to execute an agreement with the Owner(s) setting forth the conditions of the rehabilitation project, a copy of which is attached hereto as Exhibit C;

b) That upon Owner's execution of a Mortgage, Note and Agreement, the Village Treasurer is authorized and directed to loan up to \$22,000 and grant up to \$6,000 in CDBG funds to Maria E. Esquivel for the purposes and on the terms set forth in the Findings, the loan to be evidenced by a note and secured by a mortgage on the subject property. The note and mortgage shall conform substantially to Exhibits A and B attached to this Resolution.

c) That if the entire approved amount of the rehab loan including contingency is not used, an Amendment to Mortgage and Amended Note will be prepared and executed to reflect the actual amount spent.

SECTION III

That the proceeds of the loan and grant shall be distributed only upon evidence that work has been satisfactorily performed on the premises to the extent of the draw and upon receipt of Mechanic's Lien waivers for labor and materials on the premises in the amount of the draw.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012.

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

MORTGAGE

PIN: 16-17-326-011-0000

THIS MORTGAGE is made this 4th day of June, 2012, between Maria E. Esquivel, herein referred to as "Mortgagor," and The Village of Oak Park, a municipal corporation herein referred to as "Mortgagee," under the following terms and conditions:

Mortgagors are justly indebted to the legal holder(s) of a principal promissory note, termed "Installment Note," bearing the same date as this Mortgage, executed by Mortgagors, in the principal sum of \$22,000 (Twenty-two Thousand and No/100 Dollars), made payable and delivered to The Village of Oak Park, by which Note the Mortgagors promise to pay the principal sum, and no interest except as follows: The principal shall be payable in full upon the earliest of the following occurrences or date:

1. The conveyance or transfer of any interest in the following described real estate by the mortgagor or the estate of the mortgagor;
2. June 4, 2032

provided that the principal, unless paid when due shall bear interest at 9% or the then highest rate permitted by law, whichever is lower. All of the principal and interest are to be paid at the office of the Finance Director, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302, or at such banking house or trust company as the Village may, from time to time, in writing appoint.

NOW THEREFORE, to secure the payment of the principal and interest in accordance with the terms, provisions and limitations of the Note and of this Mortgage, and the Mortgagor's performance of the covenants and agreements contained in this Mortgage, and also in consideration of the sum of One Dollar, the receipt of which is hereby acknowledged, Mortgagors CONVEY AND WARRANT to the Mortgagee, its successors and assigns, the following described Real Estate and all of their estate, right, title and interest therein, in the Village of Oak Park, COUNTY OF COOK AND STATE OF ILLINOIS, to wit:

Lot 81 in Biefield's Addition to South Ridgeland in the Southwest 1/4 of Section 17, Township 39 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois

which, with the property hereinafter described, is referred to herein as the "Premises"

Permanent Real Estate Index Number(s): 16-17-326-011-0000

Address(es) of Real Estate: 1172 Highland Avenue
Oak Park, Illinois 60304

TOGETHER with all improvements, tenements, easements, and appurtenances belonging to that land, and all rents, issues and profits for so long and during all such times as Mortgagors may be entitled to them (which rents, issues and profits are pledged primarily and on a parity with real estate and not secondarily), and all fixtures, apparatus, equipment or articles used to supply heat, gas, water, light, power, refrigeration and air conditioning (whether single units or centrally controlled), and ventilation, including (without restricting the foregoing), screens, window shades, awnings, storm doors and windows, floor coverings, inador beds, stoves and water heaters. All of the foregoing are declared and agreed to be a part of the mortgaged premises whether physically attached thereto or not. It is agreed that all buildings and additions and all similar or other apparatus, equipment or articles hereafter placed in the premises by Mortgagors or their successors or assigns shall be part of the mortgaged premises;

TO HAVE AND TO HOLD the Premises forever, for the purposes, and upon the uses and trusts set forth herein, free from all rights and benefits under and by virtue of the Homestead Exemption Laws of the State of Illinois, which rights and benefits Mortgagors expressly release and waive.

1. Mortgagors shall:

- (a) keep the premises in good condition and repair, without waste;
- (b) promptly repair, restore, or rebuild any buildings or improvements now or hereafter on the premises which may become damaged or be destroyed;
- (c) keep the premises free from mechanic's liens or liens in favor of the United States or other liens or claims for lien not expressly subordinated to the lien hereof;
- (d) complete within a reasonable time any building or buildings now or at any time in process of erection upon the premises;
- (e) comply with all requirements of law or municipal ordinances with respect to the premises and the use thereof;
- (f) make no material alterations in the premises except as required by law or municipal ordinance or as previously consented to in writing by the Mortgagee or holder of the note.

2. Mortgagors shall pay before any penalty attaches all general taxes, and shall pay special taxes, special assessments, water charges, sewer service charges, and all other charges against the premises when due, and shall, upon written request, furnish to Mortgagee or to holders of the note the original or duplicate receipts thereof. To prevent default of this Mortgage, Mortgagors shall pay in full under protest, in the manner provided by statute, any tax or assessment, which Mortgagors may desire to contest.

3. Mortgagors shall keep all buildings and improvements now or hereafter situated on the premises insured against loss or damage by fire, lightning and windstorm under policies providing for payment by the insurance companies of moneys sufficient either to pay the cost of replacing or repairing the same or to pay in full the indebtedness secured hereby, all in companies satisfactory to the holders of the note, under insurance policies payable, in case of loss or damage, to Mortgagee for the benefit of the holders of the note, such rights to be evidenced by the standard mortgage clause to be attached to each policy, and shall deliver all policies, including additional and renewal policies, to the holders of the note, and in case of insurance about to expire, shall deliver renewal policies not less than ten days prior to the respective dates of expiration.

4. In case of default therein, Mortgagee or the holder of the note may, but need not, make any payment or perform any act required of Mortgagors by this Mortgage, in any form and manner deemed expedient, and may, but need not, make full or partial payments of principal or interest on prior encumbrances, if any, and purchase, discharge, compromise or settle any tax lien or other prior lien or title or claim thereof, or redeem from any tax sale or forfeiture affecting the premises or contest any tax or assessment. All moneys paid for any of the purposes herein authorized and all expenses paid or incurred in connection therewith, including reasonable attorney's fees, and any other moneys advanced by Mortgagee or the holders of the note to protect the mortgaged premises and the lien hereof, plus reasonable compensation to Mortgagee for each matter concerning which action herein authorized may be taken, shall be so much additional indebtedness secured hereby and shall become immediately due and payable without notice and with interest thereon at the rate of nine per cent per annum. Inaction of Mortgagee or holders of the note shall never be considered as a waiver of any right accruing to them on account of any default hereunder on the part of Mortgagors.

5. The Mortgagee or the holders of the Note who make any payment hereby authorized relating to taxes or assessments, may do so according to any bill, statement or estimate procured from the appropriate public office without inquiry into the accuracy of such bill, statement or estimate or into the validity of any tax, assessment, sale, forfeiture, tax lien or title or claim thereof.

6. Mortgagors shall pay each item of indebtedness herein mentioned, both principal and interest, when due according to the terms hereof. At the election of the holders of the principal note, and without notice to Mortgagors, all unpaid indebtedness secured by this Mortgage shall, notwithstanding anything in the principal note or in this Mortgage to the contrary, become due and payable in case default shall occur and continue for three days in the performance of any other agreement of the Mortgagors herein contained.

7. When the indebtedness secured by this Mortgage becomes due, whether by the terms of the note or by acceleration or otherwise, holders of the note or Mortgagee shall have the right to foreclose the lien created by this Mortgage and also shall have all other rights provided by the laws of Illinois for the enforcement of a mortgage debt. In any suit to foreclose the lien hereof, there shall be allowed and included as additional indebtedness in the court order for sale all expenditures and expenses which may be paid or incurred by or on behalf of Mortgagee or holders of the note for attorney's fees, court costs, appraiser's fees, outlays for documentary and expert evidence, stenographer's charges, publication costs and costs (which may be estimated as to items to be expended after entry of the court order) procuring all such abstracts of title, title searches and examinations, and guarantee policies which may be reasonably necessary either to prosecute such suit or to evidence to bidders at any sale which may be had pursuant to such court order the true condition of the title to or the value of the premises. In addition, all similar expenditures and expenses shall become additional indebtedness secured by this Mortgage and immediately due and payable, with interest at the rate of nine per cent per annum, when paid or incurred by Mortgagee or holders of the Note in connection with: (a) any action, suit or proceeding, including but not limited to probate and bankruptcy proceedings, to which either of them shall be a party, either as plaintiff, claimant or defendant, by reasons of this Mortgage or any indebtedness secured by this Mortgage; or (b) preparations for the commencement of any suit for the foreclosure hereof after accrual of such right to foreclose whether or not actually commenced;

or (c) preparations for the defense of any threatened suit or proceeding which might affect the premises or the security hereof, whether or not actually commenced.

8. The proceeds of any foreclosure sale of the premises shall be distributed and applied in the following order of priority: First, on account of all costs and expenses incident to the foreclosure proceedings, including all such items as are mentioned in the proceeding paragraph; second, all other items which under the terms hereof constitute secured indebtedness additional to that evidenced by the Note, with interest as herein provided; third, all principal and interest remaining unpaid; fourth, any surplus to Mortgagors, their heirs, legal representatives or assigns as their rights may appear.

9. Upon or at any time after the filing of a complaint to foreclose this Mortgage, the Court in which such complaint is filed may appoint a receiver of the premises. Such appointment may be made either before or after sale, without notice, without regard to the solvency or insolvency of Mortgagors at the time of application for such receiver and without regard to the then value of the premises or whether the same shall be then occupied as a homestead or not and the Mortgagee hereunder may be appointed as Mortgagee in possession. Such receiver shall have power to collect the rents, issues and profits of the premises during the pendency of such foreclosure suit and, in case of a sale and a deficiency, during the full statutory period for redemption, whether there be redemption or not, as well as during any further times when Mortgagors, except for the intervention of such receiver, would be entitled to collect such rents, issues and profits, and all other powers which may be necessary or are usual in such cases for the protection, possession, control, management and operation of the premises during the whole of the period. The Court from time to time may authorize the receiver to apply the net income in his hands in payment in whole or in part of: (1) The indebtedness secured hereby, or by any decree foreclosing this Mortgage, or any tax, special assessment or other lien which may be or become superior to this lien or of such decree, provided such application is made prior to foreclosure sale; (2) the deficiency in case of a sale and deficiency.

10. No action for the enforcement of this Mortgage lien or of any term or condition of this Mortgage shall be subject to any defense which would not be available in a breach of contract action on the Note.

11. Mortgagee or the holders of the Note shall have the right to inspect the premises at all reasonable times and access thereto shall be permitted for that purpose.

12. Mortgagee has no duty to examine the title, location, existence, or conditions of the premises, nor shall Trustee be obligated to record this Mortgage or to exercise any power given by this Mortgage unless expressly obligated to do so by the terms of this Mortgage, nor be liable for any acts or omissions hereunder, except in case of his own gross negligence or misconduct or that of the agents or employees of Mortgagee, and he may require indemnities satisfactory to him before exercising any power herein given.

13. Mortgagee shall release this Mortgage and the lien created thereby by proper instrument upon presentation of satisfactory evidence that all indebtedness secured by this Mortgage has been fully paid; and Mortgagee may execute and deliver a release to and at the request of any person who shall either before or after maturity, produce and exhibit to Mortgagee the principal Note, representing that all indebtedness secured by this Mortgage has been paid, which representation Mortgagee may accept as true without inquiry. Where a release is requested of the Mortgagee and the Mortgagee has never executed a certificate on any document identifying it as the principal note, the Mortgagee may accept as the original Note any note which is presented and which conforms in substance with the description of the Note in this Mortgage and which appears to be executed by the Makers.

14. The terms and conditions in this Mortgage shall extend to and be binding upon the Mortgagors and all persons claiming under or through Mortgagors, and the word "Mortgagors" shall include all such persons and all persons at any time liable for the payment of the indebtedness or any part thereof, whether or not such persons shall have executed the principal note, or this Mortgage.

15. At the election of the Holder of the Note, and without notice, the principal amount remaining unpaid on the Note, together with accrued interest thereon, shall become at once due and payable at the place of payment in the event Mortgagors, or those succeeding to (his/her/their) interest, directly or indirectly, transfers, assigns, convey, or contracts to convey any interest in the premises of the beneficial interest in the Mortgagor.

16. The Mortgagor, on its behalf and on behalf of each and every person acquiring any interest in or title to the premises subsequent to the date of this Mortgage shall keep the premises fully repaired and in strict compliance with Village of Oak Park zoning ordinances, building code ordinances, and Code of the Village of Oak Park including provisions relating to housing, health, and fair housing.

The name of a record owner is: Maria E. Esquivel

Signed by the Mortgagors on the day and year first above written.

_____(Seal) _____(Seal)
Maria E. Esquivel

_____(Seal) _____(Seal)

State of Illinois, County of Cook ss.

I _____
a notary public in Cook County, Illinois, certify that Maria E. Esquivel
personally known to me, appeared before me in person,
on _____
and voluntarily signed this document including the release and waiver of the right of homestead.

Notary Public

DELIVER TO: BOX 321

NOTE

\$22,000

Oak Park, Illinois, June 4, 2012

FOR VALUE RECEIVED, Maria E. Esquivel promises to pay to the Village of Oak Park, Illinois the principal sum of Twenty-two Thousand and No/100 Dollars and no interest except as follows: The principal shall be payable in full upon the earliest of the following occurrences or date:

1. The conveyance or transfer of any interest in the following described real estate by the maker or the estate of the maker;
2. June 4, 2032

The principal unless paid when due shall bear interest after maturity at the then highest rate permitted by law or nine percent per annum whichever is less. Payments are to be made at the office of the Finance Director, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302 or such other place as the legal holder of this note may, from time to time, in writing appoint.

The payment of this Note is secured by a Mortgage, bearing the same date as this Note, on the following described real estate in the County of Cook, Illinois ("the Premises"):

Lot 81 in Biefield's Addition to South Ridgeland in the Southwest 1/4 of Section 17, Township 39 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois

Permanent Real Estate Index Number(s): 16-17-326-011-0000

Address(es) of Real Estate: 1172 Highland Avenue
Oak Park, Illinois 60304

Without the prior written consent of the Village of Oak Park, the maker or makers shall not convey or encumber title to the Premises.

It is agreed that at the election of the Village of Oak Park without notice, the principal sum together with accrued interest, shall become at once due and payable in case of default. Default includes the failure to make any payment when due, the conveyance or encumbrance of title to the Premises without the written consent of the Village, or any other default or breach of the terms and conditions of the Mortgage or this Note which occurs and continues for three days (in which event election may be made at any time after the expiration of three days, without notice). A violation notice from the Village of Oak Park shall be *prima facie* evidence of a default in the performance of the mortgagor's agreement to keep the premises fully repaired and in compliance with the Code of the Village of Oak Park including the provisions relating to Housing, Building, Zoning, and Fair Housing, as set forth in paragraph 1(16) of the Mortgage.

No delay in such election after actual or constructive notice of default shall be construed as a waiver of remedies or acquiescence in any such default.

The parties each waive presentment for payment, notice of dishonor, protest and notice of protest.

Maria E. Esquivel

IMPORTANT - Preserve this note after payment to obtain release of Mortgage.

Exhibit B

VILLAGE OF OAK PARK

COMMUNITY DEVELOPMENT SINGLE-FAMILY REHABILITATION LOAN/GRANT PROGRAM

AGREEMENT SFR-046

Agreement made by the Village of Oak Park, a municipal corporation, hereinafter referred to as "Village", and Maria E. Esquivel, hereinafter referred to as "Owner".

WHEREAS, the owner has made an application to the Village for a rehabilitation loan in the amount of \$22,000, and a lead hazard reduction grant in the amount of \$6,000, to be used for the following improvements to the Owner's residence located at 1172 Highland Avenue, Oak Park, County of Cook, State of Illinois.

Improvements: See attached specifications.

Which residence is legally described as:

Lot 81 in Biefield's Addition to South Ridgeland in the Southwest 1/4 of Section 17,
Township 39 North, Range 13, East of the Third Principal Meridian, in Cook
County, Illinois

P.I.N. #: 16-17-326-011-0000

WHEREAS, the Village is desirous of making a rehabilitation loan and a lead hazard reduction grant to the Owner for the construction of the improvements and agrees that the repayment of the rehab loan shall be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

NOW, THEREFORE, in consideration of the mutual premises contained herein, it is agreed as follows:

The Village will make a rehabilitation loan and a lead hazard reduction grant to the homeowner for the completion of the improvements on the subject property subject to the following terms and conditions:

a) All of the construction and improvements shall be based on contracts with such contractors and in such form as approved by the Village.

b) Upon approval of the contracts and contractors the Village will disburse the funds directly to the contractors, subcontractors and materialmen upon presentation of Contractor's Sworn Statements and Waivers of Mechanic's and Materialmen's Liens in such forms as are satisfactory to the Village, upon the Owner's written authorization and upon an inspection of the work satisfactory to the Village. The Owner's funds committed to the project (if any) shall be disbursed prior to disbursement of any Village funds. Any Village funds committed to this project but not disbursed shall revert to the Village.

c) In order to complete the improvements as quickly and as economically as possible, the parties understand and agree that, depending upon the scope and the nature of the work, a single contract may be awarded to a general contractor, or when appropriate, separate contracts may be awarded to various contractors for separate phases of the work. The latter method of individual advances will result in disbursing the proceeds of the total loan on a separate contract basis.

d) The loan shall be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

e) The lead hazard reduction grant funds shall only be disbursed for work identified in the specifications as environmental rehab.

f) The Owner shall at all times while any sums hereunder remain unpaid maintain hazard insurance on the subject property in an amount which is at least 80% of the property's current market value and shall ensure the Village's interest in the property in the amount of \$22,000. A policy insuring the Village's interest must be maintained in full force and effect throughout the full term of the loan. A copy of said policy must be provided to the Village prior to disbursement of any funds.

g) To secure repayment of the loan, the Village shall record a mortgage conforming substantially to the attached Mortgage and Note with the Recorder of Deeds to reflect the Village's interest in the property.

h) The loan amount shall include a contingency to cover any unforeseen conditions. If the entire approved amount of the rehab loan including the contingency amount is not used, an Amendment to Mortgage and Amended Note shall be prepared and executed to reflect the actual amount expended on rehab.

j) Payment under any contract signed in connection with this loan is contingent upon loan approval by the Village of Oak Park Board of Trustees and/or the Village Manager.

k) The Owner agrees to abide to all of the terms and conditions set forth in Exhibit 1, attached hereto.

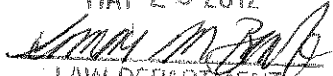
THE VILLAGE OF OAK PARK

BY: _____

ATTEST:

Teresa Powell
Village Clerk

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012

LAW DEPARTMENT

OWNER: _____

DATE: _____

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

J(2)

Item Title: Resolution Authorizing a Rehabilitation Loan and a Lead Hazard Reduction Grant: SFR-047

Resolution or Ordinance No. _____

Date of Board Action: June 4, 2012

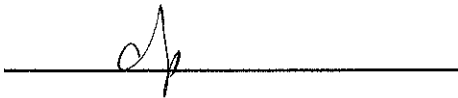
Staff Review:

Department Director Name:



Tammie Grossman

Village Manager's Office:



Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

All loan and grant requests are reviewed by the Housing Programs Advisory Committee (HPAC) before they are presented for Board approval. This request was reviewed by HPAC on May 16, 2012 and recommended for approval.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

Using CDBG funding, the **Single-Family Housing Rehabilitation Program** provides loans to low-and-very low-income owner/occupants single-family properties to correct documented or potential code violations and deficiencies, and to make general property improvements. There are two loan products to accomplish program goals: 1) Deferred-Payment Loan Program which makes no-interest loans of up to \$25,000, deferred for repayment for 20 years; and 2) Emergency Loan program which makes no-interest loans of up to \$5,000 per unit, deferred for repayment for 5 years, for correction of single emergencies, code violations of an emergency nature, or life-endangering circumstances. A contingency of at least 10% of the loan amount or up to \$5,000 is added into the principal on the loan to cover any unforeseen conditions, and is removed from the loan if not used.

The primary eligibility criteria for all loans are: the household income must be within HUD income limits; adequate equity; primarily Code-related and basic repair work. For each eligible applicant, the Housing Program Division determines financial eligibility and inspects the property and prepares a detailed scope of work with a line by line item cost estimate. Using the scope of work, the homeowner invites Village pre-qualified contractors to bid on the project. The homeowner is responsible for picking the contractor. However, the accepted bid cannot be more than 10% above the cost estimate or more than 15% below the cost estimate.

As of January 10, 2002, **lead hazard reduction activities** are required on any federally-funded housing rehabilitation project. Three levels of lead hazard procedures exist. For projects under \$5,000, the contractor must not create any hazards, including the creation of lead dust. For projects between \$5,001 and \$25,000, all deteriorated surfaces containing lead in the affected areas must be stabilized, and no new hazards created. For projects over \$25,001, lead hazards in the affected

areas must be removed. Since the Village maximum loan amount is up to \$25,000 only interim controls to alleviate deteriorated lead based paint surfaces are required. The Village contracts with an Independent Lead Inspector to perform lead risk assessment for each property to identify all lead based paint surfaces. The Lead Inspector also provides the Village with a list of deteriorated surfaces that must be controlled. Using the Lead Inspection Report, staff develops specifications for the lead hazard reduction work which are incorporated into the scope of work. The successful contractor must either provide documentation that they have certified lead workers on staff or have a lead certified subcontractor that can handle the work. Any subcontractors must meet all Village eligibility requirements. Normally, CDBG Funds for the lead work are given to the property owner as a grant, following the model of the Cook County HOME Program. In this case the VOP Health Department brought this project to the Housing Programs Division due to a child with an elevated blood lead level. The Health Department will make funds available for the lead hazard reduction work.

Since September 26, 2007 the Oak Park Health Department has referred five (5) childhood elevated lead cases to the Illinois Department of Public Health (IDPH) and subsequently to the Illinois Attorney General's Office for prosecution. The cases were referred for prosecution because the property owner(s) failed to comply with the Illinois Lead Poisoning Prevention Act. The Illinois Attorney General's Office has collected \$22,500 in penalties as a result of the prosecution of these cases. The penalty monies are currently being held in a dedicated Village lead abatement fund. The monies will be invested back into Village properties (single family or multi-family) utilizing the protocol developed for the Oak Park Housing Program's existing single family rehab program (which currently uses CDBG funds). The Village's lead abatement fund monies are specifically earmarked to provide monetary assistance to eligible property owners that have been referred to the Housing Department through the Health Department's lead program.

Attached is a Resolution Authorizing a Rehabilitation Loan and a lead Hazard Reduction Grant for this 1-unit property located 1030 S Elmwood Avenue.

SFR-047 is:

- 1) a \$4,500 rehab loan to the low-income owner/occupant household of this property. The owner's income qualifies for a deferred-payment loan. This is the \$3,600 rehabilitation cost seen on the attached Bid Spread Sheet, plus a contingency to cover unforeseen problems which might arise during construction (\$900), total \$4,500. The mortgage amount is \$4,500. If the entire contingency is not used, an Amended Mortgage will be recorded on title for the exact amount of the loan.
- 2) a \$21,000 lead hazard reduction grant, seen on the attached Bid Spread Sheet. This grant is the \$19,400 lead hazard reduction cost plus a contingency of \$1,600. If the entire contingency is not used, the remainder will return to the grant fund balance account.

The sources of funding are the **CDBG revolving loan fund** (\$4,500) and the **Health Department Lead Abatement Fund** (\$21,000), total \$25,500. The \$4,500 mortgage is deferred for repayment until transfer of title, or a date 20 years from the date of loan approval (June 4, 2032). (The mortgage and note are written in the amount of \$4,500, the \$3,600 principal plus the contingency of \$900.) The lead hazard reduction work is a grant made out of Health Department funds, which does not require repayment.

The scope of work is detailed on the attached Loan Summary Form, as well as more detailed

information about this project. The owner meets all program eligibility requirements, including the three major criteria: income, equity, and eligible scope of work.

Bids were solicited from five contractors; two accepted the bid invitation and one responded. The results can be seen on the attached Bid Summary Form. The one bid received exceeded the budget and the project was re-bid. All five of the original contractors were invited to the re-bid and only one responded. Since the one bid was within the approved range of the cost estimate prepared by staff the homeowner elected to accept this bid rather than re-bid the project.

Staff Commentary (If applicable or different than Commission):

This homeowner came to the Single Family Housing Rehab Program through the VOP Health Department. A child living in the home was found to have an elevated blood lead level. The Health Department determined that environmental conditions in the home are contributors to this condition and require correction. A lead inspection and risk assessment were conducted and the scope of work includes all of the recommendations from the lead risk assessor.

This loan application was reviewed and approved by Housing Programs Division staff (Housing Programs Coordinator and Housing Programs Manager) and the Housing Programs Advisory Committee. The corrective measures proposed were reviewed and approved by the VOP Department of Public Health. The Health Department will continue to monitor the child's status after the corrective work is completed.

Item Budget Commentary: (Account #; Balance; Cost of contract)

Funding for the Village loan is from Fund 20, the CDBG Revolving Loan Fund. This loan will reduce the remaining \$153,001 loan balance, by \$4,500 (\$200,000 original budget amount from the 2012 budget), leaving a balance of \$148,501 (Account 2020-46206-357-585613).

Funding for the Village lead grant is from the VOP Health Department Lead Abatement Fund. This grant will reduce the \$22,500 fund balance, by \$21,000, leaving a balance of \$1,500 (Account 2153-44560-101-431400).

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

This program utilizes federal funds and monies from penalties under the Illinois Lead Poisoning Prevention Act. The only expense to the Village is staff time for project administration. This loan and grant are necessary to remove the hazards which led to a case of childhood lead poisoning.

Proposed Recommended Action:

Approve the Resolution.

Not Yet Approved Minutes of
Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
May 16, 2012
7:00 pm – Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:26 pm.

ROLL CALL:

PRESENT: Steven Glass, Patrick Diakite, Meredith Morris and Tyrell Stewart

EXCUSED: Bill Berg, Meg Herman, Peggy LaFleur

STAFF PRESENT: Tammie Grossman, Housing Programs Manager; Jeff Richardson, Housing Programs Coordinator

REVIEW AND APPROVAL OF MEETING AGENDA: Chair Glass asked if there were any changes to the Agenda. No changes were noted. Agenda approved unanimously.

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Mr. Diakite to approve the minutes of May 2, 2012 as drafted, seconded by Ms. Morris and passed by unanimous voice vote.

Request for a Small Rental Property Rehab Loan and an Energy Improvement Loan, SRP-010: Mr. Richardson presented an over view of the loan request. He noted that the owner does not meet the equity requirement of the program guidelines. The committee discussed the reason for the equity requirement, which was included when the energy loans were to be repaid. Since the guidelines were amended to make the energy funds a forgivable loan, staff recommends that the equity requirement be eliminated. Action on this loan request was tabled until 5/16/12, when a motion to amend the guidelines for the Small Rental Rehab Program can be introduced.

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-046: Mr. Richardson presented an over view of the loan and grant request. A motion to approve the loan request was made by Mr. Diakite and seconded by Mr. Stewart:

ROLL CALL VOTE:	Bill Berg,	Absent
	Patrick Diakite	Aye
	Meg Herman	Absent
	Peggy LaFleur	Absent
	Meredith Morris	Aye

Tyrell Stewart Aye
Chair Glass Aye

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-047: Mr. Richardson presented an over view of the loan and grant request. A motion to approve the loan request was made by Ms. Morris and seconded by Mr. Stewart:

ROLL CALL VOTE:

Bill Berg,	Absent
Patrick Diakite	Aye
Meg Herman	Absent
Peggy LaFleur	Absent
Meredith Morris	Aye
Tyrell Stewart	Aye
Chair Glass	Aye

OTHER BUSINESS: Chair Glass reminded the committee that A Day in Our Village is Sunday, June 3, 2012. Chair Glass will be contacting the committee members to confirm times for staffing the HPAC booth. The next regular HPAC meeting is set for June 20, 2012.

ADJOURNMENT (voice vote): Meeting adjourned at 8:08 pm.

Respectfully submitted,
Tammie Grossman
Staff Liaison



Loan Summary

The Village of Oak Park
Housing Programs Division
123 Madison Street
Oak Park, Illinois 60302-4272

708.358.5410
Fax 708.358.5114
www.oak-park.us
housing@oak-park.us

Single Family Housing Rehabilitation Program

I. Identification Number: SFR-047

II. Project Cost:

Deferred Rehab Loan (Fund 83, CDBG Fund)	\$ 4,500
Lead Hazard Reduction Grant (Health Department Lead Account)	\$21,000
Total Project Cost	\$25,500

III. Loan/Mortgage Amount: \$ 4,500 (\$3,600 + \$900 contingency)

First Mortgage:	±\$39,615
Second Mortgage:	±\$11,680
VOP Mortgage (this loan):	\$ 4,500
Post-Rehab Encumbrance:	±\$55,795
Estimated Market Value/ Current Market Value:	\$340,570 (Cook County Assessor's estimate)
Post-Rehab Equity:	\$284,775 (83.62% equity)

IV. Obligations

Property Taxes:	Current \$4,812.61 paid 02/08/12 (1 st installment 2011 taxes) verified 05/14/12. No other taxes owed.
Water Bill:	Current

V. Housing Code Violations:

None.

VI. Use of Loan Funds:

The rehab loan will install eight new windows.

The Lead Hazard Reduction Grant will remove the eight windows to be replaced, laminate gypsum board to the ceilings in the second floor hall and bathroom. The front porch ceiling and soffits will be covered in aluminum. Doors throughout the house will be stabilized and adjusted to resolve friction and impact stress. Painted surfaces will be stabilized and re-coated on the rear porch, the basement staircase stringers, the main staircase and window and door trim throughout the house.

VII. Comments:

This is a one and one-half story frame bungalow owned and occupied by a senior couple, their adult daughter and three grandchildren. The household qualifies as low-income.

In this case, one of the grandchildren has an elevated blood lead level. The Department of Health believes this is caused by an accumulation of lead in dust in the home. A lead inspection and risk assessment were done before the start of specification writing to identify the sources of lead dust. In accordance with federal requirements for projects with a rehab cost below \$24,999, interim controls will be used to address all lead paint hazards. The Department of Health has funds available to address lead hazards in cases where a child has an elevated blood lead level. Those funds will be used for the lead work on this project. The Department of Health will continue to monitor the child's lead levels.

Equity meets the Program guideline requiring post-rehab equity of at least 15%. For purposes of determining equity, staff used the Assessor's estimated market value of \$349,670. With total debt of \$55,795 (\$39,615 first mortgage, \$11,680 second mortgage and the \$4,500 Village mortgage), there will be 83.62% post-rehab equity. The Village's investment is protected.



Budget and Bid Evaluation

The Village of Oak Park 708.358.5410
 Housing Programs Division Fax 708.358.5114
 123 Madison Street www.oak-park.us
 Oak Park, Illinois 60302-4272 housing@oak-park.us

Single Family Housing Rehabilitation Loan Program

SFR - 047

Project

Melvin Thomas

Owner

1030 S. Elmwood Ave.

Address

Trade	Budget	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
		IDLC Company	Name	Name	Name	Name
1 - General Requirements	\$ 125.00	\$ 970.00	\$ -	\$ -	\$ -	\$ -
2 - Owner Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 - Volunteer Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 - Site Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 - Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - Concrete & Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 - Masonry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 - Metal Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 - Environmental Rehab	\$ 17,540.00	\$ 19,400.00	\$ -	\$ -	\$ -	\$ -
10 - Carpentry	\$ 4,200.00	\$ 3,600.00	\$ -	\$ -	\$ -	\$ -
15 - Roofing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16 - Conservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17 - Drywall & Plaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 - Ceramic Tile	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 - Paint & Wallpaper	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 - Floor Coverings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21 - HVAC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 - Plumbing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23 - Electrical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 21,865.00	\$ 23,970.00	\$ -	\$ -	\$ -	\$ -
10% Over	\$ 24,051.50					
15% Under	\$ 18,585.25					
Bid Range	\$ 18,585.25	TO	\$ 24,051.50			

RESOLUTION

AUTHORIZING A SINGLE FAMILY HOUSING REHABILITATION LOAN AND A LEAD HAZARD REDUCTION GRANT

SFR-047

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

SECTION I: Findings

a) The Village of Oak Park has allocated Community Development Block Grant funds in the current program year for rehabilitation loans and lead hazard reduction grants for privately owned 1-4 unit properties as part of its Single Family Housing Rehabilitation Loan/Grant Program. As of June 4, 2012, \$153,001 of those funds were available for such loans and \$21,000 of those funds were available for such grants.

b) The premises at 1030 S Elmwood Avenue consists of a single family residence owned by Melvin Thomas Jr. and Kathleen Thomas, hereinafter referred to as "Owner(s)". The property is presently in need of rehabilitation as set forth in the project Work Description. The owner(s) are in need of rehabilitation and lead hazard reduction services pursuant to their application, approved by the Housing Programs Division of Community Planning and Development.

c) A copy of the Work Description for the premises is on file in the office of the Housing Programs Division along with the Owner's signed contract for the rehabilitation work with the selected Contractor. The total cost of this project is not expected to exceed a cost of \$25,500, which is the contract amount plus contingency. Any cost exceeding the Village rehabilitation loan will be paid by the Owner(s).

d) The Owner(s) has requested i) a \$21,000 lead hazard reduction grant equaling the \$19,400 Lead Hazard Reduction Cost with a contingency of \$1,600; and ii) an interest-free, deferred-payment loan of up to \$4,500 equaling the \$3,600 Rehab Cost with a contingency of \$900 from Oak Park's Single Family Housing Rehabilitation Loan/Grant Program. This loan and grant shall be for the purposes of rehabilitating the property in accordance with the Work Description. The loan will be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

e) The application and property have been reviewed by the Housing Programs Advisory Committee which has determined that the applicant meets all of the guidelines of the Single-Family Housing Rehabilitation Loan/Grant Program including income eligibility, adequate equity, and eligible repairs.

SECTION II

a) That the Village Manager or his designee is authorized to execute an agreement with the Owner(s) setting forth the conditions of the rehabilitation project, a copy of which is attached hereto as Exhibit C;

b) That upon Owner's execution of a Mortgage, Note and Agreement, the Village Treasurer is authorized and directed to loan up to \$4,500 and grant up to \$21,000 in CDBG funds to Melvin Thomas Jr. and Kathleen Thomas for the purposes and on the terms set forth in the Findings, the loan to be evidenced by a note and secured by a mortgage on the subject property. The note and mortgage shall conform substantially to Exhibits A and B attached to this Resolution.

c) That if the entire approved amount of the rehab loan including contingency is not used, an Amendment to Mortgage and Amended Note will be prepared and executed to reflect the actual amount spent.

SECTION III

That the proceeds of the loan and grant shall be distributed only upon evidence that work has been satisfactorily performed on the premises to the extent of the draw and upon receipt of Mechanic's Lien waivers for labor and materials on the premises in the amount of the draw.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012.

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

MORTGAGE

PIN: 16-18-413-020-0000

THIS MORTGAGE is made this 4th day of June, 2012, between Melvin Thomas Jr. and Kathleen Thomas, herein referred to as "Mortgagors," and The Village of Oak Park, a municipal corporation herein referred to as "Mortgagee," under the following terms and conditions:

Mortgagors are justly indebted to the legal holder(s) of a principal promissory note, termed "Installment Note," bearing the same date as this Mortgage, executed by Mortgagors, in the principal sum of \$4,500 (Four Thousand Five Hundred and No/100 Dollars), made payable and delivered to The Village of Oak Park, by which Note the Mortgagors promise to pay the principal sum, and no interest except as follows: The principal shall be payable in full upon the earliest of the following occurrences or date:

1. The conveyance or transfer of any interest in the following described real estate by the mortgagor or the estate of the mortgagor;
2. June 4, 2032

provided that the principal, unless paid when due shall bear interest at 9% or the then highest rate permitted by law, whichever is lower. All of the principal and interest are to be paid at the office of the Finance Director, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302, or at such banking house or trust company as the Village may, from time to time, in writing appoint.

NOW THEREFORE, to secure the payment of the principal and interest in accordance with the terms, provisions and limitations of the Note and of this Mortgage, and the Mortgagor's performance of the covenants and agreements contained in this Mortgage, and also in consideration of the sum of One Dollar, the receipt of which is hereby acknowledged, Mortgagors CONVEY AND WARRANT to the Mortgagee, its successors and assigns, the following described Real Estate and all of their estate, right, title and interest therein, in the Village of Oak Park, COUNTY OF COOK AND STATE OF ILLINOIS, to wit:

LOT 130 IN SOUTH RIDGELAND DEPOT SUBDIVISION BEING A SUBDIVISION OF THE NORTHEAST 1/4 OF LOT 6 (EXCEPT THE RIGHT OF WAY OF THE CHICAGO AND GREAT WESTERN RAILWAY COMPANY) IN THE SUBDIVISION OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF), IN COOK COUNTY, ILLINOIS.

which, with the property hereinafter described, is referred to herein as the "Premises"

Permanent Real Estate Index Number(s): 16-18-413-020-0000

Address(es) of Real Estate: 1030 S Elmwood Avenue
Oak Park, Illinois 60304

TOGETHER with all improvements, tenements, easements, and appurtenances belonging to that land, and all rents, issues and profits for so long and during all such times as Mortgagors may be entitled to them (which rents, issues and profits are pledged primarily and on a parity with real estate and not secondarily), and all fixtures, apparatus, equipment or articles used to supply heat, gas, water, light, power, refrigeration and air conditioning (whether single units or centrally controlled), and ventilation, including (without restricting the foregoing), screens, window shades, awnings, storm doors and windows, floor coverings, inador beds, stoves and water heaters. All of the foregoing are declared and agreed to be a part of the mortgaged premises whether physically attached thereto or not. It is agreed that all buildings and additions and all similar or other apparatus, equipment or articles hereafter placed in the premises by Mortgagors or their successors or assigns shall be part of the mortgaged premises;

TO HAVE AND TO HOLD the Premises forever, for the purposes, and upon the uses and trusts set forth herein, free from

all rights and benefits under and by virtue of the Homestead Exemption Laws of the State of Illinois, which rights and benefits Mortgagors expressly release and waive.

1. Mortgagors shall:

- (a) keep the premises in good condition and repair, without waste;
- (b) promptly repair, restore, or rebuild any buildings or improvements now or hereafter on the premises which may become damaged or be destroyed;
- (c) keep the premises free from mechanic's liens or liens in favor of the United States or other liens or claims for lien not expressly subordinated to the lien hereof;
- (d) complete within a reasonable time any building or buildings now or at any time in process of erection upon the premises;
- (e) comply with all requirements of law or municipal ordinances with respect to the premises and the use thereof;
- (f) make no material alterations in the premises except as required by law or municipal ordinance or as previously consented to in writing by the Mortgagee or holder of the note.

2. Mortgagors shall pay before any penalty attaches all general taxes, and shall pay special taxes, special assessments, water charges, sewer service charges, and all other charges against the premises when due, and shall, upon written request, furnish to Mortgagee or to holders of the note the original or duplicate receipts thereof. To prevent default of this Mortgage, Mortgagors shall pay in full under protest, in the manner provided by statute, any tax or assessment, which Mortgagors may desire to contest.

3. Mortgagors shall keep all buildings and improvements now or hereafter situated on the premises insured against loss or damage by fire, lightening and windstorm under policies providing for payment by the insurance companies of moneys sufficient either to pay the cost of replacing or repairing the same or to pay in full the indebtedness secured hereby, all in companies satisfactory to the holders of the note, under insurance policies payable, in case of loss or damage, to Mortgagee for the benefit of the holders of the note, such rights to be evidenced by the standard mortgage clause to be attached to each policy, and shall deliver all policies, including additional and renewal policies, to the holders of the note, and in case of insurance about to expire, shall deliver renewal policies not less than ten days prior to the respective dates of expiration.

4. In case of default therein, Mortgagee or the holder of the note may, but need not, make any payment or perform any act required of Mortgagors by this Mortgage, in any form and manner deemed expedient, and may, but need not, make full or partial payments of principal or interest on prior encumbrances, if any, and purchase, discharge, compromise or settle any tax lien or other prior lien or title or claim thereof, or redeem from any tax sale or forfeiture affecting the premises or contest any tax or assessment. All moneys paid for any of the purposes herein authorized and all expenses paid or incurred in connection therewith, including reasonable attorney's fees, and any other moneys advanced by Mortgagee or the holders of the note to protect the mortgaged premises and the lien hereof, plus reasonable compensation to Mortgagee for each matter concerning which action herein authorized may be taken, shall be so much additional indebtedness secured hereby and shall become immediately due and payable without notice and with interest thereon at the rate of nine per cent per annum. Inaction of Mortgagee or holders of the note shall never be considered as a waiver of any right accruing to them on account of any default hereunder on the part of Mortgagors.

5. The Mortgagee or the holders of the Note who make any payment hereby authorized relating to taxes or assessments, may do so according to any bill, statement or estimate procured from the appropriate public office without inquiry into the accuracy of such bill, statement or estimate or into the validity of any tax, assessment, sale, forfeiture, tax lien or title or claim thereof.

6. Mortgagors shall pay each item of indebtedness herein mentioned, both principal and interest, when due according to the terms hereof. At the election of the holders of the principal note, and without notice to Mortgagors, all unpaid indebtedness secured by this Mortgage shall, notwithstanding anything in the principal note or in this Mortgage to the contrary, become due and payable in case default shall occur and continue for three days in the performance of any other agreement of the Mortgagors herein contained.

7. When the indebtedness secured by this Mortgage becomes due, whether by the terms of the note or by acceleration or otherwise, holders of the note or Mortgagee shall have the right to foreclose the lien created by this Mortgage and also shall have all other rights provided by the laws of Illinois for the enforcement of a mortgage debt. In any suit to foreclose the lien hereof, there shall be allowed and included as additional indebtedness in the court order for sale all expenditures and expenses which may be paid or incurred by or on behalf of Mortgagee or holders of the note for attorney's fees, court costs, appraiser's fees, outlays for documentary and expert evidence, stenographer's charges, publication costs and costs (which may be estimated as to items to be expended after entry of the court order) procuring all such abstracts of title, title searches and examinations, and guarantee policies which may be reasonably necessary either to prosecute such suit or to evidence to bidders at any sale which may be had pursuant to such court order the true condition of the title to or the value of the premises. In addition, all similar expenditures and expenses shall become additional indebtedness secured by this Mortgage and immediately due and payable, with interest at the rate of nine per cent per annum, when paid or incurred by Mortgagee or holders of the Note in connection with: (a) any action, suit or

proceeding, including but not limited to probate and bankruptcy proceedings, to which either of them shall be a party, either as plaintiff, claimant or defendant, by reasons of this Mortgage or any indebtedness secured by this Mortgage; or (b) preparations for the commencement of any suit for the foreclosure hereof after accrual of such right to foreclose whether or not actually commenced; or (c) preparations for the defense of any threatened suit or proceeding which might affect the premises or the security hereof, whether or not actually commenced.

8. The proceeds of any foreclosure sale of the premises shall be distributed and applied in the following order of priority: First, on account of all costs and expenses incident to the foreclosure proceedings, including all such items as are mentioned in the proceeding paragraph; second, all other items which under the terms hereof constitute secured indebtedness additional to that evidenced by the Note, with interest as herein provided; third, all principal and interest remaining unpaid; fourth, any surplus to Mortgagors, their heirs, legal representatives or assigns as their rights may appear.

9. Upon or at any time after the filing of a complaint to foreclose this Mortgage, the Court in which such complaint is filed may appoint a receiver of the premises. Such appointment may be made either before or after sale, without notice, without regard to the solvency or insolvency of Mortgagors at the time of application for such receiver and without regard to the then value of the premises or whether the same shall be then occupied as a homestead or not and the Mortgagee hereunder may be appointed as Mortgagee in possession. Such receiver shall have power to collect the rents, issues and profits of the premises during the pendency of such foreclosure suit and, in case of a sale and a deficiency, during the full statutory period for redemption, whether there be redemption or not, as well as during any further times when Mortgagors, except for the intervention of such receiver, would be entitled to collect such rents, issues and profits, and all other powers which may be necessary or are usual in such cases for the protection, possession, control, management and operation of the premises during the whole of the period. The Court from time to time may authorize the receiver to apply the net income in his hands in payment in whole or in part of: (1) The indebtedness secured hereby, or by any decree foreclosing this Mortgage, or any tax, special assessment or other lien which may be or become superior to this lien or of such decree, provided such application is made prior to foreclosure sale; (2) the deficiency in case of a sale and deficiency.

10. No action for the enforcement of this Mortgage lien or of any term or condition of this Mortgage shall be subject to any defense which would not be available in a breach of contract action on the Note.

11. Mortgagee or the holders of the Note shall have the right to inspect the premises at all reasonable times and access thereto shall be permitted for that purpose.

12. Mortgagee has no duty to examine the title, location, existence, or conditions of the premises, nor shall Trustee be obligated to record this Mortgage or to exercise any power given by this Mortgage unless expressly obligated to do so by the terms of this Mortgage, nor be liable for any acts or omissions hereunder, except in case of his own gross negligence or misconduct or that of the agents or employees of Mortgagee, and he may require indemnities satisfactory to him before exercising any power herein given.

13. Mortgagee shall release this Mortgage and the lien created thereby by proper instrument upon presentation of satisfactory evidence that all indebtedness secured by this Mortgage has been fully paid; and Mortgagee may execute and deliver a release to and at the request of any person who shall either before or after maturity, produce and exhibit to Mortgagee the principal Note, representing that all indebtedness secured by this Mortgage has been paid, which representation Mortgagee may accept as true without inquiry. Where a release is requested of the Mortgagee and the Mortgagee has never executed a certificate on any document identifying it as the principal note, the Mortgagee may accept as the original Note any note which is presented and which conforms in substance with the description of the Note in this Mortgage and which appears to be executed by the Makers.

14. The terms and conditions in this Mortgage shall extend to and be binding upon the Mortgagors and all persons claiming under or through Mortgagors, and the word "Mortgagors" shall include all such persons and all persons at any time liable for the payment of the indebtedness or any part thereof, whether or not such persons shall have executed the principal note, or this Mortgage.

15. At the election of the Holder of the Note, and without notice, the principal amount remaining unpaid on the Note, together with accrued interest thereon, shall become at once due and payable at the place of payment in the event Mortgagors, or those succeeding to (his/her/their) interest, directly or indirectly, transfers, assigns, convey, or contracts to convey any interest in the premises of the beneficial interest in the Mortgagor.

16. The Mortgagor, on its behalf and on behalf of each and every person acquiring any interest in or title to the premises subsequent to the date of this Mortgage shall keep the premises fully repaired and in strict compliance with Village of Oak Park zoning ordinances, building code ordinances, and Code of the Village of Oak Park including provisions relating to housing, health, and fair housing.

The name of a record owner is: Melvin Thomas Jr. and Kathleen Thomas

Signed by the Mortgagors on the day and year first above written.

_____ (Seal)	_____ (Seal)
Melvin Thomas Jr	Kathleen Thomas
_____	_____
_____ (Seal)	_____ (Seal)
_____	_____

State of Illinois, County of Cook ss.

I _____
a notary public in Cook County, Illinois, certify that Melvin Thomas Jr. and Kathleen Thomas
personally known to me, appeared before me in person,
on _____
and voluntarily signed this document including the release and waiver of the right of homestead.

Notary Public

DELIVER TO: BOX 321

NOTE

\$4,500

Oak Park, Illinois, June 4, 2012

FOR VALUE RECEIVED, Melvin Thomas Jr. and Kathleen Thomas promises to pay to the Village of Oak Park, Illinois the principal sum of Four Thousand Five Hundred and No/100 Dollars and no interest except as follows: The principal shall be payable in full upon the earliest of the following occurrences or date:

1. The conveyance or transfer of any interest in the following described real estate by the maker or the estate of the maker;
2. June 4, 2032

The principal unless paid when due shall bear interest after maturity at the then highest rate permitted by law or nine percent per annum whichever is less. Payments are to be made at the office of the Finance Director, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302 or such other place as the legal holder of this note may, from time to time, in writing appoint.

The payment of this Note is secured by a Mortgage, bearing the same date as this Note, on the following described real estate in the County of Cook, Illinois ("the Premises"):

LOT 130 IN SOUTH RIDGELAND DEPOT SUBDIVISION BEING A SUBDIVISION OF THE NORTHEAST 1/4 OF LOT 6 (EXCEPT THE RIGHT OF WAY OF THE CHICAGO AND GREAT WESTERN RAILWAY COMPANY) IN THE SUBDIVISION OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF), IN COOK COUNTY, ILLINOIS.

Permanent Real Estate Index Number(s): 16-18-413-020-0000

Address(es) of Real Estate: 1030 S Elmwood Avenue
Oak Park, Illinois 60304

Without the prior written consent of the Village of Oak Park, the maker or makers shall not convey or encumber title to the Premises.

It is agreed that at the election of the Village of Oak Park without notice, the principal sum together with accrued interest, shall become at once due and payable in case of default. Default includes the failure to make any payment when due, the conveyance or encumbrance of title to the Premises without the written consent of the Village, or any other default or breach of the terms and conditions of the Mortgage or this Note which occurs and continues for three days (in which event election may be made at any time after the expiration of three days, without notice). A violation notice from the Village of Oak Park shall be *prima facie* evidence of a default in the performance of the mortgagor's agreement to keep the premises fully repaired and in compliance with the Code of the Village of Oak Park including the provisions relating to Housing, Building, Zoning, and Fair Housing, as set forth in paragraph 1(16) of the Mortgage.

No delay in such election after actual or constructive notice of default shall be construed as a waiver of remedies or acquiescence in any such default.

The parties each waive presentment for payment, notice of dishonor, protest and notice of protest.

Melvin Thomas Jr

Kathleen Thomas

IMPORTANT - Preserve this note after payment to obtain release of Mortgage.

Exhibit B

VILLAGE OF OAK PARK

COMMUNITY DEVELOPMENT SINGLE-FAMILY REHABILITATION LOAN/GRANT PROGRAM

AGREEMENT SFR-047

Agreement made by the Village of Oak Park, a municipal corporation, hereinafter referred to as "Village", and Melvin Thomas Jr. and Kathleen Thomas, hereinafter referred to as "Owners".

WHEREAS, the owners have made an application to the Village for a rehabilitation loan in the amount of \$4,500, and a lead hazard reduction grant in the amount of \$21,000, to be used for the following improvements to the Owners' residence located at 1030 S Elmwood Avenue, Oak Park, County of Cook, State of Illinois.

Improvements: See attached specifications.

Which residence is legally described as:

LOT 130 IN SOUTH RIDGELAND DEPOT SUBDIVISION BEING A SUBDIVISION OF THE NORTHEAST 1/4 OF LOT 6 (EXCEPT THE RIGHT OF WAY OF THE CHICAGO AND GREAT WESTERN RAILWAY COMPANY) IN THE SUBDIVISION OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF), IN COOK COUNTY, ILLINOIS.

P.I.N. #: 16-18-413-020-0000

WHEREAS, the Village is desirous of making a rehabilitation loan and a lead hazard reduction grant to the Owners for the construction of the improvements and agrees that the repayment of the rehab loan shall be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

NOW, THEREFORE, in consideration of the mutual premises contained herein, it is agreed as follows:

The Village will make a rehabilitation loan and a lead hazard reduction grant to the homeowner(s) for the completion of the improvements on the subject property subject to the following terms and conditions:

a) All of the construction and improvements shall be based on contracts with such contractors and in such form as approved by the Village.

b) Upon approval of the contracts and contractors the Village will disburse the funds directly to the contractors, subcontractors and materialmen upon presentation of Contractor's Sworn Statements and Waivers of Mechanic's and Materialmen's Liens in such forms as are satisfactory to the Village, upon the Owners' written authorization and upon an inspection of the work satisfactory to the Village. The Owners' funds committed to the project (if any) shall be disbursed prior to disbursement of any Village funds. Any Village funds committed to this project but not disbursed shall revert to the Village.

c) In order to complete the improvements as quickly and as economically as possible, the parties understand and agree that, depending upon the scope and the nature of the work, a single contract may be awarded to a general contractor, or when appropriate, separate contracts may be awarded to various contractors for separate phases of the work. The latter method of individual advances will result in disbursing the proceeds of the total loan on a separate contract basis.

d) The loan shall be payable in full upon the earliest of the following occurrences or date: 1) the conveyance or transfer of any interest in the subject property by the mortgagor or the estate of the mortgagor; or 2) June 4, 2032.

e) The lead hazard reduction grant funds shall only be disbursed for work identified in the specifications as environmental rehab.

f) The Owners shall at all times while any sums hereunder remain unpaid maintain hazard insurance on the subject property in an amount which is at least 80% of the property's current market value and shall ensure the Village's interest in the property in the amount of \$4,500. A policy insuring the Village's interest must be maintained in full force and effect throughout the full term of the loan. A copy of said policy must be provided to the Village prior to disbursement of any funds.

g) To secure repayment of the loan, the Village shall record a mortgage conforming substantially to the attached Mortgage and Note with the Recorder of Deeds to reflect the Village's interest in the property.

h) The loan amount shall include a contingency to cover any unforeseen conditions. If the entire approved amount of the rehab loan including the contingency amount is not used, an Amendment to Mortgage and Amended Note shall be prepared and executed to reflect the actual amount expended on rehab.

j) Payment under any contract signed in connection with this loan is contingent upon loan approval by the Village of Oak Park Board of Trustees and/or the Village Manager.

k) The Owner agrees to abide to all of the terms and conditions set forth in Exhibit 1, attached hereto.

THE VILLAGE OF OAK PARK

BY: _____

ATTEST:

Teresa Powell
Village Clerk

OWNER(S): _____

DATE: _____

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012

[Handwritten Signature]
LAW DEPARTMENT

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

K

Item Title: Resolution Authorizing Execution of a Contract with Schroeder & Schroeder for Project 12-4, Local Alley Improvements

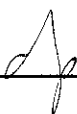
Resolution or Ordinance No. _____

Date of Board Action: 6-4-2012

Staff Review:

Department Director Name: Jim Budrick, Village Engineer

Village Manager's Office:

_____ 

Item History (Previous Board Review, Related Action, History):

Bids were opened on Thursday, May 16, 2012 for Project 12-4, Local Alley Improvements. A total of 5 contractors picked up proposal documents. Three of the 5 contractors submitted bids and the low bid was submitted by Schroeder & Schroeder, Inc. in the amount of **\$988,766.18**

The alleys to be reconstructed were initially selected using the IMS Pavement Management Data Base program which was created back in 1998 and updated in 2006. Those alleys which had the poorest rating as well as a multitude of other problems, such as unpaved or had constant flooding problems were put at the top of the list. In the past ten years the Village has replaced just over 150 alleys. Engineering has developed a 5 year plan targeting over 70 more alleys for replacement with annual average cost of about \$800,000. There are approximately 550 alleys overall throughout the Village.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The advertisements for the project were placed in the Wednesday Journal, McGraw Hill – Dodge, and iSqFt.

The project plans included replacing the pavement in 15 alleys in the Village as well as adding sewers and drainage structures to four of these alleys. Since the bids exceeded the budget two alley segments will need to be postponed. Attached is a map showing the locations of the alleys which will be done under this contract. Also included in this contract is concrete pavement patching on Garfield and Harrison Streets. Both of these streets have sections of concrete that is in need of repair. Also, the driveway at the Main Fire Station is planned for replacement under this contract. Given that the alley pavement work is similar in nature, the patching and driveway work was added because of the type of contractors bidding on the project.

The new alleys will be constructed of finished concrete pavement and pitched to the center of the alley to improve drainage

Schroeder & Schroeder, Inc. is pre-qualified by the Illinois Department of Transportation to perform work of this type. They have also done work for the Village in the past and have

performed satisfactorily. Based on the unit costs provided in the bids and to meet the budget for this project, it is recommended that a contract be awarded to Schroeder & Schroeder in the amount not to exceed \$865,000.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

Combining work from other areas such as patching and Building Projects helped to increase the scope of the project which translates into lower unit costs.

Item Budget Commentary: (Account #; Balance; Cost of contract)

A total of \$865,000 was budgeted for alleys in the 2012 Capital Improvement Program. One of the alleys in this years project is located in CDBG eligible areas and thus it is recommended to utilize those funds to pay for the work. The following table shows the accounts and amounts to be expended from each:

Fund	Account	Budgeted Amount	Amount for Contract
Capital Improvement (Alleys)	3095-43780-802-570964	\$710,000	\$710,000
CDBG	2083-43780-343-583641	\$77,000	\$77,000
Capital Improvement (Patching)	3095-43780-802-570955	\$18,000	\$18,000
Capital Building Improvements	3012-43790-101-540673	\$60,000	\$60,000
Total		\$865,000	\$865,000

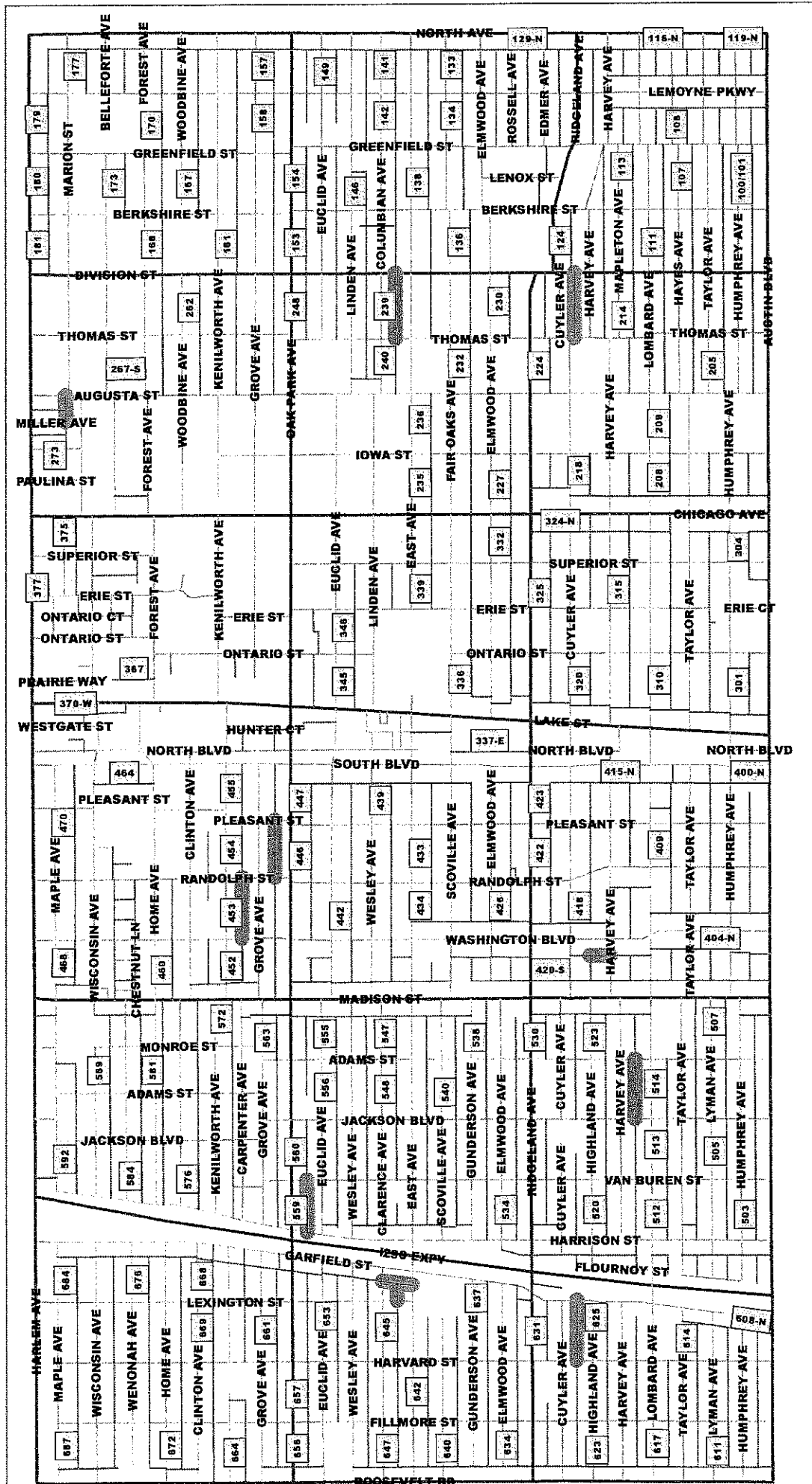
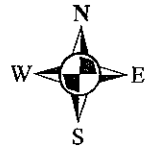
Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

The only alternative is to not award the contract.

Proposed Recommended Action: Approve the Resolution

Note: A complete set of bid documents are available in both the Village Clerks Office as well as the Office of the Village Engineer.

Alley Program 2012



RESOLUTION

AUTHORIZING EXECUTION OF A CONTRACT WITH SCHROEDER & SCHROEDER OF SKOKIE, ILLINOIS FOR PROJECT 12-4 ALLEY IMPROVEMENTS

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute a contract with Schroeder & Schroeder of Skokie, Illinois for Project 12-4, Alley Improvements, in an amount not to exceed \$865,000. The contract shall conform substantially to the contract attached hereto as Exhibit A and made part hereof.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk



Contract

1. THIS AGREEMENT is made and concluded on the 4th day of June, 2012 by and between the Village Of Oak Park acting by and through its President & Board of Trustees, and **Schroeder & Schroeder, Inc.** 7306 Central Park Ave, Skokie, Illinois 60076, its executors, administrators, successors or assigns (hereinafter "Contractor".)
2. The following documents set forth the terms of this contract and are incorporated herein:
 - a. The Village of Oak Park's Notice to Contractors, Special Provisions and Plans for **Project No. 12-4, Local Alley Improvements, as modified**
 - b. Schroeder & Schroeder's Proposal
 - c. The Contract Bond
3. Contractor agrees, at its own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract and the requirements of the Village Engineer under it.
4. The Contractor agrees to pay not less than the general prevailing rate of hourly wages for work of a similar character on public works in Cook County, Illinois, and not less than the general prevailing rate of hourly wages for legal holiday and overtime work, to all laborers, workers and mechanics employed on this project and to otherwise comply with the Illinois Prevailing Wage Act, if applicable to this job.
5. Contractor affirms that the individual signing this contract is authorized to execute agreements on behalf the Contracting entity.
6. IN WITNESS WHEREOF, the parties have executed this contract on the date above mentioned.

Attest:

Village Of Oak Park

Teresa Powell, Village Clerk
(Seal)

By _____
Cara Pavlicek
Interim Village Manager

Schroeder & Schroeder Inc.

REVIEWED AND APPROVED
AS TO FORM

By: _____
Signature

MAY 25 2012

LAW DEPARTMENT

Printed Name

Its: _____
Title



Contract Bond

We, Schroeder & Schroeder Inc. 7306 Central Park, Skokie, Illinois 60076, as PRINCIPAL, and _____ as SURETY,

are held and firmly bound unto the Village of Oak Park (hereafter referred to as "VOP") in the penal sum of **Eight Hundred Sixty Five Thousand Dollars and 00/100 (\$865,000)**, to be paid unto said VOP, for the payment of which we bind ourselves, our heirs, executors, administrators, successors, jointly to pay to the VOP this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the VOP acting through its awarding authority for the construction of work on the above section, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to the Principal for the purpose of performing such work and has further agreed to pay all direct and indirect damages to any person, firm, company, or corporation suffered or sustained on account of the performance of such work during the time thereof and until such work is completed and accepted; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

NOW THEREFORE, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to him for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall hold the VOP and its awarding authority harmless on account of any such damages and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation to be void; otherwise to remain in full force and effect.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this _____ day of _____, **2012**

PRINCIPAL

(Company Name)

(Company Name)

By: _____
(Signature & Title)

By: _____
(Signature & Title)

(If PRINCIPAL is a joint venture of two or more contractors, the company names, seals and authorized signatures of each contractor must be affixed.)

SURETY

(Name of Surety)

By: _____
(Signature of Attorney-in-Fact)



STATE OF ILLINOIS,

COUNTY OF _____

I, _____, a Notary Public in and for said county, do hereby certify that

(Insert names of individuals signing on behalf of PRINCIPAL & SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed, sealed, and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notary seal this _____ day of _____, **2012**

Notary Public

Approved this **4th** day of **June**, **2012**

Attest:

Teresa Powell, Village Clerk

Village of Oak Park
(Awarding Authority)

Cara Pavlicek
Interim Village Manager

(Seal)

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

L


Item Title: Ordinance Authorizing the Disposition of Surplus Vehicles On An "As Is" Basis.

Resolution or Ordinance No. _____

Date of Board Action: June 4, 2012

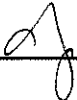
Staff Review:

Public Works Director:



John P. Wielebnicki

Village Manager's Office:



Item History (Previous Board Review, Related Action, History):

In accordance with Village policy and State law (65 ILCS 5/11-76-4), the Village may, by Ordinance, authorize the disposition of designated personal property (as opposed to real property) in order to dispose of equipment no longer usable to the Village.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The items listed in Exhibit A are no longer necessary or useful to the Village, and therefore, the continued maintenance and ownership of these vehicles is no longer in the Village's best interest.

Staff recommends approval of an Ordinance declaring the vehicles as surplus property. The Ordinance authorizes the disposition of the vehicles, listed in Exhibit A, at the West Central Municipal Conference (WCMC) 2012 June Auction. If these vehicles are not sold at the WCMC auction, they would be stored until the WCMC 2012 fall auction. If the vehicles are not sold at the WCMC 2012 fall auction, they would be disposed of as scrap metal.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

The WCMC auction is an excellent example of intergovernmental cooperation. The Village has been successful in receiving fair market value for auctioned vehicles in the past.

Item Budget Commentary: (Account #; Balance; Cost of contract)

Funds received from the sale of the surplus vehicle would go to the Fleet Replacement Fund.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

Depending on the type of vehicle and market conditions, the Village has traded in vehicles in lieu of taking vehicles to auction. The market for auctioning these types of vehicles listed has been good.

Proposed Recommended Action: Approve the Ordinance

**ORDINANCE AUTHORIZING THE DISPOSITION OF SURPLUS VEHICLES AND EQUIPMENT
ON AN "AS IS" BASIS**

WHEREAS, the Board of Trustees of the Village of Oak Park, Illinois finds that the vehicles listed on Exhibit A to this Ordinance are no longer necessary or useful to the Village, and that the continued ownership of these vehicles is not in the Village's best interest; and

WHEREAS, the Board of Trustees of the Village of Oak Park, Illinois finds that it is in the best interests of the Village of Oak Park to dispose of the listed property; and

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-76-4 authorizes the Village to dispose of surplus property as set forth herein;

NOW THEREFORE, be it ordained by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, as follows:

Section 1: The property described in Exhibit A is declared surplus property.

Section 2: The Interim Village Manager is authorized and directed to dispose the items listed in Exhibit A at the WCMC 2012 spring or fall auction. If these vehicles are not sold at the WCMC Auction, the Village Manager is authorized to dispose of these items as scrap metal.

THIS ORDINANCE shall be in full force and effect from and after its passage, approval and publication as provided by law.

ADOPTED this 4th day of June, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 4th day of June, 2012.

ATTEST:

Teresa Powell
Village Clerk

David G. Pope
Village President

EXHIBIT A
Village of Oak Park
Equipment Replacement Analysis

May 15, 2012

Vehicle #	Year	Make	Model	Mileage	VIN #	Purchase Date	Original Purchase Price	Current Trade-in Value	Total Maintenance Costs		
									Fuel	Repairs and Regular Maintenance (includes parts, labor and fluids)	Combined Total Maintenance Costs
24	2001	Ford	Crown Vic	95,308	2FAFP71W31198325	8/6/2001	\$ 22,855.00	\$ 2,500.00	\$ 16,938.00	\$ 26,611.13	\$ 43,549.13
139	2006	Ford	Crown Vic	77,575	2FAHP71W36X143986	7/25/2006	\$ 22,138.00	\$ 4,000.00	\$ 27,020.88	\$ 36,477.52	\$ 63,498.40
146	2008	Ford	Crown Vic	77,405	2FAHP71V28X123089	10/24/2007	\$ 21,074.00	\$ 6,000.00	\$ 24,496.52	\$ 34,170.72	\$ 58,667.24
147	2008	Ford	Crown Vic	89,392	2FAHP71V08X123091	10/24/2007	\$ 21,074.00	\$ 6,000.00	\$ 27,124.53	\$ 21,445.64	\$ 48,570.17
148	2008	Ford	Crown Vic	86,079	2FAHP71V78X124402	10/24/2007	\$ 21,074.00	\$ 6,000.00	\$ 27,110.85	\$ 40,003.04	\$ 67,113.89
154	2008	Ford	Crown Vic	85,172	2FAHP71V38X124400	10/24/2007	\$ 21,074.00	\$ 6,000.00	\$ 26,195.51	\$ 22,224.78	\$ 48,420.29
593	2001	Ford	Crown Vic	70,000	2FAFP71WX116609	11/27/2000	\$ 22,929.00	\$ 3,000.00	\$ 9,072.73	\$ 14,345.02	\$ 23,417.75
181	2000	Lexus	ES	140,000	JT8BF28G9Y5095675	10/1/2009	\$ -	\$ 3,000.00	\$ 460.04	\$ 2,644.29	\$ 3,104.33
63	2003	GEO	Tracker	93,031	2CNBJ13C036915133	12/2/2002	\$ 16,350.00	\$ 800.00	\$ 17,034.69	\$ 18,517.27	\$ 35,551.96
501	1998	GEO	Tracker	80,125	2CNBJ1368W6912141	1/15/1998	\$ 16,439.00	\$ 500.00	\$ 11,498.21	\$ 26,257.42	\$ 37,755.63

\$ 37,800.00

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

M(1)

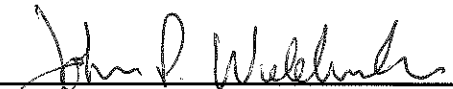
Item Title: Resolution Authorizing the Execution of a Contract with Superior Road Striping Inc., for Thermoplastic Pavement Markings, Waiving the Village's Formal Bid Process.

Resolution or Ordinance No. _____

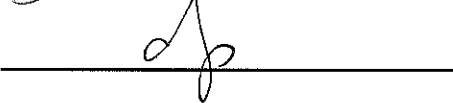
Date of Board Action: June 4, 2012

Staff Review:

Public Works Director:


John P. Wielebnicki

Village Manager's Office:



Item History (Previous Board Review, Related Action, History):

The Suburban Purchasing Cooperative is a joint purchasing program for local government agencies. The Northwest Municipal Conference, on behalf of the Suburban Purchasing Cooperative recently solicited bids for a vendor to perform Thermoplastic Pavement Markings on participating municipalities' streets. The low bid was submitted by Superior Road Striping Inc. of Melrose Park, Illinois.

Thermoplastic Pavement Markings typically last approximately 3 - 5 years and require ongoing maintenance. The Village does not have the staff or equipment to perform a large scale maintenance project such as this and relies on outside contractors for this service. The Department of Public Works is able to complete this work on a smaller scale.

A copy of the joint purchasing award notice with the unit cost summary is attached herewith. This award will form the basis of the contract between the Village and Superior Road Striping.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

The Village re-stripes a portion of its streets each year in order to maintain their visibility. The scope of work to be performed this year includes various centerlines and parking lanes on Oak Park Avenue and Austin Boulevard. Various stop bars and crosswalks adjacent to schools and other areas are also scheduled to be completed. Staff is completing a list of areas where striping work is most needed.

Superior has completed this work for the Village in the past in a satisfactory manner. Staff recommends the Village execute a contract with Superior for this work and waive the Village's bid process.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

There are substantial cost savings to the Village through the participation in this program.

Item Budget Commentary: (Account #; Balance; Cost of contract)

In the 2012 Capital Improvements Fund Budget, account #3095-43700-101-570951,

\$60,000 is allocated for Thermoplastic Pavement Striping. To date, no funds have been used from this account for this work.

The cost for Thermoplastic Pavement Markings by Superior Road Striping Inc., shall not exceed \$60,000.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

An alternative action would be to forego contractor thermoplastic striping this year and use in-house staff and equipment to perform this important road maintenance project. This would result in falling behind in completion of other tasks and projects.

Proposed Recommended Action: Approve the Resolution

RESOLUTION

AUTHORIZING EXECUTION OF A CONTRACT WITH SUPERIOR ROAD STRIPING, INC. FOR THERMOPLASTIC PAVEMENT MARKINGS AND WAIVING THE VILLAGE'S FORMAL BID PROCESS

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute a contract with Superior Road Striping, Inc. of Melrose Park, Illinois for thermoplastic pavement markings in an amount not to exceed \$60,000.00. The contract shall substantially conform to the contract attached hereto.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 4th day of June, 2012.

Attest:

David G. Pope
Village President

Teresa Powell
Village Clerk



Contract

THIS AGREEMENT is made and concluded on June 4th, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302 acting by and through its President & Board of Trustees and **Superior Road Striping Inc.**, 1967 Cornell Court, Melrose Park, IL 60160, its executors, administrators, successors or assigns (hereinafter "Contractor".)

1. A copy of the joint purchasing award notice together with the unit cost summary.
2. Contractor agrees, at its own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract and the requirements of the Streets Superintendent under it, in a total amount not to exceed \$60,000.00.
3. The Contractor agrees to pay not less than the general prevailing rate of hourly wages for work of a similar character on public works in Cook County, Illinois, and not less than the general prevailing rate of hourly wages for legal holiday and overtime work, to all laborers, workers and mechanics employed on this project and to otherwise comply with the Illinois Prevailing Wage Act, if applicable to this job.
4. Contractor affirms that the individual signing this contract is authorized to execute agreements on behalf the Contracting entity.

IN WITNESS WHEREOF, the parties have executed this contract on the date above mentioned.

Attest:

VILLAGE OF OAK PARK

Teresa Powell
Village Clerk
(Seal)

By _____
Cara Pavlicek
Interim Village Manager

SUPERIOR ROAD STRIPING, INC.

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012
[Signature]
LAW DEPARTMENT

By: _____

Printed Name

Its: _____

Title



*A Joint Purchasing Program
For Local Government Agencies*

Suburban Purchasing Cooperative Awards
2012 Thermoplastic Lane Marking Contract #123
To Superior Road Striping

The Suburban Purchasing Cooperative, a cooperative of 135 municipalities in the six county area of Northern Illinois, is pleased to announce the award of a one-year contract for Thermoplastic Lane Marking to Superior Road Striping of Melrose Park, IL. Every municipality and government agency in the State of Illinois is authorized to participate in this program.

Five (5) vendors responded to our Request for Proposals (RFP) ranging from a high of \$539,493.22 to a low of \$400,682.75, submitted by the winning bidder, Superior Road Striping. The contract is effective for one year, from April 12, 2012 through April 11, 2013 with the SPC reserving the right to extend the contract for up to three (3) possible one-year extensions on a negotiated basis. The RFP was not issued in conjunction with the Illinois Department of Transportation (IDOT), so Motor Fuel Tax (MFT) funds may not be used. However, if you have not already agreed to participate in this year's program, you may still do so. 2012 prices are as follows:

<u>Item Description</u>	<u>UOM</u>	<u>Unit \$</u>
4" Thermoplastic Pavement Marking Line	LF	\$0.50
6" Thermoplastic Pavement Marking Line	LF	\$0.75
12" Thermoplastic Pavement Marking Line	LF	\$1.50
24" Thermoplastic Pavement Marking Line	LF	\$3.75
Thermoplastic Pavement Marking Letters & Symbols	SF	\$3.75
Thermoplastic Pavement Marking Removal	SF	\$0.70

To place an order, obtain additional information, or schedule thermoplastic lane marking work in your area, please contact Joan Yario or Sandy Hoyos directly at (708) 865-0718 or thermopros@sbcglobal.net.

Thank you for considering the Suburban Purchasing Cooperative. Please feel free to contact your designated SPC Representative with any questions or comments you may have regarding this program.

Superior Road Striping
1967 Cornell Court
Melrose Park, IL 60160
PHONE: (708) 865-0718 FAX: (708) 865-0296
Contact Person: Joan Yario or Sandy Hoyos
thermopros@sbcglobal.net

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1616 East Golf Road
Des Plaines, IL 60016
Ellen Dayan
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Ed Paesel
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
3180 Theodore Street, Suite 101
Joliet, IL 60435
Cherie Belom
Phone: (815) 729-3535
Fax: (815) 729-3536


VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

M(2)

Item Title: Resolution Authorizing the Execution of a Contract with Allied Door for Installation of Two New High-Speed Overhead Doors for the Public Works Center in an amount not to exceed \$68,060.00.

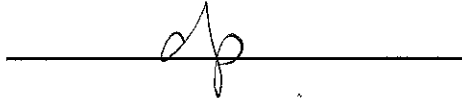
Resolution or Ordinance No. _____
Date of Board Action: June 4, 2012

Staff Review:
Public Works Director:



John P. Wielebnicki

Village Manager's Office:



Item History:

The Public Works Center, built in 2007, includes three large metal overhead doors which serve as the main ingress / egress to the lower level of the building (door #1) and the 1st floor vehicle parking area (doors #2 and #3).

Since these doors were installed, the Village has spent over \$27,000 for multiple repairs due to the high use of these doors. Overhead door #1 is opened and closed approximately 50-75 times per day and overhead doors #2 and #3 are opened and closed up to 25 times per day. The warranty on the doors expired in September of 2008 and the Public Works Department has been incurring the repair costs on a regular basis ever since. All three barrels (spring housings) for each overhead door have already been replaced once.

Item Policy Commentary:

In March of 2012, the Village issued an Invitation to Bid (ITB) for two new high-speed roll-up doors to be installed within the existing framework of the existing metal overhead doors #2 and #3 (the 1st floor level doors). Four bids were received from reputable overhead door companies: Overdoors of Illinois, Allied Door, ASI Doors and Door Systems. Allied Door submitted the most favorable bid and staff recommends awarding the contract for installation of the new doors to Allied Door. The bid summary is included with this AIC.

Albany Ultra Tough doors were specified for this work. Equivalent door types were also requested. Two bidders provided quotes for the Albany door and two bidders provided a quote for an equivalent door manufactured by Marathon.

The Albany door is the preferred model due to its durable design and security features (*thick rubber material in lieu of vinyl*). Staff visited locations where Albany and Marathon doors were installed in order to observe their operation, take photographs and receive historical information on maintenance and repairs. Based on these site visits staff determined that the Albany door would be the best option. The design of the Albany door is such that in-house staff would be able to repair the door if it is ever accidentally knocked out of the vertical tracks. Conversely, the Marathon door is more expensive and is made of rigid horizontal aluminum slats, and the estimated cost to replace the slat components if damaged or hit by vehicles or equipment could range between \$3,000 and \$5,000. Also, a contractor would need to be called out for the Marathon door when repairs are needed.

The existing metal overhead doors #2 and #3 to the 1st level would still serve as the main security doors to the Public Works Center vehicle storage area and would be opened once each morning and closed at the end of each work day. During regular work hours, the new high-speed doors would be used as the main ingress / egress and would be secure and durable enough to withstand inclement weather and high winds as well as multiple daily cycles and accidental damage. The warranty period for the new doors is one year.

Since 2008, Allied Door has performed most of the maintenance and repairs to the existing overhead doors at the Public Works Center, as well as the fire stations and pump stations, and staff is very pleased with their performance and recommends utilizing Allied Door for the installation of the two new doors.

Intergovernmental Cooperation Opportunities:

There are no opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities.

Item Budget Commentary:

The FY 2012 Building Improvement Fund, account no. 3012-43790-101-540673, Capital Improvements, contains \$70,000.00 dedicated for the replacement of the two overhead doors. The total cost of the contract with Allied Door would not exceed \$68,060.00 (the cost of the two new doors plus some necessary repairs to the existing overhead metal door #1 which would cost an additional \$2,300.00).

Item Action Options/Alternatives:

The alternative action would be to delay the replacement of the overhead doors and continue using the existing overhead doors. Due to the fact that these doors have already sustained excessive use and have undergone several repairs, staff does not recommend delaying this work. The negative implications could involve continued repair expenses and lack of security to the Public Works Center if the doors are stuck in an open position.

Proposed Recommended Action: Adopt the Resolution

RESOLUTION

AUTHORIZING THE EXECUTION OF A CONTRACT WITH ALLIED DOOR FOR INSTALLATION OF TWO NEW HIGH-SPEED OVERHEAD DOORS FOR THE PUBLIC WORKS CENTER IN AN AMOUNT NOT TO EXCEED \$68,060.00.

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute an agreement with Allied Door of Lombard, Illinois for the installation of two new high-speed overhead doors and repair of an existing overhead door at the Public Works Center for an amount not to exceed \$68,060.00. Said contract shall conform substantially to the contract attached hereto and made part hereof.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 4th day of June, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Contract Between the Village of Oak Park and Allied Door for the Installation of Two New Albany Ultra Tough High-Speed Overhead Doors and Related Services

THIS AGREEMENT is made and entered into on June 4th, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302, acting by and through its President & Board of Trustees, and Allied Door, PO Box 817, Lombard, IL 60148, its executors, administrators, successors or assigns (hereinafter "Contractor".)

1. Contract Documents

The following documents set forth the terms of this Contract and are incorporated herein:

- a. The Village of Oak Park's Notice to Bidders, Special Provisions and Plans for Public Works Center Overhead Door Replacement; and
- b. Contractor's Proposal dated April 11th, 2012, as amended to delete the Terms and Conditions set forth on the bottom of that proposal.

Where the terms of the Proposal conflict with the terms set forth in the Village's Invitation to Bid or this Contract, this Contract will control first and then the Invitation to Bid.

2. Scope of Services

Contractor agrees to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this Contract and the requirements of the Building Maintenance Superintendent under it.

3. Prevailing Wage

The Contractor agrees to pay not less than the general prevailing rate of hourly wages for work of a similar character on public works in Cook County, Illinois, and not less than the general prevailing rate of hourly wages for legal holiday and overtime work, to all laborers, workers and mechanics employed on this project and to otherwise comply with the Illinois Prevailing Wage Act, if applicable to this job.

4. Governing Law

This Contract shall be governed by the Laws of the State of Illinois without regard to conflicts of law principals. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

5. Price

The total contract price shall not exceed **\$68,060**. The Village, as a local government, is exempt from the payment of sales tax. Tax exempt number E9998-1823-06. Contractor agrees that no part of its price includes sales tax.

6. Payment

Contractor shall submit a monthly invoice for the work done. Upon acceptance of the work completed reflected in the invoice, the Village of Oak Park will pay all undisputed portions of invoices within 30 days of approval as provided in the Local Government Prompt Payment Act, 50 ILCS 505/4. The maximum interest rate for any payment not made within 30 days of approval is 1% per month.

7. Insurance

Prior to commencing the work Contractor shall provide the Village of Oak Park with proof of insurance demonstrating that it has, in full force and effect, policies of insurance in the following amounts and types:

- a. Workers Compensation Insurance in amounts required by Illinois Law.
- b. General Liability Insurance in the minimum amount of \$1,000,00 per occurrence.

8. Fees and Costs

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys fees and costs.

9. Warranties

Contractor agrees that the Village of Oak Park will be the beneficiary of any manufacturer's warranties. Contractor agrees to warrant its installation services for one year.

VILLAGE OF OAK PARK

ALLIED DOOR

Cara Pavlicek
Interim Village Manager

Printed name and title

Date: _____

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012
Kunde M. Barto
LAW DEPARTMENT

ALLIED DOOR INC.

PO BOX 817 LOMBARD IL 60148

1-888-660-1877

DATE

4/11/2012

PROPOSAL NUMBER

0000020701

Sales Rep: John F

Village Of Oak Park PW
201 South Blvd.
Oak Park IL 60302

Attn: Vic

Village Of Oak Park 201 South Blvd
201 South Blvd
Oak Park IL 60302

Work 708-574-1239
Fax 708-358-5711

TERMS NET 30 Purchase Order

QTY	DESCRIPTION	TOTAL
	To Provide The Labor And Material For The Following: At #2 #3 door locations mounted on outside of door opening;	
2.00	22 x 14 Ultra Tough Albany Rubber door 1/4" thick 2 layer SBR 1750PSI curtain material. Curtain material is warranted for the life of the door against manufacture defects.	65,760.00
2.00	ACS-50 Controller Included	
6.00	10" x 18" Windows (3 per door)	2,370.00
2.00	Hoods and Motor Covers included (1-per door) *Door speed will be open/close 18" per second. With optional 100,000 cycle springs speed would be open / close 36"/18" at no extra charge but overall usage would be limited to 100,000 cycle spring life.	
2.00	Make proper wire connections to existing openers included. 1 year parts and labor for manufacture/installation defects.	
	Optional equipment (not included in total) Ultra Smart Controller 2640.00 (each door) Truck Guard Light Curtain safety system Add to total 702.00 (each door)	
1.00	At door 1 Replace 23- 18'6" slats at 12" off floor Please Sign And Fax Back To 630-333-1089 If Acceptable. Please Note Terms. Please Allow 4 To 6 Weeks For Delivery Thank For The Oppportunity To Quote This For You. If You Have Any Questions Please Give Me A Call . Ask For John. jf@allieddoor.com	2,300.00

REVIEWED AND APPROVED
AS TO FORM

MAY 25 2012


LAW DEPARTMENT

\$68,060.00

Total: \$70,430.00

Signature of Acceptance _____ Date: _____ Deposit Amount _____
 Please Print Name: _____ Check# _____
 Position: _____ Balance Due _____
 Purchase Order: _____

Terms and Conditions:

- 1) Buyer(s) agrees to pay the total of this contract within the terms stated above.
- 2) Buyer(s) agrees to pay interest on any unpaid invoices over 15 days at the maximum law allowance.
- 3) The prices stated on this proposal are subject to change after 30 days of date stated above.
- 4) Seller shall be allowed uninterrupted and exclusive access to openings during installation of equipment.
- 5) Buyer(s) shall be responsible for any court costs, attorney fees and any other expenses arising out of unpaid balances.
- 6) Buyer(s) agree any and all deposits made will be non-refundable.
- 7) Buyer(s) agrees to be responsible for full payment. Buyer(s) shall be responsible for wage labor or work stoppage.
- 8) Buyer(s) agrees these terms supercedes any and all agreements in writing or verbal.
- 9) Buyer(s) agrees to allow seller permission to reclaim repossess any and all materials in the event of any unpaid invoice(s).
- 10) Buyer(s) agrees to indemnify and hold Allied Garage Door Inc. and any agents or employees harmless from any and all claims.
- 11) Buyer(s) agrees a faxed signature to be legally binding.





The Village of Oak Park
Department of Public Works
201 South Boulevard
Oak Park, Illinois 60302

708.358.5700
Fax 708.358.5711
publicworks@oak-park.us
www.oak-park.us

**Village of Oak Park
Public Works Center Overhead Door Replacement
INVITATION TO BID
Issued 3/30/12
SCOPE OF WORK**

The Village of Oak Park (VOP) is requesting bids from qualified overhead door companies to install two (2) new high-speed overhead (OH) doors within the existing framework of two larger, steel overhead doors (#2 and #3 at the Public Works Center, located at 201 South Blvd. in Oak Park, IL.

General Scope of Work:

- Install two (2) new Albany Ultra Tough (or equivalent) high-speed roll-up OH doors utilizing the existing framework for the current OH doors. Include Smart Start HFC1 control box with NEMA 4 enclosure. Attached to this ITB is a diagram of the new high-speed OH door that the Village has selected.
- The two existing steel OH doors (#2 and #3) shall remain in place and operable. VOP will continue to use the existing steel OH doors as the main security doors after hours. The barrels for the existing OH doors are located on the inside of the building. The approximate size opening for the existing OH door framework is 22 feet wide by 14 feet high. The new high-speed OH door shall have a minimum clearance height of 14 feet. For this reason, the equipment associated with the new high-speed OH doors will most likely need to be installed / mounted on the outside of the building.
- Remove the existing remote operator receivers for OH doors #2 and #3 and reinstall them to operate the new overhead doors.
- Some general maintenance / repair work is also needed on the existing metal OH door #1 and shall be part of this project. All bidders shall include a separate cost to perform the following work:
 - * Replace worn-out slats: QTY 23; 18'6" X 3" flat slats with end locks. All slats shall start at 12" off the bottom of the door.

Bids are due by 10:00 a.m., Wednesday, April 18th, 2012. Bids can be mailed directly to the Public Works Center located at 201 South Blvd., Oak Park, IL, 60302 to the attention of Vic Sabaliauskas, Building Maintenance Superintendent; or e-mailed to Sabaliauskas@oak-park.us or FAXed to 708-358-5711. Contact Vic directly at 708-358-5710 or 708-574-1239 to schedule a site walk-through meeting.

The Village of Oak Park TAX exempt ID # is E 9998-1823-06.

TOTAL LUMP SUM COST TO INSTALL TWO NEW OH DOORS AS DESCRIBED ABOVE: \$ 65,760⁰⁰

TOTAL COST TO REPAIR EXISTING OH DOOR #1: \$ 2300⁰⁰

Company Name: Allied Door

Company Representative: John Franco

Phone: 630-279-0795 Fax: 630-279-0882 Email: jfr@allieddoor.com

Signature of Company Representative: John Franco

Date: 5/04/12 *

- Please contact Building Maintenance Superintendent, Vic Sabaliauskas at 708-358-5710 or sabaliauskas@oak-park.us for any questions.

* Bid due date was extended by VOP

**Proposal Summary for
Village of Oak Park Public Works Center Overhead Door Replacement**

Company Name	MBE	WBE	NON-M/WBE	Type of Door Being Proposed and Total Cost*	
				Albany Ultra Tough M&I	Marathon Model 109E
1 Allied Door			X	✓	
			**Repair Work:	\$ 65,760.00	
			TOTAL:	\$ 2,300.00	
				TOTAL:	\$ 68,060.00
2 Overdoors of Illinois			X	✓	
			**Repair Work:	\$ 65,838.00	
			TOTAL:	N/A	
				TOTAL:	\$ 65,838.00
3 Door Systems			X		✓
			**Repair Work:	\$ 72,000.00	
			TOTAL:	\$ 6,098.00	
				TOTAL:	\$ 78,098.00
4 ASI Doors			X		✓
			**Repair Work:	\$ 79,921.00	
			TOTAL:	N/A	
				TOTAL:	\$ 79,921.00

* The Village specified an Albany Ultra Tough High-Speed Roll-Up door but was open to other alternatives. The Albany door was the preferred model due to its durable and maintenance-friendly design and security features.

**Repairs to an existing overhead door at the PWC are also needed and were included in the ITB. Repair costs are shown above. Overdoors and ASI Doors did not provide a cost for this work.

VILLAGE OF OAK PARK

AGENDA ITEM COMMENTARY

N

Item Title: Motion To Refer Application For Special Use Permit From Oak Leaf Academy LLC. To Operate A Day-Care Center At 1046-48 Pleasant Street To The Zoning Board Of Appeals To Hold A Public Hearing.


Date of Board Action:

June 4, 2012

Submitted by:

Michael Bruce, Zoning officer

Village Manager's Office:


Signature

Item History:

Oak Leaf Academy received approval on October 3, 2011 to operate a day-care center at **149-155 S. Oak Park Avenue** from the Board. However, after the approval the ownership group of the building was unable to provide them with a definitive date that the current tenant, the Veterans Center, would vacate a portion of the premises. The Veterans Center is still occupying the tenant space. Therefore the applicants located another tenant space to operate Oak Leaf Academy, and must start the special use process anew.

To this end, On May 18, 2012, JoAnn Gantar and Melissa Lumkes, on behalf of Oak Leaf Academy LLC., filed an application pursuant to Section 3.1 (Summary Use Matrix) and Section 4.5.2 H (Day-Care Centers) of the Zoning Ordinance of the Village of Oak Park requesting the issuance of a special use permit, authorizing a day care center located at 1048 Pleasant Street.

The tenant space is located in a B-1/B-2 General Business Zone District. Section 3.1 (Summary Use Matrix) and Section 4.5.2 H (Day-Care Centers) of the Zoning Ordinance of the Village of Oak Park requires that a special use permit is necessary to operate a duly licensed day-care center in all zoning districts.

Item Policy Commentary:

Section 2.2.3(C) of the Zoning Ordinance requires that the President and Board of Trustees refer the application for special use permit to any appointed or elected commission or committee, including but not limited to the Zoning Board of Appeals or Plan Commission, for the purpose of holding a public hearing thereon pursuant to Section 2.2.5.

The Applicant is applying for a special use permit to operate a day-care center for children ages six weeks to six years between the hours of 7:30 a.m. to 6:00 p.m. Monday-Friday. The applicant is proposing to have three classrooms. According to the applicant there are three on-site parking spaces available, meeting the Zoning Ordinance requirement for on-site parking for this proposal. According to the application, at capacity Oak Leaf Academy will hire approximately nine (9) employees and could enroll a maximum of 47 children based on the size of the space.

Item Budget Commentary:

No impact to the budget relative to processing the application. The required application fee has been paid by the applicant.

Proposed Commission Action:

Refer this case to the Zoning Board of Appeals to hold a public hearing at its next regularly scheduled meeting date.



Application for Special-Use Permit

Village of Oak Park 708.383.6400
123 Madison Street
Oak Park, IL 60302-4272

Applicant Information

Name of Applicant: [Please print] Oak Leaf Academy, LLC, JoAnn Gantar & Melissa Lumkes
Address of Subject Property: 1046-48 Pleasant Street
Owner of Subject Property: Steven Saraceno Owner's Address: 725 S. Kenilworth Ave. Oak Park, IL 60304
Authorized Agent: [Please print] Steven Saraceno Address: SAME
Phone Number: 708-287-1691 E-Mail Address: Steven@hypeinc.com

Are there any original covenants, conditions, or deed restrictions concerning this property in the type of improvements, set backs, area, or height requirements? Yes (If yes, attach explanation) No

Are there any contracts or agreements of any nature in existence with regard to the sale or disposal of this property that are contingent upon the decision made pursuant to this application? Yes (If yes, attach explanation) No

The present owner acquired legal title to these premises on: August 11, 2006

Case Information

The Applicant seeks a special-use permit to: Open a Child Care Center

The subject property is located in the B1/2 General Business Zone District(s).

The subject property is presently used as: vacant

Certification

I hereby depose and say that all the above statements, as well as any statements contained in the papers submitted in support of this application submitted herewith, are true.

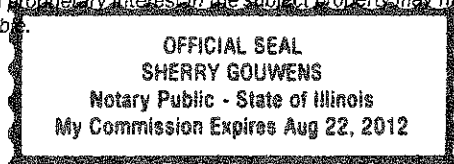
Sworn to me this 17 day of MAY, 2012.

Sherry Gouwens
Notary Public

JoAnn Gantar & Melissa Lumkes
Applicant

My commission expires: 8/22/12

Notice: This application must be completed fully and legibly, and accompanied by all required submittals, as listed on the reverse side of this application. Only persons having a proprietary interest in the subject property may file an application. The application fee is due at time of application, and is not refundable.



Responses to Special Use Standards: Section 2.2.3 (D) of the Zoning ordinance of
the Village of Oak Park

- 1. The proposed building or use at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience and will contribute to the general welfare of the neighborhood or community;**

The Oak Leaf Academy is a premier preschool, which will provide education and care for children in a full day setting, for children ages 6 weeks to 6 years. According to our research, most quality programs have a wait list for enrollment. Our schools location will bring consumers to downtown Oak Park and promote the use of local businesses such as restaurants, retail and entertainment. This location is ideal for a daycare center, due to its proximity to public transportation (The Green Line and Metra) and because of its proximity to public parks, The Oak Park Library and other community facilities.

- 2. The proposed building or use will not have substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare;**

The Oak Leaf Academy will not have an adverse effect upon adjacent properties immediately to the east and west. East of the Property is a Physical Therapy office and directly west of the property is a Photography studio. Neither business will feel competition from Oak Leaf Academy. Around the corner from the property on Marion Street, are restaurants, retail stores, a salon and business offices which will all feel no competition. These proprietors will benefit from the increased amount of families visiting the area. The proposed building has three parking spots in the rear of the building to be used by employees. We project to have 3 classrooms in our school, there are 3 spots leased. The hours of operation will be 7:00am-6:00pm Monday-Friday. Parents will come at different intervals to drop off and pick up children from the center. Inquiries have been made with the Village of Oak Park Parking Services office regarding applying for loading zone permits, in front of 1046-48 Pleasant Street. Building inspections will be made and repairs done as part of lease agreement. All repairs made will be in the Village of Oak Park and State code regulations.

- 3. The proposed building or use will be designed, arranged and operated so as to permit the development and use of the neighboring property in accordance with the applicable district regulations;**

Property 1046-48 Pleasant Street is located in B-1/B-2 Business District. Oak Leaf Academy is a day care center in which a Special Use Permit is required to attain for the uses allowed in this Zone District. B-1/B2 Business District is a District in which duly licensed Day-Care Centers shall be permitted as special uses according to the district regulations. Oak Leaf Academy has been working with WDN Architecture, to secure a plan that is in accordance with the Oak Park and State regulations. A floor plan is attached in the plan. We are confident that our business will not hinder the neighboring properties/businesses, but rather increase the use of the local businesses. In our plans we will be making improvements to the external façade by replacing doors, windows and awnings.

- 4. The proposed building or use complies with the more specific standards and criteria established for the particular building or use in question by Sections 2.2.7 (Planned Development Procedures) and 4.5 (Special Uses) of this Zoning Ordinance;**

Planned Development Procedures are not applicable to our proposed special use.

Chapter 4.5H States: **Day-Care Centers- B-1/B-2 General Business District** in which duly licensed Day-Care Centers shall be permitted as special uses according to the district regulations. We are continuing our licensing procedures through the State of Illinois through the Department of Child and Family Services. We have been in contact with our DCFS licensing rep, Miss Margo Cralle.

- 5. The proposed building or use has been considered in relation to the goals and objectives of the Comprehensive Plan or the Village of Oak Park;**

COMPREHENSIVE PLAN

Housing: Non-Applicable

Transportation and Parking

Objective A: To maintain the residential nature of neighborhoods while allowing for the safe flow of traffic within Oak Park.

Caregivers will be asked to drop off and pick up their children using the front entrance of the building located on Pleasant Street. The hours of operation for the center will be 7:00am- 6:00pm Monday-Friday. Parents will come at different intervals throughout the day to drop off and pick up children from the center. Inquiries with the Village of Oak Park Parking Services have been made regarding applying for loading zone permits, in front of the building at 1046-48 Pleasant Street.

Objective B: To provide adequate parking for residents, shoppers, employees, commuters and visitors, including persons with disabilities.

According to the Oak Park Zoning Ordinance, day-care centers are required to have one parking spot per classroom and Oak Leaf Academy will only have a capacity for 3 classrooms. Employees of Oak Leaf Academy will be strongly encouraged to take public transportation, such as the green line, metra rail or buses located within blocks of the facility or will receive a stipend for parking in public lots also located nearby. Parents and caregivers of children attending the center will not be parking in nearby metered spots for longer than allotted time due to the fact that they will be commuting to work or school for the remainder of the day.

Objective C: Enhance public transportation opportunities for all residents, including those with limited mobility, and encourage more use of public transportation and neighborhoods while allowing for less dependence on automobiles.

The property at 1046-48 Pleasant Street is located within blocks of the green line and metra rail; parents are caregivers may feel inclined to take these modes of public transit to employment in the Chicago land areas if their children's day-care center is near these facilities. Families could then drop their children off at Oak Leaf Academy and take public transportation to work due to the convenience of the location.

Objective D: To use Oak Park's excellent mass transportation facilities as an economic development tool.

Non-Applicable

Public Facilities and Services: Non-Applicable

Economic Development

Objective A: To maximize the potential for establishing tax-generating commercial and residential development and redevelopment.

Oak Leaf Academy is a for-profit Limited Liability Corporation. Property at 1046-48 Pleasant Street is a leased space and in leasing agreement owner pays property tax with tenant contributing to increases per year as part of a gross modified lease.

Objective B: To stimulate increased private investment in Oak Park.

Oak Leaf Academy is a privately owned and run facility.

Objective C: To encourage existing businesses to remain and expand, and to attract new businesses that improve the mix of retail and service establishments.

Oak Leaf Academy plans to lease a property on Pleasant Street that has been vacant for a while. Filling this spot will encourage other retail and service establishments to also want to occupy property in the area that has also been vacant. A high-quality preschool in the area will provide higher standards in early childhood education and bring positive attributes to the community. These high standards of care will make the village of Oak Park a more desirable place to live and raise children as well as establish a neighboring business. Existing businesses in the area will increase revenue with the increase in families visiting the area. At capacity, Oak Leaf Academy could enroll 47 children and families, therefore increasing the foot traffic and visitation of the area and businesses by that large amount.

Objective D: To attract a larger proportion of retail purchases from within Oak Park's market area

At capacity Oak Leaf Academy will need to hire a minimum of 9 employees. This allows a source of employment to residents of Oak Park. This will increase local employment opportunities and may also encourage recent graduates of local universities who may become employed to live in Oak Park as well.

Citizen Participation

Goal: To maintain a high and representative level of citizen involvement in village affairs.

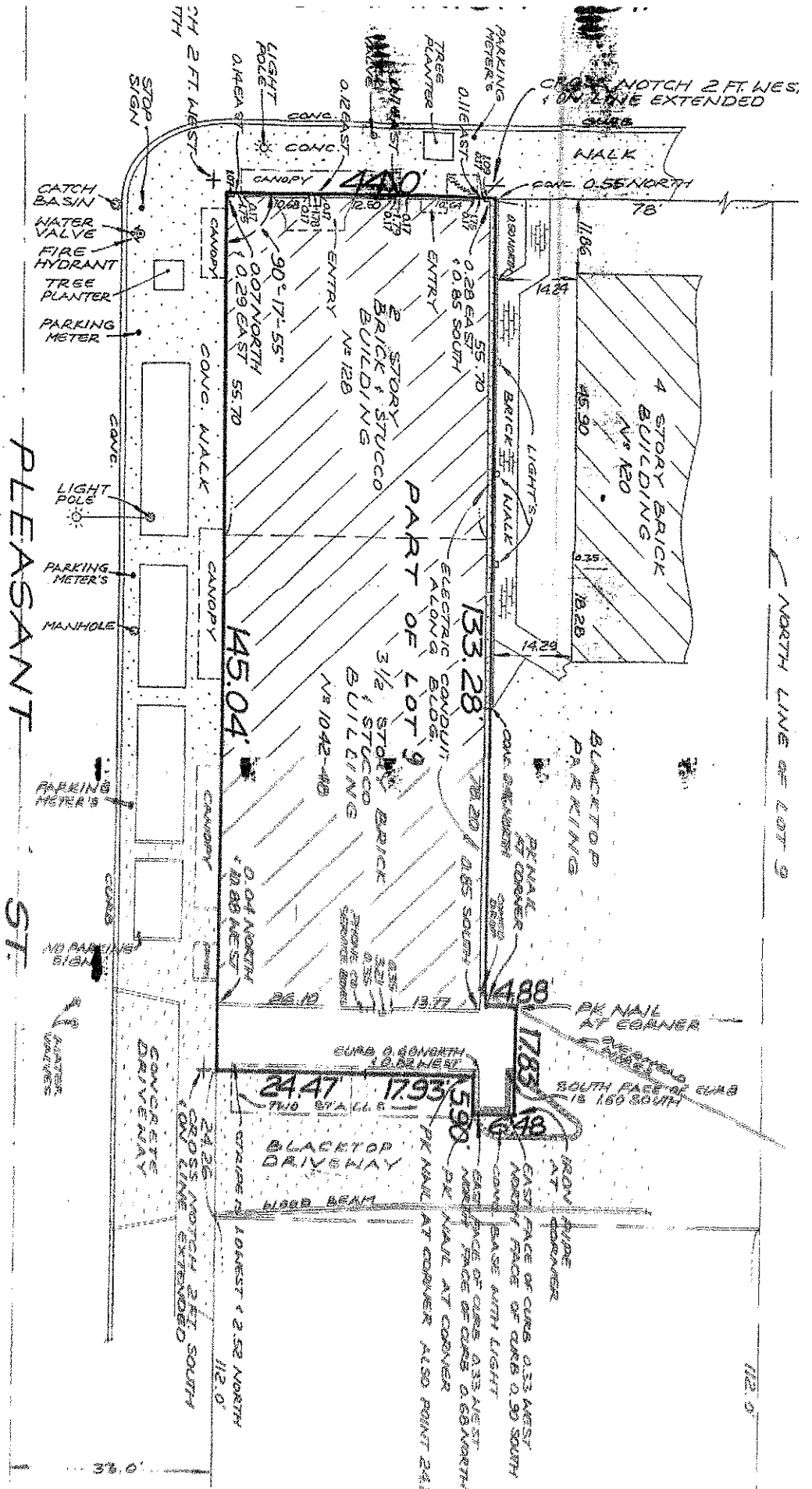
Objective: To maximize opportunities for citizen involvement in the decision-making process.

The owners of Oak Leaf Academy plan to become involved in various advisory boards once business is established in Oak Park.

- 6. There shall be a reasonable assurance that the proposed buildings or use will be completed and maintained in a timely manner, if authorized.**

The leasing agreement with the owner of 1046-48 Pleasant Street is contingent upon receiving the Special-Use Permit. Once lease is signed, construction will immediately begin on property to meet the Department of Child and Family Services licensing standards and the Oak Park Village codes.

2 50. FT.
87 ACRES



is of a foot and their equivalent

J.T. and Allison Terry
909 Lathrop Avenue
Forest Park, IL 60130
June 17, 2011

Village of Oak Park
Special Zoning
123 Madison Street
Oak Park, IL 60302

To Whom It May Concern:

We are writing to share our excitement for the proposed childcare facility, Oak Leaf Academy, opening in Oak Park. We are counting the days until our daughter, 2 year old Charlotte, can be enrolled. We feel that Melissa Lumkes and JoAnn Gantar bring a wonderful service to the many working parents in the Oak Park area. They are both such wonderful and caring individuals, and their vision of an educational-based childcare facility meets all the expectations we have for the care of our daughter. We both work in Oak Park and have struggled to find the level of childcare we hoped for Charlotte. We have spoken to many friends and colleagues who feel that the area provides limited facilities, and Oak Leaf Academy will be a welcomed addition to the Village of Oak Park. We plan on enrolling Charlotte the day the door opens. Thank you for the support of this proposed business.

Sincerely,

J.T. and Allison Terry

June 19, 2011

To Whom It May Concern:

My husband and I are thrilled and excited about the possible opening of the Oak Leaf Academy this fall. The Oak Park and River Forest area is a wonderful place to raise a family, but we do lack an abundance of high quality, all day preschool programs. The programs that are available are wonderful, but the wait list is literally years to get into these schools, especially if you've recently moved to the area and have a preschool aged child (as we do). We desperately need more options of high quality care for the working parents of these suburbs. The Oak Leaf Academy would fill a void that is much needed and we are so looking forward to sending our 3 year old daughter there this fall. We can't think of a better option for the village of Oak Park to endorse.

Sincerely,

Julie Sievert and Kurt Hasenbalg
627 Bonnie Brae, River Forest, IL 60305

June 19, 2011

To Whom It May Concern,

We are very excited for Luke to start at Oak Leaf Academy preschool in the fall! We love the location and are glad he will be in a learning environment before the age of 3.

Warmest regards,

Julie Menacho
800 S. Carpenter
Oak Park, IL 60304

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VILLAGE OF OAK PARK

AGENDA ITEM COMMENTARY

Item Title: Resolution to Approve the lease purchase of a Foster Coach/Medtec Ambulance in the Amount of \$ 162,700. Waiving the Village's Bid Process to Participate in the Northwest Municipal League's Joint Bid Process.

Resolution or Ordinance No. _____

Date of Board Action: *June 4, 2012*

Staff Review: 

Village Manager's Office: _____ 

Item History (Previous Board Review, Related Action, History):

Oak Park has three ambulances: two are in service everyday, and the oldest ambulance is kept in "deploy-ready condition" in reserve. In the public works strategic vehicle replacement plan one ambulance is scheduled to be replaced every three years, and this schedule has been followed for ambulances for the last nine years.

Item Policy Commentary (Key Points, Current Issue, Recommendation):

The replacement scheduling of ambulances takes into account primarily three variables: usage (engine hours); trade-in value; and maintenance costs. The expected life span for an ambulance is 8-10 years. Our ambulances bear the brunt of all emergency calls averaging ten calls a day for EMS calls, and 5 calls a day on other fire responses. By replacing an ambulance every three years, the front-line ambulances see six years of daily use. After they are placed in reserve the ambulance still receives significant usage as we are committed to having two ambulances in service, so consequently they are placed back in service any time an ambulance requires maintenance or repairs. Trade-in value and maintenance costs, if plotted on a time-line graph, would be two lines that, for ambulances, wind up intersecting at around six years of service. Due to their heavy usage, trade-in values for ambulances decline sharply after six years.

We have utilized the Northwest Municipal League's bidding process to identify the manufacturer . That bidding process invites ambulance manufacturers to bid on a specified ambulance, and then awards a contract to the lowest bidder meeting the specifications. For 2012, Foster Coach Sales/Medtec was awarded the contract. Foster Coach is also the manufacturer of our newest ambulance (2010), so Fleet Services is familiar with the apparatus, and is very satisfied with its performance and serviceability over the last three years. The cost of an ambulance, meeting our specifications (Type 1), is \$162,700.

The ambulance we received in 2010 from Foster/Medtec was leased at a purchase price of \$149,000. Since that time, new ambulances have to comply with federal exhaust emission requirements which have increased costs due to additional exhaust equipment and also a

larger vehicle chassis to accommodate the extra equipment.

Item Budget Commentary: (Account #; Balance; Cost of contract)

The 2012 budget approved \$55,000 for a new ambulance lease.

Proposed Action: Approve the Motion

RESOLUTION

To approve the lease purchase of a Foster/Medtec ambulance

WHEREAS, the person who serves in the position of Chief Financial Officer normally serves in the capacity of Village Treasurer; and,

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK, COOK COUNTY, ILLINOIS that the Village President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, that the Village Manager is hereby authorized and directed to enter into a lease purchase of a new ambulance from Foster Coach, waiving the Village's bid process, in an amount not to exceed \$162,700. Said purchase shall substantially conform to the quote hereto attached.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this June 4, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this June 4, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

FOSTER COACH SALES, INC.
 903 Prosperity Drive P.O. Box 700
 Sterling, Illinois 61081

SF00564

Phone: (815) 625-3276
 (800) 369-4215

Fax: (815) 625-7222

Web site: www.fostercoach.com

QUOTATION

TO: OAK PARK FIRE DEPARTMENT
 100 NORTH EUCLID
 OAK PARK, IL 60301

DATE: 01/29/12

ATTN: CHIEF TOM EBSEN

REFERENCE: NEW AMBULANCE

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below and on the reverse side hereof.

QTY.	DESCRIPTION	EACH	NET PRICE
1	2012 FORD F450 TYPE I AMBULANCE WITH A MEDTEC M172 CUSTOM CONVERSION	\$ 174,583.00	\$ 174,583.00
	PRE-PAYMENT OPTION [due at time of signing o order]	\$ -5,907.00	\$ -5,907.00
	PERFORMANCE BOND COST	\$ 524.00	\$ 524.00
			\$ 169,200.00
	TRADE IN OPTION		
	2003 FORD E450 WHEELED COACH W/45,000 MILES	\$ -6,500.00	\$ -6,500.00
		Total	\$ 162,700.00
	ACCEPTED BY: _____		
	TITLE: _____ Date: _____		

ESTIMATED DELIVERY:
 180 DAYS AFTER RECEIPT OF CHASSIS

PROPOSED BY: _____
STEVE FOSTER, PRESIDENT

- ◆ Welcome
- ◆ Member Resources
- ◆ News & Events
- ◆ Links

NWMC
1616 East Golf Road
Des Plaines, IL 60016
Phone: 847-296-9200
Fax: 847-296-9207

Ambulances and Fire Apparatus

Ambulances

The Suburban Purchasing Cooperative (SPC) Governing Board Awards Type I Additional Duty Ambulance Contract to Foster Coach Sales, Inc./Medtec Ambulance Corporation.

- ☞ [2011-12 Ambulance Membership Memo](#)
- ☞ [2011-12 Ambulance Contract Award](#)
- ☞ [Foster Coach-Medtec Proposal](#)

Ordering Information

Orders are placed directly with Foster Coach Sales, Inc. The duration of the contract is November 14, 2011 through November 13, 2012.

Foster Coach Sales, Inc.
PO Box 700, 903 Prosperity Drive
Sterling, IL 61081
Phone: 800-369-4215 x3
Mobil: 815-499-0125
Fax: 815-625-7222
Contact Person: Steve Foster
steve@fostercoach.com

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VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: ORDINANCE GRANTING APPROVAL FOR 2012 GALA FOURTH OF JULY FIREWORKS DISPLAY.

Resolution or Ordinance No. _____

Date of Board Action **June 4, 2012**

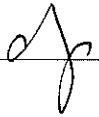
Staff Review:

Village Clerk



Teresa Powell

Village Manager Office



Item History (Previous Board Review, Related Action, History):

The annual GALA (Great American Lightshow Association Charitable Trust) Fireworks held on July 4th has been an Oak Park tradition since 1976. GALA Trustee Ruth S. McLaren is asking the Village Board to authorize the fireworks display for 2012 to be held at the Oak Park-River Forest High School athletic fields. Please see attached letter from GALA.

Item Policy Commentary (Key Points, Recommendation, Background):

The display will be fired by Mad Bomber Fireworks Productions, Kingsbury, Indiana, who presented the fireworks in our Village last year. The display is schedule for Wednesday, July 4, 2012 at dusk, with a rain date of Thursday, July 5, 2012. The certificate of liability insurance is attached.

Item Budget Commentary:

The fireworks are paid for by citizens' contributions. Both the Fire and Police Departments have been working with the organizers of the event including the following: Community Bank, Park District of Oak Park, REACT, Oak Park-River Forest High School, and Mad Bomber Fireworks Productions.

There will be police officers (for traffic and crowd control) fire department personnel as per attached documents. GALA reimburses the Fire Department for the services rendered by the firefighters who have to be on duty during the event.

Proposed Action:

Adopt the Ordinance.

ORDINANCE

Granting Permission for Supervised Public Display of Fireworks

BE IT ORDAINED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

1. That the Village of Oak Park hereby grants permission to Great American Lightshow Association Charitable Trust (GALA) (permittee) to conduct a supervised public display of fireworks on July 4, 2012 or if canceled because of weather conditions, then on July 5, 2012 on the grounds of the Oak Park-River Forest High School at Lake Street and Linden, Oak Park, Illinois, subject to the following restrictions:
 - A. Such display shall be conducted by Great American Lightshow Association Charitable Trust (GALA).
 - B. Such display shall be of such a character and so located as not to be hazardous to property or endanger any person.
 - C. The permittee shall make application for a permit to conduct such display on the application form attached to this Ordinance as Exhibit A and shall comply with the regulations set forth on the application form, which are incorporated herein by reference.
2. The permittee agrees to and shall furnish the Village of Oak Park a Certificate of Insurance for liability in connection with said fireworks display in an amount of not less than \$5,000,000 and said insurance shall include the Village of Oak Park and Board of Education of the Oak Park-River Forest High School as parties insured.
3. No such display shall be conducted unless the permittee first obtains a written consent of the Board of Education of the Oak Park-River Forest High School.
4. The permittee shall restore all premises used in conjunction with the display to the same condition in which said premises were prior to the display.

Supervised Public Display of Fireworks

5. The fireworks display shall be terminated by 11 p.m. on July 4, 2012.
6. If the permittee violates any of the provisions of this ordinance, the permittee shall be subject to a fine of not-to-exceed \$1,000 for each violation.

THIS ORDINANCE shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June, 2012.

Permittee

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Published by me in pamphlet form this _____ day of _____, 2012.

Teresa Powell
Village Clerk

RECEIVED

2012 APR -3 PM 1:05

VILLAGE CLERK
OAK PARK, IL
March 29, 2012

Community Bank Oak Park • River Forest

GALA
GREAT AMERICAN LIGHT SHOW ASSOCIATION
JULY 4TH
FIREWORKS CELEBRATION

RECEIVED

APR 02 2012

Village Manager's Office

Cara Pavlicek
Village of Oak Park
1 Village Hall Plaza
Oak Park, Illinois 60302

Acting Manager Pavlicek:

We are beginning plans for the Great American Lightshow Association Charitable Trust (GALA) Annual Fourth of July Fireworks Show. It is our intention to again hold the fireworks show on the grounds of Oak Park River Forest High School.

Accordingly, on behalf of GALA, I ask that the Village of Oak Park continue as a partner in the 2012 GALA Fourth of July Fireworks Show. All arrangements will be substantially the same as in prior years. GALA representatives will coordinate with the staff of Oak Park River Forest High School on all details for the show. Prior to the presentation of the fireworks show, GALA will provide proof of insurance naming the Village of Oak Park as additional insured. We will also seek appropriate authorization from the Park District of Oak Park and River Forest High School District 200. Additionally, all aspects of the show will be coordinated with the Oak Park Fire Department and the Oak Park Police Department.

The show will begin at dusk (approximately 9:15 pm) on Wednesday, July 4. In the event of inclement weather the event will be held the following evening, Thursday, July 5.

We are looking forward to another great show with the support of your fine staff. Please feel free to contact me with any questions.

Sincerely,



Ruth S. McLaren
Trustee



Outdoor Special Event Permit Application

The Village of Oak Park
Office of the Village Clerk
123 Madison St.
Oak Park, IL 60302

708.358.5670
708.358.5108 fax
clerk@oak-park.us
www.oak-park.us

SPONSOR/CONTACT INFORMATION

Name of Sponsor Community Bank of Oak Park River Forest Contact Person Frank Frigo
Contact Address 1001 Lake Street, Oak Park, IL 60301
Contact Phone 708-660-7031 Contact E-mail Address Frankf@cboprfr.com

EVENT INFORMATION

Name of Event GALA Fireworks Show
Event Date(s) Wednesday, July 4 Rain or Alternate Date(s) Thursday, July 5
Event Location/Route (map/layout should be attached) OPRF High School Athletic Fields
Event Times from _____ a.m. / p.m. until _____ a.m. / p.m.
Number of people projected to attend this event: _____

STREET CLOSURES AND PARKING

Street(s) Lake Street, with the cooperation of the OPPD
 will not be closed will be closed (Please attach map or sketch of all closures.)
If closed, which streets and blocks?
Closed from _____ a.m. / p.m. until _____ a.m. / p.m.
Does this street have parking meters that will need to be covered during the event? yes no
Does this street normally have access to a permitted parking lot? yes no

If yes, what is the lot number and location?
List any other parking-related requests or considerations

VILLAGE SERVICES AND OTHER REQUESTS

Alcohol will will not be served other than inside currently licensed establishments
If alcoholic beverages will be served outside, attach list of vendor(s) and location(s). Vendors must have current liquor licenses of required types.
Barricades will will not be used
The Village can provide barricades. If the applicant picks up and returns the barricades undamaged, no charges will be assessed. However, if Village staff deliver and pick up the barricades, the applicant will be charged for staff time. Barricades must be erected in accordance with Village directions. Contact Public Works at 708.358.5700 and ask for Streets Division Supervisor for more information.
Fireworks will (if yes, attach copy of state fireworks application.) will not be used
Food will will not be served other than inside licensed restaurants
All food vendors must obtain a food permit. Vendors will be inspected by the Oak Park Department of Public Health. Contact the department for more details at 708.358.5480 or e-mail health@oak-park.us.

Police will notify you should officers and/or vehicles be required.

Portable bathrooms

will

will not be used

If yes, list number and where they will be located.

Public address system

will

will not be used

The existing P.A. system at the OPR F.H.S. Football stadium.
If yes, who will provide, where it will be located and the number and type of musical/entertainment and/or presentations.

Refuse receptacles

will

will not be used

If refuse receptacles will be required, the applicant must coordinate sufficient quantities of containers, refuse collection and removal of emptied containers with an independent hauler. Applicant must provide written verification of adequate refuse disposal accommodations, subject to approval by the Village. If verification such as a contract with a private hauler is not provided with this application, it must be provided at least 14 days prior to the event. Applicant will be charged for any post-event cleanup provided by the Village. The Oak Park Public Works Department can provide a list of waste haulers who are licensed in the Village - call 708.358.5700 for more information.

Special fencing

will

will not be used

If yes, list who will provide it and where it will be located.

Lighting/Electric All participants will need to provide their own source of power for their specific needs, the Village will not provide electrical services of any sort.

List equipment that requires electric power

List source of the electric power

Special water service

will

will not be required

If food is being served, organizers must provide a potable water source. Those wishing to use a Village hydrant or other water source will need to provide a \$1,500 refundable deposit. Vendors may also use their own source.

Stages

will

will not be used

If yes, list who will provide and where it will be located.

Temporary structures (such as tents)

will

will not be erected

If yes, list number, type and location.

INSURANCE

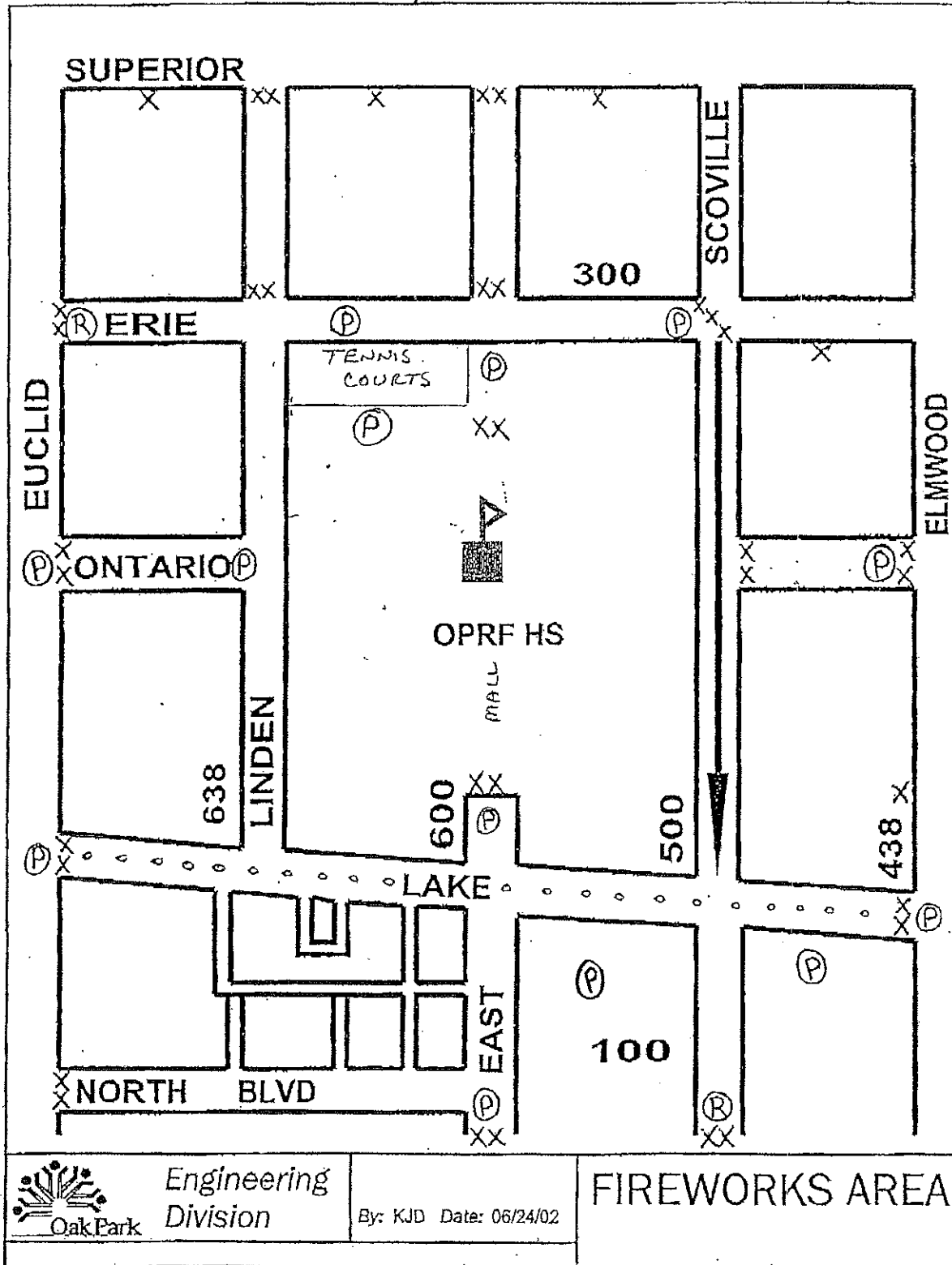
Liability insurance for the event

is

is not attached

Note: Prior to the approval of a special event, the Village requires the sponsor(s) to obtain a special event insurance policy that includes the Village of Oak Park as an additional insured. The insurance must, at minimum, be in the amount of: \$1,000,000/occurrence and \$2,000,000 total aggregate claims. The Village must receive proof of insurance in the form of a policy endorsement, in addition to a certificate of insurance, prior to a permit being issued, or the event will not be allowed to proceed. Call 708.358.5676 or 708.358.5666 for more information.

JULY 4TH FIREWORKS



TRAFFIC/CROWD CONTROL = (P) POLICE / (R) REACT / XXX BARRICADES / O CONES

PERMIT TO PROCESS AND DISPLAY FIREWORKS

County COOK State IL

MAY 03, 20 12

TO WHOM IT MAY CONCERN: GREETINGS

Application having been made in accordance with the laws of the State of ILLINOIS

this permit is issued to VILLAGE OF OAK PARK GALA COMMITTEE (SPONSORS OF THE EVENT)
c/o FRANK FRIGO 1001 LAKE STREET OAK PARK, IL 60301

Giving them the right to exhibit display fireworks on the FOURTH day of JULY, 20 12
at 9:30 o'clock PM at OAKPARK-RIVER FOREST H.S. in said County, OAK PARK, IL
in connection with FOURTH OF JULY GALA 2012 celebration.

SHERIFF OR CHIEF OF THE FIRE DEPARTMENT

Mad Bomber Fireworks Productions
KINGSBURY INDUSTRIAL PARK
P.O. BOX 418 • KINGSBURY, IN 46345

Signature of officer issuing permit

MAD BOMBER FIREWORKS PRODUCTIONS



DEPARTMENT OF THE TREASURY - BUREAU OF ALCOHOL, TOBACCO AND FIREARMS

LICENSE/PERMIT (18 U.S.C. CHAPTER 40, EXPLOSIVES)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 559) you may engage in the activity specified in this license/permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. See "WARNING" and "NOTICES" on back.

DIRECT ATF CORRESPONDENCE TO	Christopher R. Reeves Chief, Federal Explosives Licensing Center (FELC) Bureau of Alcohol, Tobacco, Firearms and Explosives 244 Needy Road Martinsburg, West Virginia 25405 Telephone: 1-877-263-3352 Fax: 1-204-610-4401	LICENSE PERMIT NUMBER	4-IN-091-20-4H-12458
NAME	PLANET PRODUCTIONS	EXPIRATION DATE	August 1, 2014
TYPE OF LICENSE OR PERMIT	Premises Address CHANGES? You must notify the FELC at least 10 days before the move. 3999 HUPP RD, MIDWEST WAREHOUSING BLDG R 31 KINGSBURY, IN 46345-0418		
20-MANUFACTURER OF HIGH EXPLOSIVES			
CHIEF, FEDERAL EXPLOSIVES LICENSING CENTER (FELC)	<i>Christopher R. Reeves</i> Christopher R. Reeves		
PURCHASING CERTIFICATION I certify that this is a true copy of a license/permit issued to me to engage in the activity specified.	Mailing Address CHANGES? You must notify the FELC at least 10 days before the change.		
<i>Specimen</i> SIGNATURE OF LICENSEE/PERMITTEE	MIAND INC PLANET PRODUCTIONS PO BOX 418 KINGSBURY, IN 46345-0418		
The licensee/permittee named herein shall use a reproduction of this license/permit to assist a transferor of explosives to verify the identity and status of the licensee/permittee as provided in 27 CFR Part 559. The signature on each reproduction must be an ORIGINAL signature.			

MAD BOMBER FIREWORKS PRODUCTIONS

ILLINOIS STATE FIRE MARSHAL PYROTECHNIC DISTRIBUTOR LICENSE

Planet Productions
3999 Hupp Road Bldg. R-3-1
Kingsbury, IN 46345

The named licensee is authorized to perform acts permitted pursuant to the Pyrotechnic Distributor and Operator Licensing Act 225 ILCS 227.

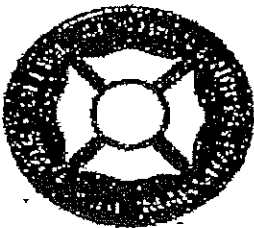
LICENSE #
IL06-O-00029

DATE OF ISSUE:
5/15/2009

EXPIRATION DATE:
5/15/2012

David B. Freeman

State Fire Marshal



1035 Stevenson Drive, Springfield, IL 62703



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton-Gallagher and Associates, Inc. 6240 SDM Center Rd. Cleveland OH 44139	CONTACT NAME: PHONE: (A/C/N) No. Ext: 440-248-4711 FAX: (A/C/N) No. Ext: 440-544-1234 E-MAIL: ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC#
INSURED Mad Bomber Fireworks Productions PO Box 418 Kingsbury IN 46345 #12-0044	INSURER A: Lexington Insurance Co.	
	INSURER B: Granite State Insurance Co.	
	INSURER C: Maxum Indemnity Company	26743
	INSURER D: Liberty Mutual Insurance Co.	25035
	INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 649867008 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL ISGR (INSR / WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO. <input type="checkbox"/> LOC		1619333-04	2/4/2012	2/4/2013	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/PROP AGG \$2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		CA93487734	2/4/2012	2/4/2013	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. RETENTIONS		EX05018232	2/4/2012	2/4/2013	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WC7345311836	3/12/2012	3/12/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

ADDITIONAL INSURED: VILLAGE OF OAK PARK; IL FIREWORKS DISPLAY
 G.A.L.A. COMMITTEE 2012' OAK PARK-RIVER FOREST HIGH SCHOOL DIST. #200
 COMMUNITY BANK OF OAK PARK-RIVER FOREST PARK DISTRICT OF OAK PARK.

CERTIFICATE HOLDER VILLAGE OF OAK PARK GALA COMMITTEE C/O FRANK FRIGO, COMMUNITY BANK 1001 LAKE STREET OAK PARK, IL 60301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

RECEIVED



2012 MAY -4 AM 10:28

VILLAGE CLERK
OAK PARK, IL

POLICY NUMBER 891MZ680919469

AMERICAN AUTOMOBILE INSURANCE COMPANY, EARTH CITY, MO (15)

Named Insured
FRANK LLOYD WRIGHT PRESERVATION TRST

Sequential Endorsement Number 001

PORTFOLIO CHANGE ENDORSEMENT

Standard Time at the address of the insured

This is an Endorsement only. Other than changes shown, all other pre-existing coverage remains in full force and effect. Premium adjustments are shown.

PREMIUM SUMMARY:	ADDITIONAL PREMIUM DUE NOW	\$0.00
Terrorism Risk Insurance Act ("The Act") - Certified Acts Coverage -		
All Coverages Subject to the Act Excl WC and Umbrella -		
Covered		\$0.00

The following other General Liability endorsement(s) are added to the policy and apply as shown:

Add'l Insured-Designated Person or Organization
CG2026 1185

Name of Person or Organization
Village of Oak Park
One Village Hall Plaza
Oak Park, IL 60302

Event is being held May 20-21, 2012

Countersignature of Authorized Agent: _____ Date 5/20/2012
Producer MAURY DONNELLY & PARR, INC.
24 COMMERCE ST.
BALTIMORE MD 21202

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

8

Item Title: *Resolution Authorizing Execution of a Letter of Intent between the Village of Oak Park, the Korean Smart Grid Institute and the Illinois Smart Communities.*

Resolution or Ordinance No. _____

Date of Board Action: *June 4, 2012*


Staff Review:

Sustainability Manager:



K.C. Poulos

Village Manager's Office:



Item History (Previous Board Review, Related Action, History):

Recognizing the need for upgrades and technological improvements to improve the reliability of its local electric grid system, the Village Board determined that participation in ComEd's smart meter pilot would have long-term economic, environmental and social benefits to the community. In February 2010, smart meters were deployed throughout the community and staff participated in statewide smart grid collaborations. In July 2010, the Board approved a Letter of Intent with the Korean Smart Grid Institute (KSGI) and the Illinois Smart Communities Coalition (ISCC) to establish a Smart Community program within the Village.

Thereafter, the parties worked to further identify the type of projects that would improve the reliability of Oak Park's aging electrical infrastructure, and test new technology that would improve residential and commercial energy use and storage. Toward that end the Village hosted three KSGI delegations, providing tours of Oak Park's neighborhoods and shopping districts. In April 2012, South Korean officials determined Oak Park to be the favored location for its smart grid innovation concepts, and made plans to visit in June to conduct a deep dive audit a residential project and a commercial project. These projects will be deployed within the community over the next two years.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

This Letter of Intent is an extension of the original, intended to further identify the working relationship and project scope of the project.

Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):

The Village of Oak Park has been identified by ComEd and other smart grid entities to be the testbed for the Innovation Corridor of its smart grid deployment plan. In addition, KSGI has expressed an interest in testing its technology in the commercial and residential sectors; therefore, no intergovernmental cooperation opportunities exist within the Village. However, the project as a whole represents a tremendous opportunity to cooperate with international, federal, state and regional government agencies including KSGI, Argonne National Laboratory, Governor Quinn's Office of Sustainability, Illinois Department of Commerce & Economic Opportunity, University of Illinois, University of Chicago, Northwestern University,

and Illinois Institute of Technology,

Item Budget Commentary: (Account #; Balance; Cost of contract)

Oak Park's role in this collaboration is as facilitator between the parties, residents and businesses; as such, budgetary considerations are limited to occasional expenses related to hosting meetings, tours and meals. These expenses will be budgeted and charged to the Sustainability Fund for fiscal year 2013.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):

The opportunity to participate in ComEd's Smart Grid Innovation Corridor, as well as the collaboration between KSGI and ISCC is unique; therefore, no viable alternatives are available.

Proposed Recommended Action: Approve the Resolution

Illinois Oak Park Smart Community Project

Letter of Intent

This letter of Intent (the "LOI") regarding the implementation of a smart community project in an Illinois community is entered into this 7st day of June 2012, by and between the Korea Smart Grid Institute, a non-profit organization ("KSGI") and the Village of Oak Park, an Illinois municipality ("Oak Park"), Illinois Science and Technology Coalition an Illinois 501(c)(6) tax-exempt organization ("ISTC"), the Citizens Utility Board, an Illinois 501 (c)(3) tax-exempt organization ("CUB"), and Illinois Institute of Technology's Robert W. Galvin Center for Electricity Innovation ("the Galvin Center") (together, the "Illinois Oak Park Smart Communities Coalition").

1. Background

A. On January 20, 2010, the Illinois Department of Commerce and Economic Opportunity ("DCEO") and the Korean Ministry of Knowledge Economy ("MKE") entered into a Memorandum of Understanding (the "MOU") to advance the adoption of innovative smart grid and green technologies that will generate economic opportunity, create jobs and produce environmental benefits for consumers, communities and shareholders in Illinois and elsewhere.

B. KSGI was established in August 2009, by MKE to promote the Jeju Island Demonstration Project, which will become the world's largest smart grid community, testing the most advanced Smart Grid technologies. Jeju Island presents a leading opportunity for Research, Development and Deployment (RD&D), and offers a model for the commercialization and export of smart grid technologies. KSGI is the secretariat of smart grid initiatives and projects in Korea with the mandate to manage the government's smart grid roadmap; operate a smart grid test-bed, pilot city; and extend other policy support for smart grid related issues

C. The Illinois Oak Park Smart Communities Coalition, as described in this letter of intent, is comprised of the ISTC, CUB, the Galvin Center and Village of Oak Park. ISTC was established in 2008 to cultivate economic development in Illinois by increasing resources for reaserch and development initiatives at Illinois-based institutions and businesses. ISTC serves as the program management office of the Smart Grid Green Economy Committee ("SGGEC"), which is the official collaboration entity created by the MOU. CUB, created in 1983 by the Illinois General Assembly, represents the interest of residential utility consumers across the state. The Robert W. Galvin Center for Electricity Innovation at Illinois Institute of Technology, established in 2010, supports initiatives to improve the reliability, security, efficiency, and sustainability of the nation's electrical grid and overcome obstacles to the effective adoption and implementation of the smart grid.

D. On July 21, 2011, the Illinois Smart Community Project Letter of Intent between the Korea Consortium and the Village of Oak Park, ISTC, CUB, and the Galvin Institute was signed. The Village of Oak Park is a thriving community of about 52,000 people with a commitment to sustainability located immediately west of the City of Chicago. The Village of Oak Park is known for its leading architectural heritage, its broadly diverse residential and commercial building stock and the breadth of its racially and economically integrated population.

2. **Collaboration**

A. KSGI and the Illinois Oak Park Smart Communities Coalition (the “parties”) understands that the Village of Oak Park has been identified as the prospective location for Smart Grid RD&D demonstration projects by KSGI.

B. The parties will work together in close collaboration to (1) agree upon opportunities in the Village of Oak Park where the deployment of smart grid technologies can drive a smarter energy delivery system that will create jobs, reduce energy use and CO₂ emissions and expand renewable energy production, and (2) identify the available deployable smart grid technologies, as well as technologies under development, which would meet project goals to be mutually agreed.

NOW THEREFORE, the parties hereby affirm their understanding and intentions as follows:

- KSGI and Korean entities will perform an in-depth analysis to assess participating in smart grid demonstration projects within the Village of Oak Park.
- The initial analysis will focus on two project demonstration areas: (1) Residential smart grid demonstrations, with a goal of evaluating and implementing technologies in at least one hundred (100) units of (single and multi-family) residential housing, including PV/battery technologies; and (2) Commercial smart grid demonstrations, with a goal of evaluating opportunities to implement technologies in at least one (1) retail commercial facility or location.
- During the analysis, the parties will share information to determine final results and confirm initial opportunities for collaboration.

After confirming initial shared opportunities for collaboration, KSGI will encourage a private Korean entity (or entities, as applicable) to enter into one or more binding memorandum(a) of understanding with the Illinois Oak Park Smart Communities Coalition to establish smart grid demonstration projects within the Village of Oak Park.

3. **Intent**

This LOI is intended solely as a preliminary expression of general intentions and is to be used for discussion purposes only. The parties intend that neither party shall have any contractual obligations to the other with respect to the matters referred herein unless and until a separate definitive agreement has been fully negotiated, executed and delivered by the parties. The parties commit themselves in good will to engage in discussion, and acknowledge that there will be a future need to execute all necessary agreements and contracts in accordance with the goals of the Project.

4. **Expiration**

This LOI will expire ninety (90) days from the date of execution by the parties hereto unless extended by mutual consent of the parties via a subsequent written agreement. If the parties execute the LOI on different days, the final execution date will control for purposes of the Section 4 of the LOI.

The Illinois Smart Communities Coalition

The Village of Oak Park

By: _____

Name: David G. Pope

Its: Village President

Illinois Science and Technology Coalition,
an Illinois 501(c)(6) tax-exempt organization

By: _____

Name: Matthew Summy

Its: President and Chief Executive Officer

Citizens Utility Board, an Illinois 501(c)(3)
tax-exempt organization

By: _____

Name: David Kolata

Its: Executive Director

Robert W. Galvin Center for Electricity
Innovation at Illinois Institute of Technology

By: _____

Name: Andrew Barbeau

Its: Managing Director

The Korean Consortium

Korea Smart Grid Institute, a
non-profit organization


By: _____

Name: Park, Chun-Jin

Its: Chief Executive

REVIEWED AND APPROVED
AS TO FORM

MAY 29 2012


LAW DEPARTMENT

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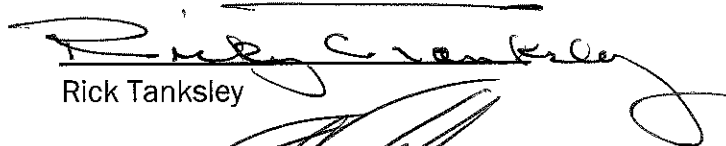
VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Resolution authorizing execution of an Intergovernmental Agreement for Youth Interventionist / Coordinators

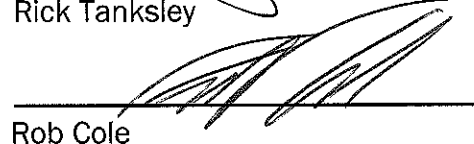
Resolution or Ordinance No. _____

Date of Board Action: June 4, 2012

Chief of Police:


Rick Tanksley

Village Manager's Office:


Rob Cole

Item History (Previous Board Review, Related Action, History):

In collaboration with other local government units, the Village of Oak Park has provided funding to Oak Park Township in support of the Youth Interventionist Program for over 15 years; a detailed list of participating government units and their respective financial commitments can be viewed on page three of the proposed Agreement. When compared to the Agreement that will expire June 30, 2012, the Village of Oak Park's proposed funding share has declined from 28% to 24%, representing not only a percentage decline, but also a reduction in the absolute value of the commitment. The expiring contract was for a two-year total of \$141,309, while the proposed agreement is not to exceed \$123,062 over the two-year period. It should be noted that funding proposed for January 01, 2013, and beyond is subject to appropriation. Given that program costs are billed by Oak Park Township on an as-needed basis, it should also be noted that the two-year total has typically fallen below the authorized budget, with associated savings passed on to participating taxing authorities by way of cost avoidance. The average of the past eight quarterly billings is \$14,883, or about \$59,532 in actual expense per year.

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

Township Youth Services administers the Youth Interventionist Program, which was established in 1995. The program is staffed by three experienced Youth Interventionists that coordinate services to help young people at risk of involvement with gang activity, violence, or substance abuse, while working closely and collaboratively with local schools, law enforcement, libraries, parks, and villages. Eleven local government boards support the program both financially and with social capital.

Core programmatic activities include crisis intervention, identification of contributing causes of anti-social behavior, and identification and coordination of appropriate services to address both immediate and longer-term needs. The Youth Interventionist Program activities are consistent with and supportive of village goals associated with intergovernmental cooperation to jointly address community needs, including those intended to proactively support public safety. A copy of the most recent program annual report is included herewith as Attachment 1.

<p>Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):</p> <p>The proposed Agreement is an intergovernmental initiative.</p>
<p>Item Budget Commentary: (Account #; Balance; Cost of contract)</p> <p>The approved 2012 budget includes \$65,000 in the General Fund Special Activities Program, 1001-41021-101-550689. Given differences in fiscal years, the Oak Park FY2012 budgeted amount actually covers the second half of the 2011/2012 Interventionist program year, and the first half of the 2012/2013 program year. Although the proposed agreement is for two years (ending June 30, 2014), funding proposed for January 01, 2013, and beyond is subject to appropriation.</p>
<p>Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):</p> <p>Alternatively, the Interventionist Program could seek funding from other sources, consider scaling back their scope of services, or solicit qualified professional volunteers to execute program objectives. None of the foregoing options would likely allow the existing level of service to be maintained without interruption. Existing community services now coordinated by Interventionist Program staff may be able to convene their own coordinating council in the absence of the Oak Park Township Interventionist Program's full support.</p>
<p>Proposed Recommended Action: Approve the resolution.</p>

**RESOLUTION AUTHORIZING EXECUTION OF AN
INTERGOVERNMENTAL AGREEMENT FOR YOUTH
INTERVENTIONIST/COORDINATORS**

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, that the Village Manager and Village Clerk are authorized to execute an Intergovernmental Agreement for Youth Interventionist/Coordinators, which shall substantially conform to that attached hereto as Exhibit A and made a part hereof.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 4th day of June 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 4th day of June 2012.

ATTEST:

David G. Pope, Village President

Teresa Powell, Village Clerk

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**
Page 1

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS**

This agreement is between OAK PARK TOWNSHIP and the enumerated participating local governments: Village of Oak Park, Village of River Forest, River Forest Township, School District 90, School District 97, School District 200, Park District of Oak Park, River Forest Park District, Oak Park Public Library, and River Forest Public Library, hereinafter referred to collectively as PARTICIPATING GOVERNMENT UNITS.

OAK PARK TOWNSHIP agrees as follows:

- To work with at-risk youth engaged with (or disengaged from) local agencies that provide multiple services.
- To closely monitor youth, through a case management model which focuses on the individual needs of clients and their families and helps in linking them to services, managing those services, and tracking outcomes.
- To respect and maintain the confidentiality of registered Youth Interventionist clients and their families and share information about clients with partner agency staff as appropriate and only when a Release of Information has been signed; and reporting program outcomes, such as school performance and contact with law enforcement, in the aggregate only.
- To continue to provide intense intervention by employing support staff and three Youth Interventionist/Coordinators for the positions as described in Appendix I.
- To act as the administrative agent of the Youth Interventionist Program, hiring, training, supervising, insuring and housing the Youth Interventionist Program staff.
- To provide the necessary support, services, materials and equipment, such as, duplication, printing, postage, telephone and computers.
- To distribute monthly reports via email on the activities of Youth Interventionist staff to all board members and the chief administrators of each participating government unit.
- To work with participating government units to establish additional meaningful outcome measures based on shared client data.

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**

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- To report at least annually, or more often as needed or requested, to the Council of Governments in Oak Park and in River Forest.
- To offer services listed in Appendix II: Menu of Services to partner agencies and to work responsively with partner agencies to develop other specific services based on emerging needs.
- To contribute up to \$60,922 (2012-13) and \$62,140(2013-14) for each year of this joint effort plus the administrative overhead of housing the program.
- To bill each participating government unit on a quarterly basis the actual dollars spent to provide the Youth Interventionist Program.
- To establish agreements with partner agencies to share confidential information that will allow the Township to report on program outcomes for the Youth Intervention caseload in the aggregate.

The other participating government units agree as follows:

- To inform their administration and staff of the board policy to support the Youth Interventionist Program as a coordinated and mutually beneficial relationship among all government units in Oak Park and River Forest to address, at the individual youth and the collective levels, the threat of gangs, drugs and violence to our youth and community welfare
- To bring policy and operational concerns and recommendations to the Youth Services Director or Oak Park Township Manager or Supervisor and then, as needed, to the community's Council of Governments for discussion and response.
- To work collaboratively and cooperatively in the common interest of helping youth avoid involvement in gangs, drugs, and violence.

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- To support the cost of this joint endeavor in an amount not to exceed each agency's share as presented in the table below:

Oak Park Portion

AGENCY	SHARE	2012/13	2013/14
Oak Park Township	24%	\$60,922	\$62,140
Village of Oak Park	24%	\$60,922	\$62,140
OP Elementary D97	11%	\$27,922	\$28,480
Park District OP	5%	\$12,692	\$12,946
OP Public Library	5%	\$12,692	\$12,946
Oak Park Total	69%	\$175,150	\$178,652

High School Portion

Combined OPRF Unit	14%	\$35,538	\$36,249
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River Forest Portion

River Forest Township	4.5%	\$11,422	\$11,650
Village of River Forest	6.5%	\$16,500	\$16,830
RF Elementary D90	3.0%	\$7,615	\$7,767
RF Park District	1.5%	\$3,808	\$3,884
RF Public Library	1.5%	\$3,808	\$3,884
River Forest Total	17%	\$43,153	\$44,015

Total

All OP and RF Units	100%	\$253,841	\$258,916
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- To promptly reimburse Oak Park Township upon receipt of quarterly bill for each agency's portion of the actual amount spent for the program.

It is understood by all signatories of this agreement that the supervision of all Township employees, including any addition to the Township staff as a result of this agreement, is the responsibility of Oak Park Township. To the extent permitted by law, each party shall indemnify, defend, and hold harmless the other parties, their elected officials, employees, officers, directors and agents from and against any third-party claims, demands, losses, damages, or expenses (including reasonable attorneys' fees) arising from or relating to any claim for harm, injury, or death to any person, or damage to tangible personal property arising out of or in connection with the performance of the services under this Agreement to the extent of the negligence, fault, or willful act or omission of the indemnifying party, its personnel or agents during the course of performance of the services hereunder or otherwise in connection with the performance of this Agreement.

This Intergovernmental Agreement will be in force for two years from July 1, 2012.

**AN INTERGOVERNMENTAL AGREEMENT
FOR YOUTH INTERVENTIONIST/COORDINATORS,**

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OAK PARK TOWNSHIP

Signature Title Date

RIVER FOREST TOWNSHIP

Signature Title Date

VILLAGE OF OAK PARK

Signature Title Date

VILLAGE OF RIVER FOREST

Signature Title Date

RIVER FOREST ELEMENTARY SCHOOL DISTRICT 90

Signature Title Date

OAK PARK ELEMENTARY SCHOOL DISTRICT 97

Signature Title Date

REVIEWED AND APPROVED
AS TO FORM

MAY 30 2012

Adrienne M. Bond
LAW DEPARTMENT

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OAK PARK-RIVER FOREST HIGH SCHOOL DISTRICT 200

_____ Signature	_____ Title	_____ Date
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PARK DISTRICT OF OAK PARK

_____ Signature	_____ Title	_____ Date
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RIVER FOREST PARK DISTRICT

_____ Signature	_____ Title	_____ Date
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OAK PARK PUBLIC LIBRARY

_____ Signature	_____ Title	_____ Date
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RIVER FOREST PUBLIC LIBRARY

_____ Signature	_____ Title	_____ Date
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AN INTERGOVERNMENTAL AGREEMENT FOR YOUTH INTERVENTIONIST/COORDINATORS,

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Appendix I Job Descriptions

Oak Park Township

JOB DESCRIPTION

CLASS. TITLE: Youth Services Interventionist Supervisor

DEPARTMENT: Youth Services FLSA: Exempt

DIVISION: Town DATE: 04/05

REPORTS TO: Youth Services Director

Job Summary

The Youth Interventionist Supervisor builds collaborations between systems and agencies to prevent, intervene and combat youth delinquent behaviors in Oak Park and River Forest communities; assists severely at-risk youth and families to survive adolescence.

Essential Job Functions

1. Assists agencies in developing long-term community based strategic plans to complement village-wide violence prevention efforts, development of Intervention Model vision, and implementation of goals/strategies. Communicates between and with staff, administrations, boards, agencies, committees and the public to continue community development efforts.
2. Provides oral and written reports to various boards and public showing outcomes, current status and future plans; attends monthly meetings with youth service providers.
3. Conducts/assists in conducting individual and group counseling, individual counseling, and crisis intervention; assists in making social diagnostic assessments of at-risk factors for clients; assists in developing a comprehensive treatment plan by seeking input and participation from professionals in other areas.
4. Assists in counseling youth indicating maladjustments; anxiety or delinquent behavior; contributes to the identification of problems and diagnosis of social disorders. Provides direct youth and family counseling.
5. Establishes priorities among assignments, establishes times of completion and quantity/quality of work services; identifies and discusses program projects, problems and issues; supervises subordinate staff, monitors and evaluates performance and recommends recognition and/or disciplinary action.
6. Monitors budgetary expenditures for training area of Interventionist and assists in developing narratives/justification used in budgetary process as required.
7. Develops and maintains ongoing communications with private and public organizations, officials of other agencies or state and federal government; responds to inquiries concerning program, policies, rules and regulations governing work.
8. Appears at public hearings as required, speaks before various groups to explain/interpret program philosophy and requirements

AN INTERGOVERNMENTAL AGREEMENT FOR YOUTH INTERVENTIONIST/COORDINATORS,

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9. Seeks outside funding to help support programs; prepares grant applications for additional sources of funding in cooperation with Township funded grant writer; administers grant funded initiatives related to intervention program. Appendix I Job Descriptions
10. Performs the duties of Youth Interventionist.
11. Develops bonds between new and opposing agencies with a history of not working well together; facilitates partnerships and collaborations; assists in problem solving to overcome disputes between community administrative leaders.
12. Keeps director informed regarding community issues, politically sensitive matters and issues needing new or revised Township policy.
13. Prepares and maintains grants related to sources of funding; completes reports related to grants received.
14. Performs other duties as assigned.

Material and Equipment

- Miscellaneous office equipment; i.e. – computer, fax, phone, copier, calculator, etc.
- Bicycle

Minimum Qualifications

Education and Experience:

- Master's degree in Social Services or related field
- Five to seven (5-7) years of direct experience in working with gangs, drug involvement and violent youth.
- The qualifications listed above are guidelines. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

License(s) and Certification(s)

- Valid Illinois driver's license and liability insurance

Knowledge, Skills, and Abilities

Knowledge of:

- Social work, counseling, psychology and public relations.
- Criminal justice and approaches used by law enforcement in local, state and federal environments; juvenile law and court systems.
- Ethical standards and code of conduct in dealing with clients and the public.
- Gang structure, risk factors and signs of involvement.

Skill In:

- Time management and prioritizing work.
- Verbal and written communication and organization.
- Community development and community crisis debriefing.
- Facilitation and group leadership.
- Mediation and collaboration building.

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- Crisis intervention and de-escalation techniques.
- Supervision of subordinates.

Ability to:

- Lead and organize and maintain relationships with community organizations and administrations in a political environment.
- Facilitate presentations and training made to youth, parents, community associations and other public groups.
- Remain calm in stressful and crisis situations.
- Develop intelligence on youth gang and drug activity in both communities and strategic plans to counter illegal activity.

Physical Abilities:

- Sit, type, read, write, hear and speak for extended periods.
- Drive automobile to communities and clients/families homes.
- Lift up to 10 pounds on occasion.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties or roles performed by personnel so classified. It is as well intended to be compliant with the Americans with Disabilities Act.

Youth Interventionist Supervisor 04/05 Revised

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Appendix I Job Descriptions

Oak Park Township

JOB DESCRIPTION

CLASS. TITLE: Youth Services Interventionist

DEPARTMENT: Youth Services FLSA: Non-Exempt

DIVISION: Town DATE: 04/05

REPORTS TO: Youth Interventionist Supervisor

Job Summary:

The Youth Services Interventionist provides individual and family treatment to youth involved in or at risk of becoming involved in gangs, drugs or violent activities; works closely with Youth Interventionist Team and Youth Services Director to discuss and develop and implement treatment plans. Collaborates with a variety of community agencies and resources to decrease risk and connect identified families with appropriate, long-term services.

Essential Job Functions

1. Performs crisis intervention in situations such as suicide, homicide, rage, juvenile arrest, violence, community, family tragedy, self injury, running away, etc. Assesses risk; provides direct consultation services; provides referrals and stabilization services, coordinates and provides support during the hospitalization process, crisis counseling, brief mediation and notification of appropriate authorities; serves as member of school crisis and trauma debriefing team.
2. Assesses youth and family for potential for violence, communication patterns, boundaries, alcohol and drug addiction, gang involvement, sexual and physical abuse, neglect, mental health status, suicidal or homicidal plans or thoughts, criminal activity, risk of running away, cutting and other risk factors. Assessment includes evaluating the client, family and any unregistered youth in contact with. Creates, monitors and implements treatment plan agreed upon by both client and family.
3. Provides counseling to youth involved or at-risk of involvement with gangs, drugs, potential violence, etc.; meets with youth as needed to decrease risk or involvement through therapy and referrals to other community agencies; provides resources for alternate living situations if required; works with youths at-risk and assists them by linking them with services in the community; provides consultation regarding juvenile laws.
4. Provides family therapy and counseling to identified families; conducts home visits to assess living environment, refers family to community agencies for financial assistance and long-term therapy as needed; provides crisis stabilization to family as need arises; works with family to advise on state laws regarding abuse and neglect, family law, juvenile delinquency, as well as potential for locking out their child.
5. Consults with various community agencies including schools, Police Department, Health Department, Park District, libraries, probation, inpatient and partial hospital programs, community counseling centers, mentoring services, and psychiatric

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evaluators to optimize assessment and treatment planning. Participates in other agency meetings including disciplinary/school placement, inpatient hospital discharge planning and collaboration with police officers, etc. Searches for new services, builds relationships with staff and distributes information on new providers to other collateral resources in the community.

6. Conducts mediation sessions between youth and/or families who are currently involved in a conflict; assists to resolve differences and decrease probability of violence in community between parties.

7. Conducts informational presentations to community mental health professionals, school teachers and high school students regarding drug and violence prevention, peer relations and other applicable subjects.

8. Maintains client files, intake and assessment forms, client interview questionnaire, consent forms, ratings scales, progress notes, progress note logs and any other essential materials.

9. Monitors youth trends in the community such as gang movement, drugs, cults, etc.; performs bike patrols and community walks in search of gang graffiti, drug paraphernalia and cult remnants in community parks.

10. Identifies gaps in service delivery system and reports to Director; participates in formulating and implementing solutions when appropriate.

11. Operates pursuant to federal and state laws as well as professional codes of ethics and codes of conduct. Maintains licensure through continuing education.

12. Plans and co-facilitates groups for at-risk youth in school settings.

13. Participates in various committee/council meetings, task forces and networking events as needed.

14. Remains current on mental health research and clinical theories.

15. Performs other duties as assigned.

Material and Equipment

- Miscellaneous office equipment; i.e. – computer, fax, phone, copier, calculator, etc.
- Bicycle

Minimum Qualifications

Education and Experience:

- Masters degree in social work, education, psychology or other related human services field and two to three (2-3) years experience working with high at-risk youth in prevention, intervention, outreach or case management.
- The qualifications listed above are guidelines. Other combinations of education and experience, which could provide the necessary knowledge, skills, and abilities to perform this job, may be considered.

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License(s) and Certification(s)

- Valid Illinois driver's license and liability insurance
- LSW, LCSW, LCPC, CADC desirable

Knowledge, Skills, and Abilities

Knowledge of:

- Federal and state laws and regulations relating to juvenile issues.
- Ethical standards and code of conduct in dealing with clients and the public.
- Child development; therapeutic models/techniques; DSM-IVR.
- Mental health assessment; crisis intervention, mediation and trauma debriefing.
- Substance use/abuse signs
- Screening for risk to self or others.
- Basic computer and software programs.

Skill In:

- Clinical judgment.
- Verbal and written communication.
- Crisis intervention and de-escalation techniques.

Ability to:

- Effectively communicate treatment techniques and strategies.
- Make sound assessments, develop, implement and monitor treatment plans.
- Coordinate multiple services from various agencies in order to meet clients' needs.

Physical Abilities:

- Sit, type, read, write, hear and speak for extended periods.
- Drive automobile to client's homes or meeting places.
- Lift up to 10 pounds on occasion.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties or roles performed by personnel so classified. It is as well intended to be compliant with the Americans with Disabilities Act.

Youth Interventionist Revised 04/05

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APPENDIX II Menu of Services

The Township's Interventionist Program staff have advanced degrees and specialized training in education, criminal justice, law enforcement, intelligence gathering, substance abuse, violent youth/adults, therapy/counseling, PTSD, training, instructional design, crisis intervention and de-escalation as well as skills in mediation and negotiation. Through the Youth Interventionist Program, they provide the following services to individuals, families, agencies, and community organizations in Oak Park and River Forest.

TRAINING

- ◆ Anti-bullying training and presentations (Olweus Program)
- ◆ Prevention, identification, and response to issues of gangs, drugs, and violence

CONSULTING

- ◆ Consult with private therapist; agencies (public and private, profit and non-profit), parents, law enforcement, courts, probation officers, the States Attorney's office and city, state and federal agencies on issues of substance abuse, violence, and gangs
- ◆ Community and neighborhood problem solving, education, and training
- ◆ Advise partner agencies on staffing patterns, incident response, facility security, and safety procedures and protocols

INFORMATION/INTELLIGENCE

- ◆ Work with various bodies to "connect-the-dots" to identify patterns of behaviors and incidents
- ◆ Gang and drug intelligence, including drug availability, types of drugs being used, and distribution points
- ◆ Assist in locating runaways
- ◆ Assist in identifying and locating individuals representing a threat to youth

DIRECT INTERVENTION

- ◆ Individual/family crisis intervention
 - hospitalization assessment
 - suicide assessment
 - drug assessment
 - trauma and grief counseling
- ◆ Incident-related crisis intervention (for example; school violence, suicide, etc.)
- ◆ Deescalating intergroup violence (keeping mob actions from occurring)
- ◆ On-site intervention at partner facilities in conjunction with partner staff
- ◆ Group work (life skills, anger management, gangs) with grade, middle and high school students
- ◆ Interventionist work specifically with youth who have behavioral disorders
- ◆ Individual and family counseling
- ◆ Casework

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Appendix III Budget

Oak Park Township FY 13
Budget for Youth Interventionist Program

YOUTH INTERVENTIONISTS

FY 13

Personnel Services	
<u>Employee Salaries</u>	<u>\$154,777</u>
TOTAL Personnel Services	\$154,777
Fringe Benefits	
FICA Expense	\$11,840
IMRF Expense	\$15,106
Flexible Benefit Plan	\$35
<u>Health/Life Insurance*</u>	<u>\$44,411</u>
TOTAL Fringe Benefits	\$71,392
Operating Costs and Services	
Activities/Program Support	\$0
Staff Recruitment	\$ 100
Office Supplies	\$250
Dues and Subscriptions	\$100
Duplication & Printing	\$800
Insurance-Liability	\$1,299
Postage	\$0
Professional Consultation	\$2,000
Local Business Expenses	\$2,000
Professional Development	\$4,000
Workers Compensation	\$880
<u>TOTAL Operating Costs and Services</u>	<u>\$11,429</u>
Total Youth Interventionist	\$237,598

Attachment 1

OAK PARK TOWNSHIP

105 SOUTH OAK PARK AVENUE, OAK PARK, ILLINOIS 60302

March 12, 2012

To: Oak Park Board Members:
Village, Park District, Library, Districts 97 and 200 and Township
Fr: David Boulanger, Oak Park Township Supervisor
Re: Interventionist Intergovernmental Agreement

A review of the Youth Interventionist Intergovernmental Agreement restating the program's rationale and revised funding formula was completed in summer 2011. One outcome was a commitment by Oak Park Township to report to the Oak Park Council of Government (COG) and the River Forest COG at least annually, or as requested, on progress and trends.

The first report was given at the January 13 meeting of the River Forest COG. A similar report was provided to the Oak Park Council of Governments on March 6. Youth Services Director John Williams, Township Manager Gavin Morgan, and I presented a brief summary of program features and trends followed by discussion. Representatives from each of the Oak Park taxing units were present at the meeting and can provide their own summary at your next meeting.

The attached PDF presents for your information the documents distributed at the meeting and a summary of John Williams' comments. You may wish to review these materials and comment on them at your next board meeting or directly to me or other township representatives.

In addition to its Interventionist program commitment, River Forest Township has a second intergovernmental agreement on use of all Oak Park Township's youth and senior services. It participates in governance of these services and the Intervention program through two advisory committees of citizens from both townships and via direct contact, as needed, from Supervisor Veronica Krawczyk. As such, River Forest Township participates in Oak Park Township program governance, but has no administrative responsibility for the day-to-day operation of the program.

The Interventionist staff has a strong record of community support for their work with at-risk youth across all taxing units of Oak Park and River Forest. This record of cooperative action depends on your continuing commitment. The team effort builds the community's confidence that a serious, effective, systematic effort is in place to address at-risk youth behavior through coordinated action in the most fiscally prudent way.

Oak Park Township Youth Interventionist Program Summary of Key Features and 2011 Trends

Staffing

- Bert Patania, Team Supervisor ext 119
bpatania@oakparktownship.org
- Robert Simmons, Interventionist ext 142
rsimmons@oakparktownship.org
- Melissa Potrawski, Interventionist ext 125
mpotrawski@oakparktownship.org
- Part time clerical support

Intensive Case Management Model

- ID and Manage Immediate Crisis
- Assess environment and risk factors
- Implement, maintenance, follow up, and ongoing assessment

12 Factors in rating of risk level

- Family stability
- School performance
- Peers relationships
- Self assessment
- Community connections
- Substance abuse
- Free time use
- Role models
- Entertainment
- Primary relationships
- Race relations (Attitude)
- Police contacts

Cost-sharing formula FY12

Oak Park Portion

Township	24%	\$60,922
Village	24%	60,922
District 97	11%	27,922
Park District	5%	12,692
Public Library	5%	12,692
Oak Park Total	69%	\$175,150

River Forest Portion

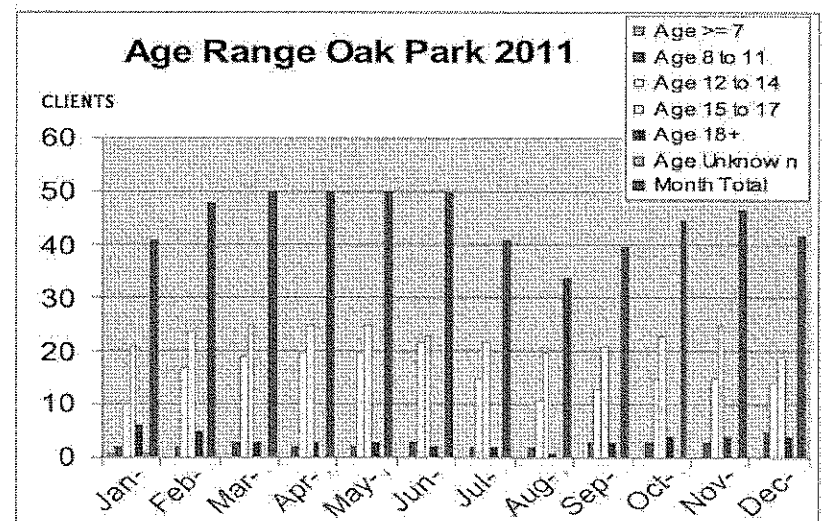
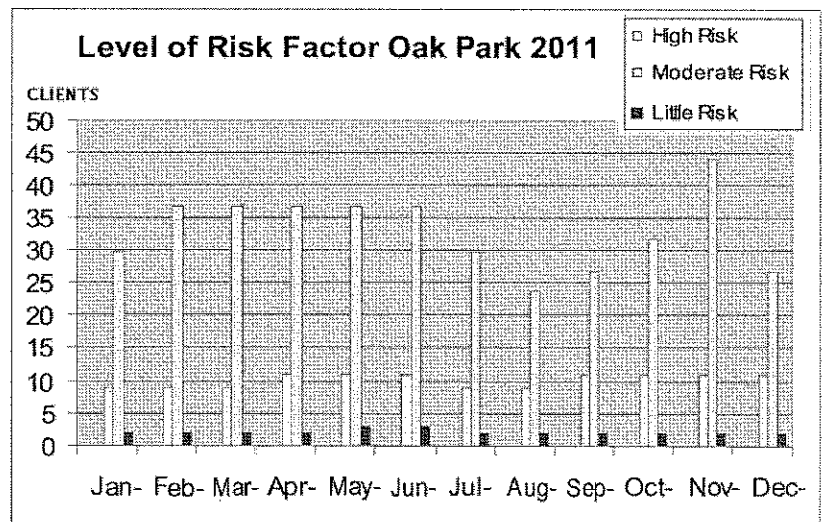
Township	4.5%	\$11,422
Village	6.5%	16,500
District 90	3.0%	7,615
Park District	1.5%	3,808
Public Library	1.5%	3,808
River Forest Total	17%	\$43,153

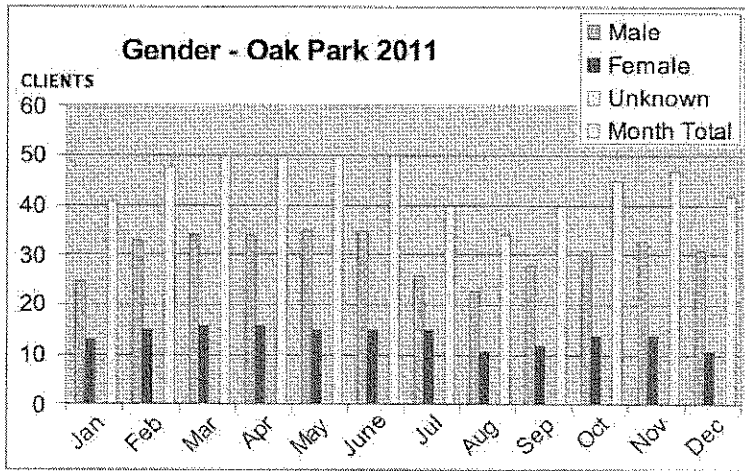
High School Portion

OPRF District 200	14%	\$35,538
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Key Objectives

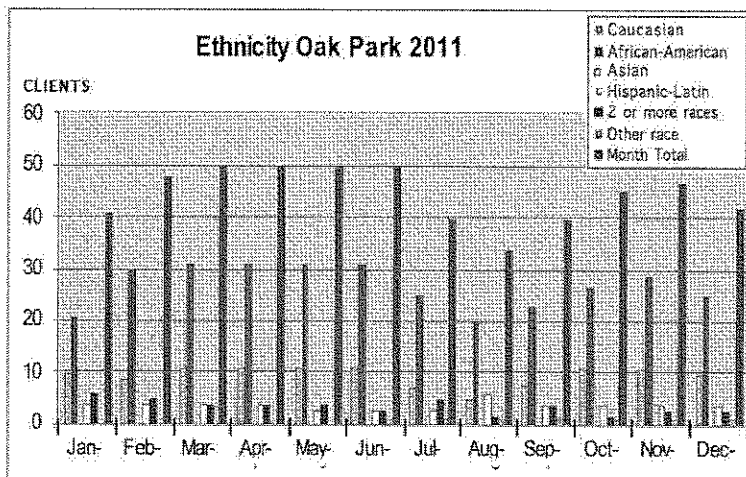
- To work with at-risk youth engaged with (or disengaged from) local agencies that provide multiple services.
- To closely monitor youth, through a case management model which focuses on the individual needs of clients and their families and helps in linking them to services, managing those services, and tracking outcomes.
- To provide intense intervention by employing support staff and three Youth Interventionist/Coordinator
- To work in close cooperation with the Oak Park and River Forest unit staffs and Council of Governments.





Trends 2009 vs 2011

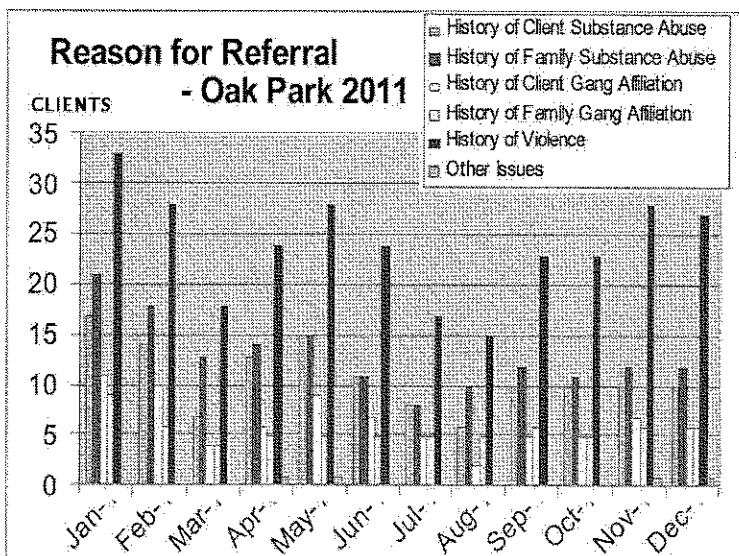
- Increase in client referrals. Some months, over maximum caseload of 50.
- Increase in 12-14 year olds to almost an equal amount to 15-17 year olds
- Increase in youth referred for substance use with violent behavior second.
- Some increase in white males and Hispanics and more biracial.



- Average level of risk in 2011 was moderate. Compared to 2009 when youth leaving the program were more likely to have moved from moderate to low, youth in 2011 have continued with the same risk factor after graduation due to home life, legal issues and substance use. This appears to be due to the extreme challenges youth carry past high school.

Trends 2012 (In brief; detail with February report)

- 2012 has more drug challenges.
- Referrals are high and caseload is at full capacity.
- Primary referral reason is substance use/abuse and youth violence.
- Outreach and crisis management is the focus.
- The Police and the Intervention Team are busy responding to violent and drug using youth.



AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR YOUTH INTERVENTIONISTS
Report on the actions that followed the commitments made in the document approved in Summer 2011

Oak Park Township, as the administrator of the Interventionist team, agrees:

(1) To augment the listing of specific commitments in the basic agreement with specific programmatic options available and to be responsive to consideration of new requests based on emerging needs.

Action in 2011: A listing was provided describing training, consulting, information/intelligence and direct intervention program options (See attachment). New requests are given full consideration within resource limits.

(2) To distribute monthly reports via email on the activities of Youth Interventionist staff to all board members and the chief administrators of each participating government unit.

Action in 2011: Detailed reports have been distributed monthly. Based on feedback, the Township will develop an executive summary to highlight content most relevant to board interests and policy decisions.

(3) To work with participating government units to establish additional meaningful outcome measures based on shared client data.

Action in 2011: Discussions are ongoing with the school districts and villages to provide data on client contacts that are indicators of program impact, e.g., changes in discipline, attendance, etc. This effort is currently focused on the outcomes of the Face-It program that addresses substance abuse through intensive group educational sessions with offending youths and their parents or guardians.

(4) To provide an annual report on Youth Interventionist Program activities and outcomes and projected strategic needs and direction.

Action in 2011: This report is a partial version of an annual report prior to request for contract renewal in spring 2012.

(5) To report at least annually, or more often as needed or requested, to the Council of Governments in Oak Park and in River Forest.

Action in 2011: Oak Park Township placed this Interventionist Program report on the March 6th 2012 agenda.

The participating government units agree:

(1) To inform their administration and staff of the board policy to support the Youth Interventionist Program as a coordinated and mutually beneficial relationship among all government units in Oak Park and River Forest to address at the individual youth and collective level the threat of gangs, drugs and violence to our youth and community welfare.

Action in 2011: The Intervention team experienced more staff initiated contact in fall 2011, especially in River Forest.

(2) To bring policy and operational concerns and recommendations to the Oak Park Township Manager and Supervisor and to the community's Council of Governments for discussion and response.

Action in 2011: This access is ongoing.

To: Cara Pavlicek
Interim Village Manager

FROM: Craig M. Lesner
Chief Financial Officer

DATE: May 31, 2012

RE: Regular List of Bills



Attached is the regular list of bills as paid through the Village's Accounts Payable (AP) system for the week beginning May 21st through June 1st. This is the most current list available.

In total the bills add to \$555,305.85

REVIEWED BY: 
Finance Department

REVIEWED BY: _____
Village Manager's Office

REVIEWED BY: _____
Chairperson, Finance Committee



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076353	May/25/2012	RE	Paid	VOP01 0000010223 ABC COMMERCIAL MAINT. SERVICES, INC. 8056 N. MILWAUKEE AVE. NILES IL 60714	Not applicable		6,950.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098618	049	Apr/30/2012	APRIL 2012 JANITORIAL SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	1,246.00 USD
4	General Contractuals	DPW - Building Maintenance	General Fund	Intermodal Station	452.00 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	4,752.00 USD
3	General Contractuals	DPW - Building Maintenance	General Fund	Dole Center	500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076354	May/25/2012	RE	Paid	VOP01 0000007837 ABC Printing Company 5654 N. Elston Avenue CHICAGO IL 60646	Not applicable		5,413.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098587	162481	May/02/2012	VEHICLE STICKER FORM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Parking Services	Parking Fund	Base Program	5,413.75 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076355	May/25/2012	RE	Paid	VOP01 0000014241 ACCOUNTING PRINCIPALS DEPT CH 14031 PALATINE IL 60055	Not applicable		1,361.46 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098298	5064527	Apr/29/2012	TEMPORARY SERVICES WEEK ENDING 04/29/12. HARTSFIELD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	1,361.46 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076356	May/25/2012	RE	Paid	VOP01 0000003530 AIRGAS NORTH CENTRAL P.O. BOX 802588 CHICAGO IL 60680-2588	Not applicable		89.94 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098457	105671559	Apr/30/2012	MEDICAL LARGE, NITROUS OXIDE ABCDE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	FIRE - EMS	General Fund	Base Program	89.94 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076357	May/25/2012	RE	Paid	VOP01 000001016 ALLIED ASPHALT PAVING CO. 1100 BRANDT DRIVE HOFFMAN ESTATES IL 60192	Not applicable		1,010.11 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098620	165817	Apr/30/2012	19.24 TONS OF ASPHALT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Water	Water Fund	Water Distribution	1,010.11 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076358	May/25/2012	RE	Paid	VOP01 000006578 ALLIED GARAGE DOOR INC. P.O. BOX 817 LOMBARD IL 60148	Not applicable		224.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098619	0000020803	Apr/18/2012	REPAIR DOOR #1@201 SOUTH BLVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Repair	DPW - Building Maintenance	General Fund	Public Works Center	224.73 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076359	May/25/2012	RE	Paid	VOP01 0000002289 AMERICAN PUBLIC WORKS ASSOCIATION P.O. BOX 802296 KANSAS CITY MO 64180-2296	Not applicable		542.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098621	722055	May/01/2012	FLEET PRO STUDY GUIDE & DVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Fleet Operations	General Fund	Base Program	542.14 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076360	May/25/2012	RE	Paid	VOP01 0000013975 ANCHOR MECHANICAL INC 215 S. ABERDEEN CHICAGO IL 60607	Not applicable		2,400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098622	2088-1	May/02/2012	MAY 2012 MONTHLY SERVICE AGREEMENT-CHILLER PREVENTATIVE MAIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	2,400.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076361	May/25/2012	RE	Paid	VOP01 0000001022 ANDERSON ELEVATOR CO 2801 S. 19TH AVE BROADVIEW IL 60155	Not applicable		1,742.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098588	122810	May/01/2012	MAY 2012 ELEVATOR MAINTENANCE - PARKING GARAGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	158.70 USD
1	Property Repair	DPW - Building Maintenance	General Fund	Village Hall	174.50 USD
2	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	275.08 USD
2	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	229.34 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Dole Center	114.66 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	166.00 USD
1	General Contractuals	Parking Services	Parking Fund	OPRF Garage	137.54 USD
4	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	486.68 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076362	May/25/2012	RE	Paid	VOP01 0000002112 ANDERSON PEST SOLUTIONS P.O. BOX 600670 JACKSONVILLE FL 32260-0670	Not applicable		1,497.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098116	2120577	May/01/2012	MAY 2012 MONTHLY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	HEALTH - Health Grants	Local Health Protection 20	Base Program	1,497.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076363	May/25/2012	RE	Paid	VOP01 0000012936 ANDY FRAIN SERVICES 761 SHORELINE DR. AURORA IL 60504	Not applicable		21,192.72 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098544	160273	Apr/30/2012	APRIL 2012 CROSSING GUARD SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	21,192.72 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076364	May/25/2012	RE	Paid	VOP01 0000008783 ANIMAL CARE LEAGUE 1013 GARFIELD ST. OAK PARK IL 60304	Not applicable		8,333.33 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098117	JUNE 2012	May/01/2012	MONTHLY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Health Services	General Fund	Animal Control	8,333.33 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

Page No. 7

Run Date May/24/2012

Run Time 12:16:14 PM

Pay Cycle: OAKPK
 Pay Cycle Sequence: 765
 Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076365	May/25/2012	RE	Paid	VOP01 0000013392 APWA - CHICAGO METRO CHAPTER VILLAGE OF MOUNT PROSPECT JULIE BOLIN 1700 WEST CENTRAL RD MOUNT PROSPECT IL 60056	Not applicable		90.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098624	MAY 24, 2012	May/09/2012	2012 SNOW RODEO COMPETITION - DONOVAN & FULTON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Street Services	General Fund	Base Program	90.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076366	May/25/2012	RE	Paid	VOP01 0000014440 ARROYO, ELVA 317 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		8.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098596	594620	May/01/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	8.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076367	May/25/2012	RE	Paid	VOP01 0000001033 ASSOC. TIRE & BATTERY CO, INC. 6208 ROOSEVELT RD OAK PARK IL 60304	Not applicable		12.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098625	501943, 502906, 5044	Mar/23/2012	FILTERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	12.10 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076368	May/25/2012	RE	Paid	VOP01 0000013854 AT & T P.O. BOX 5080 CAROL STREAM IL 60197-5080	Not applicable		4,167.27 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098545	708386283004	Apr/28/2012	E911 TELECOMMUNICATION CHARGES 3/29/12-4/28/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	POLICE - Communication	Enhanced E-911 Fund	Base Program	47.77 USD
1	Telecommunication Charges	POLICE - Communication	Enhanced E-911 Fund	Base Program	47.77 USD
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	3,935.76 USD
1	Telecommunication Charges	POLICE - Communication	Enhanced E-911 Fund	Base Program	88.20 USD
1	Telecommunication Charges	POLICE - Communication	Enhanced E-911 Fund	Base Program	47.77 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076369	May/25/2012	RE	Paid	VOP01 0000008026 AT & T SUBPOENA CENTER 1 ATT PLAZA 208 SOUTH AKARD ST - 10TH FL M DALLAS TX 75202	Not applicable		40.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098549	GSB0510115	May/10/2012	REF:S-2012-05-10-115,SUBPOENA FEES,CASE APR2283	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Detectives	40.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076370	May/25/2012	RE	Paid	VOP01 0000008968 AUTO ZONE P.O. BOX 116067 ATLANTA GA 30368-6067	Not applicable		13.01 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098626	2674649263	May/07/2012	OIL PRESSURE SENDER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	13.01 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076371	May/25/2012	RE	Paid	VOP01 0000010157 B2B COMPUTER PRODUCTS P.O. BOX 3296 GLEN ELLYN IL 60138	Not applicable		436.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098191	549658	Apr/02/2012	TONER CARTRIDGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Toner Cartridges	FINANCE - Financial Services	General Fund	Base Program	218.00 USD
1	Small Tools	FIRE - Training and Public Ed.	General Fund	Base Program	218.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076372	May/25/2012	RE	Paid	VOP01 0000010403 BAUER, KENNETH	Not applicable		120.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098524	VSH8FC008DF	May/16/2012	REIMBURSEMENT FOR RENEWAL OF CERTIFICATIONS,REINSTATEMENT F	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	Building Property Standards	General Fund	Building Inspection Services	120.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076373	May/25/2012	RE	Paid	VOP01 0000014487 BAUMAN, DENNIS 616 IOWA ST. OAK PARK IL 60302	Not applicable		420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098710	OPE 2011-00040	May/21/2012	REFUND PARKWAY RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	420.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076374	May/25/2012	RE	Paid	VOP01 0000014441 BOHUN, SUSANNA 254 PLEASANT ST #1 OAK PARK IL 60302	Not applicable		76.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098597	594932	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	76.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076375	May/25/2012	RE	Paid	VOP01 0000003468 BONILLA, JEANNE 112 KYLE LANE KIRKLAND IL 60146	Not applicable		1,410.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098712	05/25/2012	May/25/2012	PAYROLL CORRECTION TO POLICE RETRO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Regular Salaries	POLICE	General Fund	Crossing Guards	1,410.14 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076376	May/25/2012	RE	Paid	VOP01 0000014442 BORIS, KATE 225 N. OAK PARK #3E OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098598	2447	May/07/2012	REFUND TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076377	May/25/2012	RE	Paid	VOP01 0000014475 BOYLE, DENISE 126 S. TAYLOR AVE. OAK PARK IL 60302	Not applicable		18,985.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098521	0524000016-01	May/22/2012	REFUND CREDIT BALANCE WATER ACCOUNT@ 126 S. TAYLOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	18,985.14 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076378	May/25/2012	RE	Paid	VOP01 0000014364 BRODSKY, ANGEL 209 CHICAGO AVE, #2 OAK PARK IL 60302	Not applicable		98.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098599	601390	May/14/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Onstreet Parking Permits	Parking Services	Parking Fund	Parking Permit Office	98.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076379	May/25/2012	RE	Paid	VOP01 0000002938 BUREAU OF IDENTIFICATION 260 N. CHICAGO STREET, ATTN:DIRECTOR JOLIET IL 60431	Not applicable		409.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098541	APRIL 2012	Apr/30/2012	COST CENTER:6049,ORI:ILL13180S.BACKGROUND CHECKS FOR CHAUFFEUR L	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Background Check	CLERK - Village Clerk	General Fund	Base Program	409.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076380	May/25/2012	RE	Paid	VOP01 0000010206 CALL ONE P.O. BOX 88454 CHICAGO IL 60680-1454	Not applicable		5,514.74 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098530	1010-7109-000	May/15/2012	PHONE SERVICE 5/15/12-6/14/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	5,514.74 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076381	May/25/2012	RE	Paid	VOP01 0000003445 CANON BUSINESS SOLUTIONS, INC. 15004 COLLECTIONS CENTER DR. CHICAGO IL 60693	Not applicable		147.52 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098378	4007087692	May/01/2012	APRIL 2012 COLOR COPIER COSTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Machine Service	DPW - Capital Projects	Capital Improvement Fund	CIP Management	147.52 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076382	May/25/2012	RE	Paid	VOP01 0000001059 CASE LOTS INC. 7911 W. OGDEN LYONS IL 60534	Not applicable		1,085.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098627	039821	Apr/27/2012	TOILET PAPER, PAPER TOWELS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	102.00 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	223.53 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	170.00 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	74.51 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	372.55 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	34.00 USD
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	34.00 USD
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	74.51 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076383	May/25/2012	RE	Paid	VOP01 0000014051 CHICAGO FILTER SUPPLY 221 KING ST ELK GROVE VILLAGE IL 60007	Not applicable		54.32 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098629	4462	Apr/23/2012	V-BELTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	30.42 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	3.25 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	20.65 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076384	May/25/2012	RE	Paid	VOP01 0000013772 CHICAGO PARTS & SOUND LLC 1150 LIVELY BLVD ELK GROVE VILLAGE IL 60007	Not applicable		716.48 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098630	445195, 443196, 4484	Mar/28/2012	ALTERNATORS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	716.48 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076385	May/25/2012	RE	Paid	VOP01 0000001678 CLASSIC GRAPHICS INDUSTRIES 519 WRIGHTWOOD ELMHURST IL 60126	Not applicable		1,514.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098156	69770	Apr/30/2012	STOCK SUPPLY OF COPY PAPER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Paper Supply	FINANCE - Purchasing	General Fund	Central Services	1,514.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076386	May/25/2012	RE	Paid	VOP01 0000013498 CLAUSS BROTHERS INC. 360 W. SCHAUMBURG RD. STREAMWOOD IL 60107	Not applicable		5,944.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098631	22910	Apr/30/2012	APRIL 2012 LANDSCAPE MAINTENANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Forestry	General Fund	Landscaping Services	5,944.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076387	May/25/2012	RE	Paid	VOP01 000001641 COLEMAN,ANTHONY C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098550	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076388	May/25/2012	RE	Paid	VOP01 0000012346 COMCAST CABLE P.O. BOX 3001 SOUTHEASTERN PA 19398-3001	Not applicable		86.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098531	8771 20 119 0375216	May/11/2012	HI SPEED INTERNET 05/18/12-06/17/12@6026 ROOSEVELT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	Information Technology	General Fund	Base Program	86.90 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076389	May/25/2012	RE	Paid	VOP01 0000011878 COMED (6111) P.O. BOX 6111 CAROL STREAM IL 60197-6111	Not applicable		811.98 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098632	2109158038	Apr/27/2012	ELECTRIC HEAT 3/29/12-7/27/12@100 N. EUCLID	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	DPW - Building Maintenance	General Fund	Fire Department	390.14 USD
1	Electricity	DPW - Street Lighting	General Fund	Street Lights Services	9.67 USD
1	Electricity	DPW - Street Lighting	General Fund	Street Lights Services	330.63 USD
1	Electricity	DPW - Street Lighting	General Fund	Street Lights Services	7.80 USD
1	Electricity	Parking Services	Parking Fund	Lots_Off Street Parking	73.74 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076390	May/25/2012	RE	Paid	VOP01 0000001075 COMED (6112) PO BOX 6112 CAROL STREAM IL 60197-6112	Not applicable		3,229.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098636	3607171007	Apr/26/2012	ELECTRIC SERVICE MASTER ACCT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	DPW - Street Lighting	General Fund	Street Lights Services	3,229.16 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076391	May/25/2012	RE	Paid	VOP01 0000002010 COTTER,WILLIAM 2447 S. SCOVILLE AVE. BERWYN IL 60402	Not applicable		1,825.27 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098711	05/25/2012	May/25/2012	PAYROLL CORRECTION TO POLICE RETRO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Regular Salaries	POLICE	General Fund	Detectives	1,825.27 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076392	May/25/2012	RE	Paid	VOP01 0000010182 CULLIGAN WATER P.O. BOX 364 UNION GROVE WI 53182-0364	Not applicable		11.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098160	603159, 603292	Apr/28/2012	DISPENSER RENTAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Charges	Parking Services	Parking Fund	The Avenue Garage	5.95 USD
2	Water Charges	Parking Services	Parking Fund	Holley Ct Parking Garage	5.95 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076393	May/25/2012	RE	Paid	VOP01 0000014117 DATASOURCE, INC./GLOBAL PARTNERS, L 145 COVINGTON DR BLOOMINGDALE IL 60108	Not applicable		969.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098194	8058	Apr/30/2012	TONER CARTRIDGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Toner Cartridges	POLICE	General Fund	Base Program	969.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076394	May/25/2012	RE	Paid	VOP01 0000010401 DEE, JIM	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098582	99832	Mar/27/2012	REIMBURSEMENT FOR RENEWAL OF CHICAGO PLUMBERS LICENSE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	Building Property Standards	General Fund	Building Inspection Services	30.00 USD



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PeopleSoft Accounts Payable
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076395	May/25/2012	RE	Paid	VOP01 0000014443 DELANEY, COLLEEN 212 S. OAK PARK #408 OAK PARK IL 60302	Not applicable		66.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098600	596234,1890	May/01/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	46.00 USD
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076396	May/25/2012	RE	Paid	VOP01 0000011589 DISPOSALL WASTE SERVICES, LLC. 5817 W. OGDEN AVE. CICERO IL 60804	Not applicable		7,454.58 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098637	35859	Apr/16/2012	REFUSE/RECYCLING CONTAINER PICK UP 4/9/12-4/15/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16	USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16	USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16	USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076397	May/25/2012	RE	Paid	VOP01 0000001623 DONAIRE,LEONARD	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098551	05/01/2012	May/01/2012	REIMBURSEMENT FOR GAS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Operational Supplies	POLICE	General Fund	Base Program	20.00	USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076398	May/25/2012	RE	Paid	VOP01 0000003019 DRANSOFF, TOM	Not applicable		19.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098552	05/14/2012	May/14/2012	REIMBURSEMENT FOR OFFICE SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	POLICE	General Fund	Base Program	19.65 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076399	May/25/2012	RE	Paid	VOP01 0000001104 DRESSEL'S ACE HARDWARE 1137 CHICAGO AVE OAK PARK IL 60302	Not applicable		201.06 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098640	226258, 226343	Apr/09/2012	BLADES, FLAPPER, TAPE, GREASE, MINI PILOT FILL VALVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Distribution	35.47 USD
1	Operational Supplies	DPW - Street Lighting	General Fund	Traffic Signals Services	53.24 USD
2	Operational Supplies	DPW - Sewer	Sewer Fund	Sewer Collection	21.76 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	14.78 USD
1	Operational Supplies	DPW - Street Services	General Fund	Pavement Management	58.15 USD
1	Sign Replacement	DPW - Street Services	General Fund	Pavement Management	17.66 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076400	May/25/2012	RE	Paid	VOP01 0000002369 DROP, RUSSELL 16002 S. DAN O'CONNELL PLAINFIELD IL 60586	Not applicable		1,376.28 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098713	05/25/2012	May/25/2012	PAYROLL CORRECTION TO POLICE RETRO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Regular Salaries	POLICE	General Fund	Crossing Guards	1,376.28 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076401	May/25/2012	RE	Paid	VOP01 0000007539 DUGGAN, JOHN	Not applicable		14.77 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098553	05/07/2012	May/07/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	14.77 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076402	May/25/2012	RE	Paid	VOP01 0000014464 ELKHART BRASS P.O. BOX 1127 1302 W. BEARDSLEY AVE. ELKHART IN 46515	Not applicable		661.39 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098459	34054	May/02/2012	MONITOR REPAIR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Repairs	FIRE - Operations	General Fund	Base Program	661.39 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076403	May/25/2012	RE	Paid	VOP01 0000001117 FEDERAL EXPRESS P.O. BOX 94515 PALATINE IL 60094-4515	Not applicable		58.72 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098572	7-882-89185	May/09/2012	PARCEL PICK UP 4/27/12-5/1/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	Information Technology	General Fund	Base Program	32.71 USD
2	Postage	Housing Services	General Fund	Base Program	26.01 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076404	May/25/2012	RE	Paid	VOP01 0000007712 FERGUSON WATERWORKS P.O. BOX 1070 FARGO ND 58107-1070	Not applicable		527.68 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098394	S01360721.001	May/01/2012	WATER METERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	527.68 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076405	May/25/2012	RE	Paid	VOP01 0000014478 FISHER 805 N. MARION ST. OAK PARK IL 60302	Not applicable		21.15 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098515	0240000293-00	May/18/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@805 N. MARION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	21.15 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076406	May/25/2012	RE	Paid	VOP01 0000009107 FLEET SAFETY SUPPLY P.O. BOX 649 NAPERVILLE IL 60566-0649	Not applicable		284.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098396	55229	Apr/30/2012	LED SPOTLIGHT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	181.50 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	103.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076407	May/25/2012	RE	Paid	VOP01 0000002842 FOLEY, PATRICK J. C/O POLICE DEPT. 123 MADISON OAK PARK IL 60302	Not applicable		106.56 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098554	05/08/2012	May/08/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	106.56 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076408	May/25/2012	RE	Paid	VOP01 0000007208 FUELMAN P.O. BOX 105080 ATLANTA GA 30348-5080	Not applicable		666.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098646	NP34230634	May/07/2012	FUEL PURCHASES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Fuel	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	666.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076409	May/25/2012	RE	Paid	VOP01 0000001137 GABRIEL SALES COMPANY 52 E. NORTH AVE. NORTHLAKE IL 60164	Not applicable		80.72 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098648	181456	May/04/2012	THERMOSTATS & GASKETS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	48.50 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	32.22 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076410	May/25/2012	RE	Paid	VOP01 0000014268 GARDA CL GREAT LAKES, INC. DEPT 3100-190 LOS ANGELES CA 90084-3100	Not applicable		1,765.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098299	180-883212	May/01/2012	MAY 2012 TRANSPORT OF PARKING METER COINS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	On Street Parking	1,765.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076411	May/25/2012	RE	Paid	VOP01 0000001604 GEIB INDUSTRIES 3220 N. MANNHEIM RD. FRANKLIN PARK IL 60131	Not applicable		310.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098399	406177-001	Apr/30/2012	HOSE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	310.10 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076412	May/25/2012	RE	Paid	VOP01 0000002374 GIAMMONA, JOE 1839 S. 4TH PLACE ST. CHARLES IL 60174	Not applicable		512.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098555	05/17/12	May/17/2012	CONTRACTUAL SERVICES 5/17/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD
1	Consultant Fees	Adjudication	General Fund	Base Program	341.40 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076413	May/25/2012	RE	Paid	VOP01 0000004209 GILCHRIST, JOHN R. & SONS PLUMBING 260 LAKE ST. OAK PARK IL 60302	Not applicable		420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098707	PLM 2010-00545	May/21/2012	REFUND PARKWAY RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	420.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076414	May/25/2012	RE	Paid	VOP01 0000001148 GOODYEAR TIRE DISTRIBUTION 200 THORNDALE AVE BENSENVILLE IL 60106	Not applicable		2,020.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098649	90025968	May/04/2012	TIRES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	505.05 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	505.05 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	505.08 USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	505.05 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076415	May/25/2012	RE	Paid	VOP01 0000013972 GOVTEMPSUSA LLC P.O. BOX 2392 NEW YORK NY 10116-2392	Not applicable		4,980.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098585	1146796,1146795,113	May/03/2012	TEMPORARY SERVICES PERIODS 04/08,04/15,04/22,04/29.KNUDSEN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Building Property Standards	General Fund	Building Inspection Services	4,980.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076416	May/25/2012	RE	Paid	VOP01 0000001152 GRAINGER DEPT . 801549411 PALATINE IL 60038-0001	Not applicable		868.99 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098650	9817565352	May/02/2012	SAFETY GLOVES & BATTERIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	62.01	USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	62.01	USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	41.31	USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	41.31	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	62.01	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	62.01	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	41.31	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	144.34	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	90.72	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	41.31	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	134.13	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	86.52	USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076417	May/25/2012	RE	Paid	VOP01 0000001154 GREAT WEST ELECTRICAL SUPPLY 6227 W 26TH ST BERWYN IL 60402	Not applicable		9.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098656	28006	Apr/19/2012	WIRE NUTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Street Lighting	General Fund	Julie Locates Sevices	9.95 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076418	May/25/2012	RE	Paid	VOP01 0000001039 HANEY,B & SONS INC 1200 N. LOMBARD RD. LOMBARD IL 60148-1201	Not applicable		6,661.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098657	35812	Apr/20/2012	13 PARKWAY REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	6,661.80 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076419	May/25/2012	RE	Paid	VOP01 0000008412 HARRIS COMPUTER SYSTEMS 62133 COLLECTIONS CENTER DR CHICAGO IL 60693-0621	Not applicable		390.93 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098300	XT00003227	Apr/30/2012	APRIL 2012 ICONNECT HOSTING & EBILLS FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software	FINANCE - Financial Services	Sewer Fund	Utilities	390.93 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076420	May/25/2012	RE	Paid	VOP01 0000008617 HD SUPPLY WATERWORKS, LTD P.O. BOX 91036 CHICAGO IL 60693-1036	Not applicable		215.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098405	4748434	May/02/2012	MISC SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Distribution	215.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076421	May/25/2012	RE	Paid	VOP01 0000001031 HEALY ASPHALT COMPANY, LLC. 3401 S. BUSSE ROAD ARROW ROAD CONSTRUCTION MOUNT PROSPECT IL 60056	Not applicable		362.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098658	32390MB	Apr/23/2012	7.03 TONS OF ASPHALT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Water	Water Fund	Water Distribution	362.05 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076422	May/25/2012	RE	Paid	VOP01 0000014477 HELMERS, RICHARD 838 BELLEFORTE AVE. OAK PARK IL 60302-1502	Not applicable		9.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098519	0241000089-03	May/22/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@838 BELLEFORTE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	9.86 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076423	May/25/2012	RE	Paid	VOP01 0000002912 HEWLETT PACKARD CORPORATION 13207 COLLECTION CENTER DR. CHICAGO IL 60693	Not applicable		703.64 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098533	67194961	May/02/2012	MAY 2012 HP VAX SOFTWARE SUPPORT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software License Updates	Information Technology	General Fund	Program Maintenance	703.64 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076424	May/25/2012	RE	Paid	VOP01 0000002031 HINSDALE NURSERIES 7200 S. MADISON WILLOWBROOK IL 60527	Not applicable		85.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098659	668283	Apr/25/2012	TREE PLANTED FOR ARBOR DAY - APPLE SERVICEBERRY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Tree Replacement	DPW - Engineering	Capital Improvement Fund	Base Program	85.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076425	May/25/2012	RE	Paid	VOP01 0000014485 HOHNMANN, LILIAN 828 N. HARVEY AVE. OAK PARK IL 60302	Not applicable		3,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098579	SBPGP-001	Apr/25/2012	SEWER BACKUP PREVENTION GRANT@828 N. HARVEY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	3,500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076426	May/25/2012	RE	Paid	VOP01 0000013217 HYGIENE SOLUTIONS 2296 CORNELL AVE. MONTGOMERY IL 60538	Not applicable		112.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098661	11137	May/01/2012	MAY 2012 AUTO CONCEPT UNIT MAINTENANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	112.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076427	May/25/2012	RE	Paid	VOP01 0000013152 INTEGRYS ENERGY SERVICES PO BOX 19046 GREEN BAY WI 54307-9046	Not applicable		7,921.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098592	19531185-1	May/02/2012	ELECTRIC SERVICE 3/30/12-4/30/12@1150 HOLLEY CT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	7,921.70 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076428	May/25/2012	RE	Paid	VOP01 0000002059 J.G. UNIFORMS 5949 W. IRVING PARK RD. CHICAGO IL 60634	Not applicable		135.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098557	27329	Apr/26/2012	FLASHLIGHT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Base Program	135.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076429	May/25/2012	RE	Paid	VOP01 0000014434 JACKLE, WILLIAM 921 CHICAGO AVE. OAK PARK IL 60302	Not applicable		35.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098514	0673000392-01	May/14/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@921 CHICAGO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	35.90 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076430	May/25/2012	RE	Paid	VOP01 0000001048 JACOBS, BILL JOLIET , L.L.C. 2001 W. JEFFERSON ST JOLIET IL 60435	Not applicable		439.17 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098662	1741561, 1742962	Apr/17/2012	ENGINE CRADEL/SUPPORT & PARTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	439.17 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076431	May/25/2012	RE	Paid	VOP01 0000001640 JACOBSON,DAVID C/O POLICE 123 MADISON ST OAK PARK IL 60302	Not applicable		100.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098556	FY 2012, ROUND 3	May/17/2012	TOBACCO COMPLIANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Tobacco Grant Expenditures	POLICE - Grants	Tobacco Enforcement Pro	Base Program	100.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076432	May/25/2012	RE	Paid	VOP01 0000011631 JAIN, SHIVI 4100 NORTH MARINE #16B CHICAGO IL 60613	Not applicable		332.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098601	600694, 600695, 3800	May/03/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	40.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	292.00 USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076433	May/25/2012	RE	Paid	VOP01 0000013376 JUDGE, NAVPREET 5942 W. VINE CT. VISALIA CA 93291	Not applicable		118.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098602	597660	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	118.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076434	May/25/2012	RE	Paid	VOP01 0000012522 KELLER HEARTT CO INC. 4877 PAYSHERE CIRCLE CHICAGO IL 60674	Not applicable		159.24 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098663	0150729-IN	Apr/19/2012	ANTI-FREEZE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Operational Supplies	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	39.81 USD
4	Operational Supplies	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	39.81 USD
1	Operational Supplies	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	39.81 USD
3	Operational Supplies	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	39.81 USD



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Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076435	May/25/2012	RE	Paid	VOP01 0000002266 KIEFT BROTHERS INC. DEPT. CH 17487 PALATINE IL 60055	Not applicable		129.40 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098408	185235	May/01/2012	SEWER SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Sewer	Sewer Fund	Sewer Collection	129.40 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076436	May/25/2012	RE	Paid	VOP01 0000014444 KNICK, ALEX 224 CLINTON AVE. OAK PARK IL 60302	Not applicable		150.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098603	1J065991,1J065449,1	May/07/2012	REFUND PARKING CITATIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	150.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076437	May/25/2012	RE	Paid	VOP01 0000002021 KOPERNIAK,MIKE	Not applicable		150.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098709	00704100078	May/12/2012	REIMBURSEMENT FOR WORK BOOTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	DPW - Capital Projects	Capital Improvement Fund	CIP Management	150.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076438	May/25/2012	RE	Paid	VOP01 0000014482 LANE, DEBRA 1121 N. EUCLID AVE. OAK PARK IL 60302	Not applicable		3,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098576	SBPGP-007	Apr/25/2012	SEWER BACKUP PREVENTION GRANT@1121 N. EUCLID	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	3,500.00 USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076439	May/25/2012	RE	Paid	VOP01 000008517 LECHNER & SONS UNIFORM RENTAL 420 KINGSTON CT. MT. PROSPECT IL 60056	Not applicable		873.97 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098666	1602098,1604397,160	Apr/30/2012	1609803. LAUNDRY SERVICE FOR WATER & SEWER DIVISION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Laundry Service	DPW - Water	Water Fund	Base Program	328.24	USD
1	Laundry Service	DPW - Street Services	General Fund	Base Program	214.53	USD
1	Laundry Service	DPW - Street Lighting	General Fund	Base Program	49.44	USD
1	Laundry Service	DPW - Fleet Operations	General Fund	Base Program	281.76	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076440	May/25/2012	RE	Paid	VOP01 0000014481 LEINBACH, ANDREW	Not applicable		430.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098520	JANUARY - MAY 201	May/18/2012	TRANSIT REIMBURSEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Flexible Spending Transportati	Balance Sheet	Natl Trust Historic Pres Gt 0	Balance Sheet	430.00	USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076441	May/25/2012	RE	Paid	VOP01 0000001624 LEXISNEXIS RISK DATA MGMT/ACCURINT P.O. BOX 7247-6157 PHILADELPHIA PA 19170-6157	Not applicable		59.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098540	1304971-20120430	Apr/30/2012	APRIL 2012 SEARCHES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	59.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076442	May/25/2012	RE	Paid	VOP01 0000003119 LINDCO EQUIPMENT SALES INC. 2168 E. 88TH DR. MERRILLVILLE IN 46410	Not applicable		2,179.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098668	20120553-P	Apr/26/2012	LOAD SENSING PISTON PUMP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	2,179.18 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076443	May/25/2012	RE	Paid	VOP01 0000014483 LIPSEY, PATRICIA 1000 N. LOMBARD AVE. OAK PARK IL 60302	Not applicable		3,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098577	SBPGP-006	Apr/27/2012	SEWER BACKUP PREVENTION GRANT@1000 N. LOMBARD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	3,500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076444	May/25/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		371.63 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098293	4048311	May/04/2012	AA BATTERIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Office Supplies	FINANCE - Financial Services	Sewer Fund	Utilities	3.99 USD
1	Office Supplies	FIRE - Admin	General Fund	Base Program	133.40 USD
1	Office Supplies	DPW - Administration	General Fund	Base Program	226.24 USD
1	Office Supplies	FINANCE - Financial Services	General Fund	Base Program	8.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076445	May/25/2012	RE	Paid	VOP01 0000012365 MAGEE, JEAN 1000 MAPLETON AVE. OAK PARK IL 60302	Not applicable		2,375.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098575	SBPGP-005	Apr/25/2012	SEWER BACKUP PREVENTION GRANT@1000 MAPLETON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	2,375.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076446	May/25/2012	RE	Paid	VOP01 0000014446 MAGILL, LAURA 739 W. MELROSE #2 CHICAGO IL 60657	Not applicable		118.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098605	598282	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	118.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076447	May/25/2012	RE	Paid	VOP01 0000014447 MAGILL, ROBERT 739 W. MELROSE #2 CHICAGO IL 60657	Not applicable		76.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098606	596674	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	76.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076448	May/25/2012	RE	Paid	VOP01 0000014480 MAHER, ELIZABETH 1901 BROPHY AVE. PARK RIDGE IL 60068-5203	Not applicable		136.02 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098517	0661000520*-01	May/21/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@744 HAYES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	136.02 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076449	May/25/2012	RE	Paid	VOP01 0000001611 MCCLLOUD, W. B. & CO., INC. 2500 W. HIGGINS RD 850 NW CORP. CENTER HOFFMAN ESTATES IL 60195-5220	Not applicable		185.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098669	10544750	Apr/20/2012	PEST CONTROL @ 129 LAKE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Water	Water Fund	Water Supply	75.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	55.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	55.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076450	May/25/2012	RE	Paid	VOP01 0000014448 MCCORMACK, JAMI 604 S. OAK PARK AVE. OAK PARK IL 60304	Not applicable		131.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098607	596151, 9203	May/01/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	111.00 USD
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076451	May/25/2012	RE	Paid	VOP01 0000014449 MCDERMOTT, EMILLY 3554 N. TRAINER RD. ROCKFORD IL 61114	Not applicable		173.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098608	595903, 2275	Apr/30/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
2	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	153.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076452	May/25/2012	RE	Paid	VOP01 0000001570 MENARDS-MELROSE PARK 8311 W. NORTH AVE MELROSE PARK IL 60160	Not applicable		638.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098593	86032	Apr/17/2012	DUCT TAPE, VINYL SHEET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	Parking Services	Parking Fund	Holley Ct Parking Garage	56.33 USD
1	Operational Supplies	DPW - Forestry	General Fund	Landscaping Services	148.66 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	37.63 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	124.37 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	85.04 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	18.72 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	37.62 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	130.49 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076453	May/25/2012	RE	Paid	VOP01 0000009958 MES - ILLINOIS DEPOSITORY ACCT 75 REMITTANCE DR. STE. #3135 CHICAGO IL 60675	Not applicable		419.34 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098453	00310309_SNV, 0031	Apr/30/2012	00312262_SNV. COAT LINER,BOOTS,POLO,TACTICAL SHIRTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	419.34 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076454	May/25/2012	RE	Paid	VOP01 0000004074 METRO MORTUARY TRANSPORT, INC. 7319 MADISON FOREST PARK IL 60130	Not applicable		745.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098451	APRIL 2012	May/02/2012	STATEMENT #A-001. REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	FIRE - Admin	General Fund	Base Program	745.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076455	May/25/2012	RE	Paid	VOP01 0000004075 MIDWEST FUEL INJECTION 1100 HOSLER DR. BOLINGBROOK IL 60490	Not applicable		167.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098262	S335465	May/01/2012	EXHAUST BACK PRESSURE REGULATOR VALVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	167.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076456	May/25/2012	RE	Paid	VOP01 0000014450 MOHAN, KATHLEEN 6729 N. HIAWATHA CHICAGO IL 60646	Not applicable		76.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098609	601468	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	76.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076457	May/25/2012	RE	Paid	VOP01 0000001160 MOHR, H.J. & SONS CO. 915 S. MAPLE OAK PARK IL 60304-1893	Not applicable		5,087.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098678	147903,147904,14790	Apr/30/2012	147907,147908,147909. STONE & CONCRETE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Water	Water Fund	Water Distribution	1,358.00 USD
2	Roadway Maintenance	DPW - Sewer	Sewer Fund	Sewer Collection	3,729.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076458	May/25/2012	RE	Paid	VOP01 0000014451 MOODY, JOHNATHAN 1035 WASHINGTON BLVD. OAK PARK IL 60302	Not applicable		51.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098610	596899	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	51.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076459	May/25/2012	RE	Paid	VOP01 000001243 MR MAT 10351 S MICHIGAN CHICAGO IL 60628	Not applicable		2,093.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098418	268829,268830,26882	Apr/30/2012	268982,268980,269116,269117,269115,269265,269266,269264.MATS FOR 100 S. EUCL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Fire Department	226.80 USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	501.00 USD
1	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	359.25 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Dole Center	295.20 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	276.00 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	435.60 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076460	May/25/2012	RE	Paid	VOP01 0000014452 MULLINS, SCOTT 604 S. OAK PARK AVE #2 OAK PARK IL 60304	Not applicable		168.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098611	595671, 8259	May/02/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	148.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076461	May/25/2012	RE	Paid	VOP01 000008823 MURPHY, RAPHAEL C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098559	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076462	May/25/2012	RE	Paid	VOP01 0000011930 MUTUAL OF OMAHA PAYMENT PROCESSING CENTER P.O. BOX 2147 OMAHA NE 68103-2147	Not applicable		7,049.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098560	000247393672	May/01/2012	GROUP:G000AEUS,ID 001A, MAY 2012 BILLING COVERAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Life Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	7,049.12 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076463	May/25/2012	RE	Paid	VOP01 0000014453 NAGANO, VIRGINIA 301 N. OAK PARK AVE. OAK PARK IL 60302	Not applicable		156.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098612	595515	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	156.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076464	May/25/2012	RE	Paid	VOP01 0000001256 NICOR (P.O. BOX 0632) P.O. BOX 0632 AURORA IL 60507-0632	Not applicable		82.54 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098595	67-90-13-5311 9	May/03/2012	GAS SERVICE 4/3/12-5/3/12@1114 HOLLEY CT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Natural Gas	Parking Services	Parking Fund	Holley Ct Parking Garage	82.54 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076465	May/25/2012	RE	Paid	VOP01 0000001260 NORTH EAST MULTI-REGIONAL 355 SMOKE TREE PLAZA NORTH AURORA IL 60542	Not applicable		300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098561	156413	May/04/2012	ADVANC'D EVIDENCE TECHNICIAN CLASS 3/27/12-3/29/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	POLICE	General Fund	Crossing Guards	300.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076466	May/25/2012	RE	Paid	VOP01 0000001466 O'BRIEN, PATRICK 100 CENTRAL AVE, UNIT 1013 SARASOTA IL 34236	Not applicable		1,888.33 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098573	MSA 1114-G, DRAW #	May/10/2012	MULTI FAMILY PROGRAM @421 S. ELMWOOD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Encumbrances Liability	Balance Sheet	General Fund	Balance Sheet	1,888.33 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076467	May/25/2012	RE	Paid	VOP01 000001284 O'LEARY'S CONTRACTORS 1031 N CICERO CHICAGO IL 60651	Not applicable		165.93 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098682	59826	May/09/2012	BITS, CAUTION TAPE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Street Services	General Fund	Parking Lots Maint Program	165.93 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076468	May/25/2012	RE	Paid	VOP01 0000013821 O'REILLY AUTO PARTS P.O. BOX 790098 ST LOUIS MO 65801	Not applicable		299.99 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098683	336-322940	May/04/2012	ENGINE HOIST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	299.99 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076469	May/25/2012	RE	Paid	VOP01 0000001647 OAK PARK ELEMENTARY SCHOOL DISTRI 970 MADISON ST. OAK PARK IL 60302	Not applicable		346.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098542	3013, 3014	Apr/16/2012	CIC POSTERS & CIC FLYERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	CLERK - Boards and Commissions	General Fund	Citizens Involvement Committee	346.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076470	May/25/2012	RE	Paid	VOP01 0000001275 OAK PARK REGIONAL HOUSING CTR 1041 SOUTH BOULEVARD C/O ROB BREYMAIER OAK PARK IL 60302	Not applicable		49,625.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098574	MFHIP-2012.04	May/09/2012	APRIL 2012 MULTI-FAMILY INCENTIVE PROGRAM REIMBURSEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operating Subsidies	Housing Services	General Fund	Oak Park Housing Center	49,625.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076471	May/25/2012	RE	Paid	VOP01 0000012547 OAKLAKE PARK ASSOCIATES MCCOLLOM REALTY LTD P.O. BOX 27 WESTERN SPRINGS IL 60558	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098562	7254	Jun/01/2012	JUNE 2012 BASE RENT@1010 LAKE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	10.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076472	May/25/2012	RE	Paid	VOP01 0000008102 OUTFITTER SATELLITE, INC 2911 ELM HILL PIKE NASHVILLE TN 37214	Not applicable		22.46 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098535	36397	May/15/2012	MAY 2012 MONTHLY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	HEALTH - Health Grants	Public Health Emergency 1	Base Program	22.46 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076473	May/25/2012	RE	Paid	VOP01 0000014454 PECK, KATHRYN 173 N . GROVE AVE. OAK PARK IL 60301	Not applicable		3.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098613	2202	May/07/2012	REFUND TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	3.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076474	May/25/2012	RE	Paid	VOP01 0000006034 PIEMONTE, AL FORD. 2500 NORTH AVE. MELROSE PARK IL 60160-1130	Not applicable		11.29 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098679	529345	Apr/18/2012	FUEL CAP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	11.29 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076475	May/25/2012	RE	Paid	VOP01 0000014455 PIETTE, DIANE 922 ONTARIO OAK PARK IL 60302	Not applicable		51.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098614	600870, 8222	May/07/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	31.00 USD
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076476	May/25/2012	RE	Paid	VOP01 0000001297 PIONEER PRESS 8231 SOLUTIONS CENTER CHICAGO IL 60677-8002	Not applicable		32.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098534	05/10/2012	May/10/2012	ACCT#496954. OAK LEAVES RENEWAL - J AKERSTROM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Books & Subscriptions	CD Grant Admin	Community Dev Block Gr	Base Program	32.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076477	May/25/2012	RE	Paid	VOP01 0000005001 POLFUS, EDWARD 521 BEACH AVE. LAGRANGE PARK IL 60526	Not applicable		455.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098581	05/16/12	May/16/2012	CONTRACTUAL SERVICES 5/16/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	284.50 USD
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076478	May/25/2012	RE	Paid	VOP01 0000010362 POSTMASTER 901 LAKE ST. OAK PARK IL 60301	Not applicable		4,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098512	05/21/12	May/21/2012	POSTAGE FOR 2011 CCR MAILING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	DPW - Water	Water Fund	Base Program	4,000.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076479	May/25/2012	RE	Paid	VOP01 0000001791 PRAXAIR DISTRIBUTION INC-962 DEPT CH 10660 PALATINE IL 60055-0660	Not applicable		76.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098680	42764434	Apr/20/2012	OXYGEN & ACETYLENE TANK RENATLS 3/20/1-4/20/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	19.18 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	19.19 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	19.18 USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	19.18 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076480	May/25/2012	RE	Paid	VOP01 0000002373 PRIMAK, ROBERT C/O POLICE DEPT. 123 MADISON ST OAK PARK IL 60302	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098563	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	400.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076481	May/25/2012	RE	Paid	VOP01 0000003038 PRINTING STORE INC. 621 MADISON ST. OAK PARK IL 60302	Not applicable		3,933.26 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098168	69179	May/01/2012	PARKING PERMIT/VEHICLE STICKER APPLICATIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Parking Services	Parking Fund	Base Program	3,933.26 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076482	May/25/2012	RE	Paid	VOP01 0000002415 PUREE'S PIZZA & PASTA 1023 LAKE ST. OAK PARK IL 60301	Not applicable		76.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098681	1	May/08/2012	PIZZA'S	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Water	Water Fund	Base Program	76.20 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076483	May/25/2012	RE	Paid	VOP01 0000001955 RADIO SHACK CORP. P.O. BOX 848549 DALLAS TX 75284	Not applicable		71.88 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098527	17102	Apr/12/2012	LITHIUM BATTERIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Building Property Standards	General Fund	Property Standards	71.88 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076484	May/25/2012	RE	Paid	VOP01 0000001797 RAZZINO,ANTHONY C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098564	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	300.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076485	May/25/2012	RE	Paid	VOP01 0000013041 RED WING SHOE STORE 309 N. WEBER RD BOLINGBROOK IL 60440	Not applicable		225.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098583	240000007648	May/03/2012	SAFETY SHOES - DEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	Building Property Standards	General Fund	Building Inspection Services	108.00 USD
1	Clothing	DPW - Fleet Operations	General Fund	Base Program	117.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076486	May/25/2012	RE	Paid	VOP01 0000012780 REDMOND, DARLENE 2801 S. KING DR. #1104 CHICAGO IL 60616	Not applicable		1,893.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098580	05/15/12	May/15/2012	CONTRACTUAL SERVICES 5/12/12, 5/14/12, 5/15/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	918.75 USD
1	Consultant Fees	Adjudication	General Fund	Base Program	975.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076487	May/25/2012	RE	Paid	VOP01 0000014456 RIVERA, ANIBAL 2029 N. LATROBE CHICAGO IL 60639	Not applicable		25.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098615	590259	Mar/30/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	25.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076488	May/25/2012	RE	Paid	VOP01 0000001185 RIZZA, JOE. FORD 2100 S HARLEM AVE NORTH RIVERSIDE IL 60546	Not applicable		2,523.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098685	441916	May/01/2012	AIR CLEANER HOUSING ASSEMBLY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	248.90 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	45.37 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	17.52 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	1,520.00 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	691.35 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076489	May/25/2012	RE	Paid	VOP01 0000014474 ROSSELL, A. 1014 PLEASANT OAK PARK IL 60302	Not applicable		545.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098518	0529000032-00	May/21/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@1018 PLEASANT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	545.73 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076490	May/25/2012	RE	Paid	VOP01 0000014486 RR MULCH & SOIL 11900 S. DIVISION BLUE ISLAND IL 60406	Not applicable		1,070.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098690	76791	Apr/25/2012	PULVERIZED TOPSOIL & LEAF COMPOST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Solid Waste	Environmental Services Fu	Base Program	650.00 USD
2	General Contractuals	DPW - Street Services	General Fund	Snow Ice Control Mangt	420.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076491	May/25/2012	RE	Paid	VOP01 0000001639 RUMORO,JOHN C/O POLICE 123 MADISON ST OAK PARK IL 60302	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098565	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076492	May/25/2012	RE	Paid	VOP01 0000014476 S & P PROPERTIES 1435 W. DIVERSEY CHICAGO IL 60614	Not applicable		512.64 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098513	0664000331-00	May/22/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@430 N. AUSTIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	512.64 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076493	May/25/2012	RE	Paid	VOP01 0000006488 SAFEWAY 14445 COLLECTIONS CENTER DR. CHICAGO IL 60693-0144	Not applicable		63.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098691	04/21/2012	Apr/21/2012	MISC. SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Administration	General Fund	Safety Program	63.25 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076494	May/25/2012	RE	Paid	VOP01 0000005487 SCHULER, STEPHEN 315 N. EUCLID AVE. OAK PARK IL 60302	Not applicable		60.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098616	1J068099	Apr/30/2012	REFUND PARKING CITATION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	60.00 USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076495	May/25/2012	RE	Paid	VOP01 0000006932 SCOTT, MARK C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098566	JUNE 2012	Jun/01/2012	HOUSING ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076496	May/25/2012	RE	Paid	VOP01 0000007266 SECURITAS SECURITY SERVICES USA 12672 COLLECTIONS CENTER DR CHICAGO IL 60693	Not applicable		38,487.81 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098586	W3503707, W350370	May/04/2012	APRIL 2012 SECURITY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	Parking Services	Parking Fund	Base Program	1,321.14 USD
3	Grant Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	6,414.55 USD
2	Grant Contractuals	Parking Services	Parking Fund	The Avenue Garage	10,942.47 USD
4	Grant Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	19,809.65 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076497	May/25/2012	RE	Paid	VOP01 0000014479 SHERIDAN, TIMOTHY 520 WASHINGTON BLVD OAK PARK IL 60302-4006	Not applicable		144.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098516	0531000271-01	May/21/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL @520 WASHINGTON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	144.25 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076498	May/25/2012	RE	Paid	VOP01 0000001342 SIEMENS BUILDING TECHNOLOGIES INC. P.O. BOX 2134 CAROL STREAM IL 60132-2134	Not applicable		2,563.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098692	5442328058	Feb/27/2012	REPAIR TO HEAT SYSTEM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Repair	DPW - Building Maintenance	General Fund	Public Works Center	2,563.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076499	May/25/2012	RE	Paid	VOP01 0000001808 SIGN OUTLET STORE 2200 OGDEN AVE SUITE #350 LISLE IL 60532	Not applicable		39.17 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098271	CG-140754	May/02/2012	TAPE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	39.17 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076500	May/25/2012	RE	Paid	VOP01 0000001632 SILVA,DON C/O POLICE 123 MADISON ST OAK PARK IL 60302	Not applicable		78.82 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098567	05/13/2012	May/13/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	78.82 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076501	May/25/2012	RE	Paid	VOP01 0000014457 SIMMONS, COLIN 30 SALEM LANE EVANSTON IL 60203	Not applicable		168.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098617	595511, 2203	May/03/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	148.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076502	May/25/2012	RE	Paid	VOP01 0000001662 SOLID SYSTEMS CAD SERVICES 4801 MILWEE SUITE #3 HOUSTON TX 77092-6668	Not applicable		270.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098532	70545	May/04/2012	MAY 2012 VAX HARDWARE MONTHLY MAINTENANCE AGREEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Hardware Maintenance	Information Technology	General Fund	Program Maintenance	270.80 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076503	May/25/2012	RE	Paid	VOP01 0000001360 STANDARD EQUIPMENT COMPANY DEPT. CH 19025 PALATINE IL 60055-9025	Not applicable		141.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098421	C74143	May/01/2012	DIRT DEFLECTORS & WEIGHTBARS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	50.00 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	91.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076504	May/25/2012	RE	Paid	VOP01 0000005743 SUBURBAN LABORATORIES 4140 LITT DRIVE. HILLSIDE IL 60162-1183	Not applicable		240.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098693	17824	Apr/30/2012	WATER TESTING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Water	Water Fund	Water Supply	240.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076505	May/25/2012	RE	Paid	VOP01 0000001373 TERRA ENGINEERING LTD 225 W. OHIO ST. STE. #400 CHICAGO IL 60654-7851	Not applicable		10,462.33 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098379	7591	Apr/30/2012	ROOSEVELT RD ENGINEERING PHASE III 12/1/11-4/21/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Project Engineering	DPW - Capital Projects	Capital Improvement Fund	Roosevelt Rd Improvements	10,462.33 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076506	May/25/2012	RE	Paid	VOP01 0000001381 THOMPSON ELEVATOR INSPECTION 1302 E THAYER ST MT PROSPECT IL 60056	Not applicable		1,819.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098311	12-1413, 12-1467	May/01/2012	SEMI-ANNUAL ELEVATOR INSPECTIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Building Property Standards	General Fund	Building Inspection Services	1,819.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076507	May/25/2012	RE	Paid	VOP01 0000014484 TIMCHAK, ALEXANDER 1004 N. LOMBARD AVE. OAK PARK IL 60302	Not applicable		3,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098578	SBPGP-004	Apr/25/2012	SEWER BACKUP PREVENTION GRANT@1004 N. LOMBARD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	3,500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076508	May/25/2012	RE	Paid	VOP01 0000001385 TRAFFIC CONTROL & PROTECTION 31W351 NORTH AVE. WEST CHICAGO IL 60185	Not applicable		67.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098694	72637	Apr/24/2012	WHITE BLANK SIGNS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Sign Replacement	DPW - Street Services	General Fund	Pavement Management	67.30 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076509	May/25/2012	RE	Paid	VOP01 0000003781 TRANE P.O. BOX 98167 CHICAGO IL 60693	Not applicable		194.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098695	6386710R2	Apr/24/2012	A/C REPAIRS @255 AUGUSTA	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Repair	DPW - Building Maintenance	General Fund	Dole Center	194.12 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076510	May/25/2012	RE	Paid	VOP01 0000012077 TREDROC TIRE SERVICE P.O. BOX 1175 BEDFORD PARK IL 60499	Not applicable		333.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098696	222063	May/03/2012	TIRES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	333.80 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076511	May/25/2012	RE	Paid	VOP01 0000001034 TRUCK PRO, INC. P.O. BOX 905044 CHARLOTTE NC 28290-5044	Not applicable		98.24 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098697	080-0625155	May/07/2012	WATER PUMP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	98.24 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076512	May/25/2012	RE	Paid	VOP01 0000009418 UNITED RADIO COMMUNICATIONS 9200 S. OKETO AVE. BRIDGEVIEW IL 60455	Not applicable		53.55 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098698	22574700	Apr/25/2012	ANTENNA MAST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	53.55 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076513	May/25/2012	RE	Paid	VOP01 0000011580 UNLIMITED PLUMBING, INC. 3017 PEARL ST. FRANKLIN PARK IL 60131	Not applicable		840.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098708	OPE 2012-00015	May/18/2012	REFUND PARKWAY & SIDEWALK RESTORATION DEPOSITS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	840.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076514	May/25/2012	RE	Paid	VOP01 0000003490 URS CORPORATION P.O. BOX 116183 ATLANTA GA 30368-6183	Not applicable		6,173.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098706	5006834-URS3	Feb/23/2012	PRELIMINARY ENGINEERING OF 1-290 CAP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Engineering	VMO - Village Management	FAI 290 CAP Grant	Base Program	6,173.05 USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076515	May/25/2012	RE	Paid	VOP01 0000001642 VISIT OAK PARK 1118 WESTGATE OAK PARK IL 60301	Not applicable		13,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095042	JUNE 2012	Jun/01/2012	JUNE 2012 DISBURSEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Mainten Support	Special Activities	General Fund	Base Program	13,500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076516	May/25/2012	RE	Paid	VOP01 0000001618 WASHINGTON,CARRIE BELLE P.O. BOX 35 TINLEY PARK IL 60477	Not applicable		1,687.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098570	05/17/12	May/17/2012	CONTRACTUAL SERVICES 5/14/12, 5/16/12, 5/17/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	1,687.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076517	May/25/2012	RE	Paid	VOP01 0000001412 WEDNESDAY JOURNAL, INC 141 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		204.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098538	05/16/12	May/16/2012	ACCT#111398-00003. PUBLIC NOTICE-ON LINE ONLY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Advertising	HR - Health Insurance	Health Insurance Fund	Benefits Administration	50.00 USD
1	Legal Advertisements	CLERK - Boards and Commissions	General Fund	Community Design/Planning Comm	154.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076518	May/25/2012	RE	Paid	VOP01 0000001416 WEST PAYMENT CENTER P.O. BOX 6292 CAROL STREAM IL 60197-6292	Not applicable		929.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098329	824889612	May/01/2012	WESTLAW 4/1/12-4/30/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Books & Subscriptions	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	929.16 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076519	May/25/2012	RE	Paid	VOP01 0000006993 WEST SIDE EXCHANGE P.O. BOX 87618 DEPT #4570 CHICAGO IL 60680-0618	Not applicable		129.32 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098699	N73008	Apr/25/2012	PIN & CLIP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	129.32 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076520	May/25/2012	RE	Paid	VOP01 0000014353 WORLD FUEL 3340 S. HARLEM AVE. RIVERSIDE IL 60546	Not applicable		24,436.61 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098701	483275	Apr/26/2012	FUEL PURCHASE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Fuel	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	328.58 USD
3	Fuel	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	1,482.59 USD
2	Fuel	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	17,330.65 USD
4	Fuel	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	5,294.79 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076521	May/25/2012	RE	Paid	VOP01 0000002708 WORLDPOINT ECC, INC. 6388 EAGLE WAY CHICAGO IL 60678-1638	Not applicable		864.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098463	5259978	May/02/2012	BOOKS & CARDS FOR CPR CLASSES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	FIRE - Training and Public Ed.	General Fund	Base Program	864.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076522	May/25/2012	RE	Paid	VOP01 0000001828 ZEP SALES & SERVICE 13237 COLLECTIONS CENTER DRIVE CHICAGO IL 60693-0132	Not applicable		163.04 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098702	30484092	Apr/18/2012	HAND CLEANER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
5	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	76.36 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	21.67 USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	21.67 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	21.67 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	21.67 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
Pay Cycle Sequence: 765
Pay Cycle Run Date: May/24/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076523	May/25/2012	RE	Paid	VOP01 0000001431 ZIEBELL WATER SERVICE PRODUCTS 2001 PRATT BLVD ELK GROVE VILLAGE IL 60007	Not applicable		238.08 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098703	215911-000	Apr/13/2012	BALL CORP, CURB STOP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Operational Supplies	DPW - Water	Water Fund	Water Distribution	238.08	USD
			Total Requirements for Bank Account	FB_OP VOP 154508888927	352,418.32	USD
			Total Requirements for Currency	USD	352,418.32	USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076524	Jun/01/2012	RE	Paid	VOP01 0000013628 A & B LANDSCAPING & TREE SERVICE INC P.O. BOX 344 RIVERSIDE IL 60546	Not applicable		20,860.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098826	2012-110	Apr/20/2012	EAB PARKWAY TREE REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	13,795.00 USD
1	External Support	DPW - Forestry	General Fund	Tree Care Services	7,065.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076525	Jun/01/2012	RE	Paid	VOP01 0000014241 ACCOUNTING PRINCIPALS DEPT CH 14031 PALATINE IL 60055	Not applicable		1,357.45 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098356	5082408	May/06/2012	TEMPORARY SERVICES WEEK ENDING 05/06/12. HARTSFIELD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	1,357.45 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076526	Jun/01/2012	RE	Paid	VOP01 0000014489 AIR & WASTE MANAGEMENT ASSOCIATION 11 PLEASANT HILL BLVD PALATINE IL 60067	Not applicable		150.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098737	05/08/12	May/08/2012	WASTE NOT CONFERENCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Solid Waste	Keep Oak Park Beautiful	Keep VOP Beautiful Program	150.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076527	Jun/01/2012	RE	Paid	VOP01 0000001016 ALLIED ASPHALT PAVING CO. 1100 BRANDT DRIVE HOFFMAN ESTATES IL 60192	Not applicable		735.01 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098738	165963	May/05/2012	14.00 TONS OF ASPHALT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Water	Water Fund	Water Distribution	735.01 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076528	Jun/01/2012	RE	Paid	VOP01 0000014493 ALONSO, REBECCA 117 W. NAPERVILLE RD. WESTMONT IL 60559	Not applicable		90.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098797	598518	May/14/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	90.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076529	Jun/01/2012	RE	Paid	VOP01 0000003503 AQUA FIORI INC. 1215 N. 25TH AVE. MELROSE PARK IL 60160	Not applicable		1,966.91 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098739	16837,16838,16839,1	May/02/2012	MAINTENANCE SERVICE - MULTIPLE LOCATIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Forestry	General Fund	Landscaping Services	1,966.91 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076530	Jun/01/2012	RE	Paid	VOP01 0000002229 ARIA GROUP ARCHITECTS INC. CORPORATE ACCT #57 830 NORTH BLVD OAK PARK IL 60301	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098798	595373	May/15/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076531	Jun/01/2012	RE	Paid	VOP01 0000003651 ATLAS BOBCAT, INC. 5050 N. RIVER RD. SCHILLER PARK IL 60176	Not applicable		309.57 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098740	B34534	May/01/2012	OIL FILTERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	103.19 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	103.19 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	103.19 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076532	Jun/01/2012	RE	Paid	VOP01 0000008968 AUTO ZONE P.O. BOX 116067 ATLANTA GA 30368-6067	Not applicable		456.49 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098741	2674651918	May/09/2012	VALVE COVER GASKETS GROMMET SET,INTAKE MAINIFOLD GASKET SET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	140.69 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	315.80 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076533	Jun/01/2012	RE	Paid	VOP01 0000010157 B2B COMPUTER PRODUCTS P.O. BOX 3296 GLEN ELLYN IL 60138	Not applicable		270.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098529	558560	May/10/2012	TONER CARTRIDGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Parking Services	Parking Fund	Base Program	270.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076534	Jun/01/2012	RE	Paid	VOP01 0000014458 BERG, COLLEEN 541 N. HARVEY AVE. OAK PARK IL 60302	Not applicable		810.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098786	05/18/12	May/18/2012	CONTRACTUAL SERVICES 5/7/12-5/18/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	810.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076535	Jun/01/2012	RE	Paid	VOP01 0000014494 BERNSTEIN, RHODA 531 N. HUMPHREY AVE. OAK PARK IL 60302	Not applicable		103.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098799	601021	May/15/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	103.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076536	Jun/01/2012	RE	Paid	VOP01 0000002895 BETTER HOMES & GARDENS GLOOR REALT ATTN: CYNTHIA J. CURRY 114 N. OAK PARK AVE OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098800	2349	May/14/2012	REFUND TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076537	Jun/01/2012	RE	Paid	VOP01 0000001984 BOUTET, SIMONE C/O LAW DEPT 123 MADISON ST OAK PARK IL 60302	Not applicable		542.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098735	05/15/12 & 05/22/12	May/22/2012	REIMBURSEMENT FOR PARKING & FILING FEES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	LEGAL - Law	General Fund	Base Program	484.50 USD
2	Travel & Mileage Reimbursen	LEGAL - Law	General Fund	Base Program	58.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076538	Jun/01/2012	RE	Paid	VOP01 0000014495 BUSHNELL, MARIE 212 S. OAK PARK AVE, #208 OAK PARK IL 60302	Not applicable		34.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098801	597271, 1718	May/14/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	14.00 USD
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076539	Jun/01/2012	RE	Paid	VOP01 0000013926 CARQUEST AUTO PARTS P.O. BOX 503589 ST LOUIS MO 63150-3589	Not applicable		30.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098743	1735-227327	May/08/2012	POWER STEERING RETURN LINE HOSE ASSEMBLY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	15.49 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	15.38 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076540	Jun/01/2012	RE	Paid	VOP01 000001059 CASE LOTS INC. 7911 W. OGDEN LYONS IL 60534	Not applicable		472.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098781	040150	May/10/2012	LINERS, SPONGES & GLOVES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Cleaning Supplies	Parking Services	Parking Fund	Holley Ct Parking Garage	472.70 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076541	Jun/01/2012	RE	Paid	VOP01 0000014496 CEDILLOS, RUDY 212 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098802	593286	May/21/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	20.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076542	Jun/01/2012	RE	Paid	VOP01 0000013772 CHICAGO PARTS & SOUND LLC 1150 LIVELY BLVD ELK GROVE VILLAGE IL 60007	Not applicable		248.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098745	451464	May/08/2012	RADIATOR COOLING FAN ASSEMBLY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	248.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076543	Jun/01/2012	RE	Paid	VOP01 0000014467 CICHOSZ, WESLEY 506 S. ELMWOOD AVE OAK PARK IL 60304	Not applicable		200.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098795	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	200.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076544	Jun/01/2012	RE	Paid	VOP01 0000001715 COMCAST CABLE P.O. BOX 3002 SOUTHEASTERN PA 19398-3001	Not applicable		154.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098719	8771 20 119 0234231	May/15/2012	CABLE & INTERNET SERVICE 05/22/12-06/21/12@1119 NORTH BLVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	Information Technology	General Fund	Base Program	154.23 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076545	Jun/01/2012	RE	Paid	VOP01 0000011878 COMED (6111) P.O. BOX 6111 CAROL STREAM IL 60197-6111	Not applicable		162.93 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098780	5805671000	May/11/2012	ELECTRIC SERVICE 4/4/12-5/2/12@1155 HOLLEY CT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	162.93 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076546	Jun/01/2012	RE	Paid	VOP01 0000010182 CULLIGAN WATER P.O. BOX 364 UNION GROVE WI 53182-0364	Not applicable		64.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098590	603825, 603824	May/07/2012	BOTTLED WATER, CUPS, SERVICE FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Water Charges	Parking Services	Parking Fund	Holley Ct Parking Garage	38.44 USD
1	Water Charges	Parking Services	Parking Fund	The Avenue Garage	26.46 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076547	Jun/01/2012	RE	Paid	VOP01 0000014488 CURRY, CHERYL 800 N. EUCLID AVE. OAK PARK IL 60302	Not applicable		127.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098746	05/19/12	May/19/2012	CONTRACTUAL SERVICES 5/18/12 & 5/19/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Farmer's Market	Farmers Market Com	Base Program	127.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076548	Jun/01/2012	RE	Paid	VOP01 0000014521 D.K. ENVIRONMENTAL SYSTEMS & THE LA	Not applicable		18,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098777	CASE NO. 2009-L-49	May/29/2012	SETTLEMENT-D.K. ENVIRONMENTAL AS ASSIGNEE OF K HALEY V. VOP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Liability Claims	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	18,000.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076549	Jun/01/2012	RE	Paid	VOP01 0000012999 DELTA DENTAL-RISK P.O. BOX 804067 CHICAGO IL 60680	Not applicable		26,954.34 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098727	452213, 452214	Jun/01/2012	GROUP#11005-000-00001-00000, PPO HIGH & LOW 6/1/12-6/30/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Dental Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	26,954.34 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076550	Jun/01/2012	RE	Paid	VOP01 0000014469 DONAHUE, DONNA 3103 W. WILSON AVE, #31E CHICAGO IL 60625	Not applicable		300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098793	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	300.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076551	Jun/01/2012	RE	Paid	VOP01 0000003968 EAST PENN BROADVIEW 2427 BRAGA DRIVE BROADVIEW IL 60155-3941	Not applicable		120.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098747	209388, 209394, 2094	Apr/28/2012	BATTERY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	120.86 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076552	Jun/01/2012	RE	Paid	VOP01 0000012916 ELGIN SWEEPING SERVICES, INC. 1015 W. PERSHING CHICAGO IL 60609	Not applicable		9,984.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098748	2752A	Apr/30/2012	STREET SWEEPING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	9,984.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076553	Jun/01/2012	RE	Paid	VOP01 0000014497 EREMO, JEAN H. & RUDOLFI, KAREN M. 2511 N. 79TH AVE. ELMWOOD PARK IL 60707	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098803	1P041930	May/07/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	20.00 USD



Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076554	Jun/01/2012	RE	Paid	VOP01 0000014498 FINLEY, VOLATTA 2118 S. 23RD AVE. BROADVIEW IL 60155	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098804	1B045098	May/07/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	30.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076555	Jun/01/2012	RE	Paid	VOP01 0000014499 FOYIL, SARAH 4207 MAGNOLIA AVE. ST. LOUIS MO 63110	Not applicable		121.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098805	595813, 9036	May/21/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	101.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076556	Jun/01/2012	RE	Paid	VOP01 000003361 G.A. PAVING CONSTRUCTION CO., INC. 344 TRINITY LANE OAK BROOK IL 60523	Not applicable		7,040.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098591	12094-B	May/07/2012	SALTERS,LABORERS,SALT 2/12/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	On Street Parking	7,040.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076557	Jun/01/2012	RE	Paid	VOP01 0000014445 GOUZEAS, MARGO 225 N. GROVE #2 OAK PARK IL 60302	Not applicable		13.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098604	601046	May/07/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	13.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076558	Jun/01/2012	RE	Paid	VOP01 000001149 GOVCONNECTION, INC. P.O. BOX 382810 PITTSBURGH PA 15250-8810	Not applicable		672.51 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098716	49061759	May/11/2012	IPAD 3 WIFI 64 GB	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	Communication	Equipment Replacement F	Computer Equipment - Capital	672.51 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076559	Jun/01/2012	RE	Paid	VOP01 0000011926 GREEN HOME EXPERTS 823 S. OAK PARK AVE OAK PARK IL 60304	Not applicable		115.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098749	080528683	May/08/2012	BIODEGRADABLE BAGS FOR COMPOSTING PROGRAM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Solid Waste	Environmental Services Fu	Keep VOP Beautiful Program	115.65 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076560	Jun/01/2012	RE	Paid	VOP01 0000014501 HALL, TIFFANY 2623 W. ARMITAGE, #2R CHICAGO IL 60647	Not applicable		146.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098807	597837	May/11/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	146.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076561	Jun/01/2012	RE	Paid	VOP01 0000001039 HANEY,B & SONS INC 1200 N. LOMBARD RD. LOMBARD IL 60148-1201	Not applicable		2,463.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098750	35872	Apr/30/2012	3 PARKWAY TREE REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	2,463.75 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076562	Jun/01/2012	RE	Paid	VOP01 000008617 HD SUPPLY WATERWORKS, LTD P.O. BOX 91036 CHICAGO IL 60693-1036	Not applicable		2,498.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098751	4773838	May/08/2012	MISC. WATER SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Distribution	2,498.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076563	Jun/01/2012	RE	Paid	VOP01 0000014502 HERHOLDT, MARTIN & AMANDA 112 S. HOME AVE. #106 OAK PARK IL 60302	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098808	1A08439	May/04/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	50.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076564	Jun/01/2012	RE	Paid	VOP01 000008785 HME, INC. 1950 BYRON CENTER AVE. WYOMING MI 49519	Not applicable		21.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098660	272895	May/11/2012	LOCK PLUG	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	21.85 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076565	Jun/01/2012	RE	Paid	VOP01 0000011198 HRYNKO, PEGGY 38 WASHINGTON BLVD, APT 1E OAK PARK IL 60302	Not applicable		73.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098809	600638	May/09/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	73.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076566	Jun/01/2012	RE	Paid	VOP01 0000014503 HUFFMAN, DALE L. & LYNN A. 3414 MEMORY LANE URBANA IL 61802	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098810	1L034667	May/04/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	30.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076567	Jun/01/2012	RE	Paid	VOP01 0000014504 HUMBER, RICHARD H. 500 RYEGRASS CT. AURORA IL 60504	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098811	1J022770	May/11/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	50.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076568	Jun/01/2012	RE	Paid	VOP01 0000002389 ILLINOIS FIRE SAFETY ALLIANCE P.O. BOX 911 MOUNT PROSPECT IL 60056	Not applicable		225.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098435	JULY 12 & 13, 2012	May/09/2012	REGISTRATION FEE FOR JSIP NEW CERTIFICATION-BURGESS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	75.00 USD
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	150.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076569	Jun/01/2012	RE	Paid	VOP01 0000012120 ILLINOIS SECTION AWWA 545 S. RANDALL RD ST. CHARLES IL 60174	Not applicable		150.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098752	200001588	May/15/2012	6/5/12 CONFERENCE - JACK,BIRING,LUBUGUIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Water	Water Fund	Base Program	150.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076570	Jun/01/2012	RE	Paid	VOP01 0000014522 JONES, TWANDA 5419 W. OHIO CHICAGO IL 60644	Not applicable		88.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098812	600953	May/21/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	88.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076571	Jun/01/2012	RE	Paid	VOP01 0000014466 KENNEDY, ANNIE 4100 CENTRAL PIKE, APT 1020 HERMITAGE TN 37076	Not applicable		100.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098796	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	100.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076572	Jun/01/2012	RE	Paid	VOP01 0000014473 KHARMA 934 OAKLEAF CT. NAPERVILLE IL 60540	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098789	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076573	Jun/01/2012	RE	Paid	VOP01 0000014506 LAWRENCE, DANIEL 415 S. HARVEY #2S OAK PARK IL 60302	Not applicable		94.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098813	601751	May/18/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	94.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076574	Jun/01/2012	RE	Paid	VOP01 000008517 LECHNER & SONS UNIFORM RENTAL 420 KINGSTON CT. MT. PROSPECT IL 60056	Not applicable		161.27 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098778	161675	May/08/2012	LAUNDRY SERVICES - PARKING GARAGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.18	USD
1	Laundry Service	DPW - Forestry	General Fund	Base Program	114.56	USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.02	USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.76	USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	2.00	USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.41	USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.32	USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.04	USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.31	USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.72	USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	1.95	USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076575	Jun/01/2012	RE	Paid	VOP01 0000001208 LINDHOLM ROOFING 3588 N. MILWAUKEE AVE. CHICAGO IL 60641	Not applicable		75.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098522	BLD 2012-00503	May/22/2012	REIMBURSEMENT FOR BUILDING PERMIT@434 N. EAST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Permits	Building Property Standards	General Fund	Building Inspection Services	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076576	Jun/01/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		849.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098536	4055711	May/11/2012	OFFICE SUPPLIES,FILE FOLDERS, PENS, NOTEBOOKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Plan Community Development	General Fund	Base Program	36.92 USD
1	Office Supplies	HR - Human Resources	General Fund	Base Program	67.88 USD
1	Office Supplies	Adjudication	General Fund	Base Program	102.85 USD
1	Office Supplies	POLICE	General Fund	Base Program	288.68 USD
1	Office Supplies	FINANCE - Financial Services	General Fund	Accounting Services	176.77 USD
1	Office Supplies	FINANCE - Financial Services	General Fund	Accounting Services	176.77 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076577	Jun/01/2012	RE	Paid	VOP01 0000014523 LOTUS, MICHAEL & JEAN 1164 S. KENILWORTH AVE. OAK PARK IL 60304	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098814	1J068451	May/17/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Ticket Trak Collections	POLICE - Field Services	General Fund	Parking Enforcement Officers	30.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076578	Jun/01/2012	RE	Paid	VOP01 0000005591 LOYOLA UNIVERSITY MEDICAL CENTER P.O. BOX 95994 CHICAGO IL 60694-5994	Not applicable		109.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098726	05/14/12	May/14/2012	OHS GUARANTOR NUMBER:6000167-0514	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	HR - Human Resources	General Fund	Employment	109.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076579	Jun/01/2012	RE	Paid	VOP01 0000014508 MAHMOUDI, ANISSA 5805 PINE MEADOW LANE MCKINNEY TX 75070	Not applicable		87.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098815	599274	May/17/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Onstreet Parking Permits	Parking Services	Parking Fund	Parking Permit Office	87.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076580	Jun/01/2012	RE	Paid	VOP01 0000014509 MARY'S CLEANING SERVICE KOHLRUS, MARK 20 CHICAGO AVE. OAK PARK IL 60302	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098816	1P042031	May/17/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	50.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076581	Jun/01/2012	RE	Paid	VOP01 0000014492 MASTERS IRRIGATION CO. 9866 DERBY LANE WESTCHESTER IL 60451	Not applicable		420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098733	OPE 2012-00030	May/24/2012	REFUND PARKWAY RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	420.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076582	Jun/01/2012	RE	Paid	VOP01 0000001223 MCADAM 2001 DES PLAINES AVE FOREST PARK IL 60130	Not applicable		6,980.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098754	50964	Apr/30/2012	APRIL 2012 LITTER PICK UP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	3,988.64 USD
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,991.48 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076583	Jun/01/2012	RE	Paid	VOP01 0000014470 MCGUINNESS CONSULTING GROUP 3333 WARRENVILLE RD, SUITE 215 LISLE IL 60532	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098792	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076584	Jun/01/2012	RE	Paid	VOP01 0000001570 MENARDS-MELROSE PARK 8311 W. NORTH AVE MELROSE PARK IL 60160	Not applicable		108.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098756	94535	May/07/2012	SELF LEVELING SEALAND, GEL ROCKER, CHARCOAL MORTAR & CONCRET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Street Services	General Fund	Pavement Management	108.85 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076585	Jun/01/2012	RE	Paid	VOP01 000006819 MIDWEST INDUSTRIAL LIGHTING, INC. 919 W. 38TH ST. CHICAGO IL 60609	Not applicable		1,544.78 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098757	87415	May/01/2012	LAMPS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	1,544.78 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076586	Jun/01/2012	RE	Paid	VOP01 0000014510 MORRISON, RONALD 715 N. GROVE AVE. OAK PARK IL 60302	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098817	371675	May/17/2012	REFUND VEHICLE STICKER ADJUSTMENT REFUND	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Tax	Parking Services	General Fund	Vehicle Licenses	10.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076587	Jun/01/2012	RE	Paid	VOP01 0000011930 MUTUAL OF OMAHA PAYMENT PROCESSING CENTER P.O. BOX 2147 OMAHA NE 68103-2147	Not applicable		7,093.71 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098725	000249952823	Jun/01/2012	BILLING COVERAGE PERIOD 6/1/12-6/30/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Life Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	7,093.71 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076588	Jun/01/2012	RE	Paid	VOP01 0000001554 NACCHO P.O. BOX 79197 BALTIMORE MD 21279-0197	Not applicable		171.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098723	74030	Apr/17/2012	MEMBERSHIP RENEWAL 07/01/12-06/30/13	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	HEALTH - Health Services	General Fund	Base Program	171.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076589	Jun/01/2012	RE	Paid	VOP01 0000014472 OGUNRIBIDO, TOM 5615 W. SCHOOL ST. CHICAGO IL 60634	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098790	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076590	Jun/01/2012	RE	Paid	VOP01 0000014490 OWENS, JOHN 708 CLARENCE AVE. OAK PARK IL 60304	Not applicable		166.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098724	05/24/12	May/24/2012	CONTRACTUAL SERVICES 5/17/12, 5/19/12 & 5/24/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Farmer's Market	Farmers Market Com	Base Program	166.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076591	Jun/01/2012	RE	Paid	VOP01 0000014512 PAGUIA, SARAH C/O RUBY PAGUIA 6792 SW CANYON DR. PORTLAND OR 97225	Not applicable		133.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098819	596509, 268	May/21/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	113.00 USD
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076592	Jun/01/2012	RE	Paid	VOP01 0000011307 PARAMEDIC BILLING SERVICES, INC. 395 W. LAKE ST. ELMHURST IL 60126-1368	Not applicable		3,726.19 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098728	APRIL 2012	May/25/2012	AMBULANCE BILLING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Ambulance Charges	FIRE - EMS	General Fund	Base Program	3,726.19 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076593	Jun/01/2012	RE	Paid	VOP01 0000014513 PERKINS, JENEEN 833 S. CUYLER AVE. OAK PARK IL 60304	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098820	P10146522A	May/14/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	10.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076594	Jun/01/2012	RE	Paid	VOP01 0000005001 POLFUS, EDWARD 521 BEACH AVE. LAGRANGE PARK IL 60526	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098776	5/29/12	May/29/2012	CONTRACTUAL SERVICES 5/29/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076595	Jun/01/2012	RE	Paid	VOP01 0000002415 PUREE'S PIZZA & PASTA 1023 LAKE ST. OAK PARK IL 60301	Not applicable		55.38 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098759	119	May/17/2012	PIZZA'S	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Distribution	55.38 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076596	Jun/01/2012	RE	Paid	VOP01 0000004028 RAGSDELL, LORETTA A. 1138 W. ONTARIO OAK PARK IL 60302	Not applicable		119.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098821	601366	May/22/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	119.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076597	Jun/01/2012	RE	Paid	VOP01 0000001569 RASENICK'S 3940 N. CICERO AVE CHICAGO IL 60641	Not applicable		150.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098760	16523	May/10/2012	SAFETY SHOES - BUFORD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	DPW - Sewer	Sewer Fund	Base Program	150.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076598	Jun/01/2012	RE	Paid	VOP01 0000004974 RICHARDSON, ANITA 5057 HARVARD TERRACE SKOKIE IL 60077	Not applicable		1,650.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098734	2012-20	May/18/2012	CONTRACTUAL SERVICES 5/18/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	562.50 USD
1	Consultant Fees	Adjudication	General Fund	Base Program	1,087.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076599	Jun/01/2012	RE	Paid	VOP01 0000001185 RIZZA, JOE. FORD 2100 S HARLEM AVE NORTH RIVERSIDE IL 60546	Not applicable		74.06 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098762	442129	May/09/2012	ENGINE OIL COOLER LINE QUICK COUPLINGS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	74.06 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076600	Jun/01/2012	RE	Paid	VOP01 0000003973 RLC SOUND P.O. BOX 2791 GLEN ELLYN IL 60138	Not applicable		850.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098720	JUNE 3, 2012	May/29/2012	A DAY IN OUR VILLAGE SOUND EQUIPMENT/PERFORMANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	850.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076601	Jun/01/2012	RE	Paid	VOP01 000001321 RUSSO POWER EQUIPMENT 9525 W. IRVING PARK RD SCHILLER PARK IL 60176	Not applicable		335.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098763	1305848	May/11/2012	GRASS SEED	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Forestry	General Fund	Landscaping Services	193.98 USD
1	Clothing	DPW - Forestry	General Fund	Base Program	141.98 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076602	Jun/01/2012	RE	Paid	VOP01 0000014514 SAMANIEGO, HANNA 2 ELM CREEK DR #303 ELMHURST IL 60126	Not applicable		158.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098822	595742, 597286	May/17/2012	REFUND PARKING PERMITS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	158.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076603	Jun/01/2012	RE	Paid	VOP01 0000014119 SEK SOLUTIONS 476 VIKING DR, SUITE 101 VIRGINIA BEACH VA 23452	Not applicable		10,675.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098773	OR63130-1 - REPLAC	Nov/08/2011	ORACLE SUPPORT RENEWAL 10/27/11-10/26/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software License Updates	Information Technology	General Fund	Program Maintenance	5,337.50 USD
1	Software License Updates	Information Technology	General Fund	Program Maintenance	5,337.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076604	Jun/01/2012	RE	Paid	VOP01 0000006224 SERVICE SANITATION INC. 135 BLAINE ST. GARY IN 46406	Not applicable		359.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098787	06/03/12	May/17/2012	PORT-A-POTTIES FOR DAY IN OUR VILLAGE 2012 EVENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	359.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076605	Jun/01/2012	RE	Paid	VOP01 000008465 SHIRTWORKS 127 N MARION ST. OAK PARK IL 60301	Not applicable		1,532.44 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098782	QUOTE 2012	May/29/2012	T-SHIRTS FOR A DAY IN OUR VILLAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	1,532.44 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076606	Jun/01/2012	RE	Paid	VOP01 0000014468 SMOLLA, DAN P.O. BOX 270 WHEATON IL 60187	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098794	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	400.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076607	Jun/01/2012	RE	Paid	VOP01 0000001351 SOUTHERN COMPUTER WAREHOUSE P.O. BOX 538035 ATLANTA GA 30353-8035	Not applicable		2,778.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098717	IN-000002996	Feb/26/2012	BACKUP EXEC 2010 AGENT FOR WINDOWS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software License Updates	Information Technology	General Fund	Program Maintenance	2,778.73 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076608	Jun/01/2012	RE	Paid	VOP01 0000009629 STREICHER'S P.O. BOX 41398 MINNEAPOLIS MN 55441-0398	Not applicable		1,162.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098568	1928158	May/11/2012	GAS MASK FILTERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	573.98 USD
1	Operational Supplies	POLICE	General Fund	Base Program	588.97 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076609	Jun/01/2012	RE	Paid	VOP01 0000014515 SULTAN, SULTAN 1857 FOXFIELD DR, #13 AURORA IL 60504	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098823	05/07/12	May/07/2012	REFUND HOLLEY COURT GARAGE FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Garage Fees	Parking Services	Parking Fund	Holley Ct Parking Garage	500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076610	Jun/01/2012	RE	Paid	VOP01 0000010769 SWANA - WASTECON 1100 WAYNE AVE STE. #700 SILVER SPRING MD 20910	Not applicable		355.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098765	8504	Apr/18/2012	HOME STUDY "COLLECTION OPERATIONS BASICS"	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Solid Waste	Environmental Services Fu	Solid Waste Enforcement	155.00 USD
1	Membership Dues	DPW - Solid Waste	Environmental Services Fu	Solid Waste Enforcement	200.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076611	Jun/01/2012	RE	Paid	VOP01 0000001372 TERMINAL SUPPLY CO P.O. BOX 1253 TROY MI 48099	Not applicable		637.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098767	37383-00	May/02/2012	MISC. SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Operational Supplies	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	78.15 USD
4	Operational Supplies	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	78.14 USD
3	Operational Supplies	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	78.15 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	189.02 USD
5	Operational Supplies	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	78.14 USD
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	135.54 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076612	Jun/01/2012	RE	Paid	VOP01 0000001381 THOMPSON ELEVATOR INSPECTION 1302 E THAYER ST MT PROSPECT IL 60056	Not applicable		1,304.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098584	12-1524,12-1482,12-1	May/10/2012	12-1610. SEMI-ANNUAL ELEVATOR INSPECTIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Building Property Standards	General Fund	Building Inspection Services	1,304.00 USD



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PeopleSoft Accounts Payable
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Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076613	Jun/01/2012	RE	Paid	VOP01 0000014516 TORRES, JORGE 3705 HARMS RD. JOLIET IL 60435	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098824	2187	May/22/2012	REFUND TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076614	Jun/01/2012	RE	Paid	VOP01 0000014517 TOWNE, DAVID 1150 S. TAYLOR AVE. OAK PARK IL 60304	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098825	715	May/17/2012	REFUND VEHICLE STICKER PRICE ADJUSTMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Tax	Parking Services	General Fund	Vehicle Licenses	10.00 USD



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PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076615	Jun/01/2012	RE	Paid	VOP01 0000002310 VILLAGE OF ARLINGTON HEIGHTS 33 S. ARLINGTON HEIGHTS RD. ATTN:CASHI ARLINGTON HEIGHTS IL 60005	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098462	61475	May/08/2012	ROPER OPERATIONS CLASS MAY 7011, 2012. KOHLER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - Training and Public Ed.	General Fund	Base Program	400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076616	Jun/01/2012	RE	Paid	VOP01 0000001415 WEST COOK COUNTY SOLID WASTE AGENC 2000 FIFTH AVE. BLDG J RIVER GROVE IL 60171	Not applicable		39,837.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098769	0002964-IN	Apr/30/2012	APRIL 2012 REFUSE DISPOSAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Solid Waste	Environmental Services Fu	Base Program	39,837.65 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076617	Jun/01/2012	RE	Paid	VOP01 0000001416 WEST PAYMENT CENTER P.O. BOX 6292 CAROL STREAM IL 60197-6292	Not applicable		1,744.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098730	824976358	May/04/2012	REFERENCE MATERIAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Books & Subscriptions	LEGAL - Law	General Fund	Base Program	1,744.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076618	Jun/01/2012	RE	Paid	VOP01 0000006993 WEST SIDE EXCHANGE P.O. BOX 87618 DEPT #4570 CHICAGO IL 60680-0618	Not applicable		545.51 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098770	N73462	May/07/2012	LOCK PIN PLATE & PIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	53.21 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	492.30 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076619	Jun/01/2012	RE	Paid	VOP01 0000001418 WEST SUBURBAN P.A.D.S. C/O LYNDA SCHUELER, P.O. BOX 797 OAK PARK IL 60303	Not applicable		14,312.77 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098784	PROJECT H08-01B, DR	May/08/2012	IDIS#536 APRIL 2012HOMELESSNESS PREVENTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operating Subsidies	CD Grant Admin	Homeless Prevention Gra	Homelessness Prevention 2012	10,942.77 USD
1	Operating Subsidies	CD Grant Admin	Homeless Prevention Gra	Rapid Re-Housing Project 2012	3,370.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076620	Jun/01/2012	RE	Paid	VOP01 0000014471 WITH GRACE EVENTS 2710 N. KENDZIE #2 CHICAGO IL 60647	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098791	06/03/12	May/17/2012	ENTERTAINMENT FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	Community Relations	General Fund	Community Monitoring	500.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 766
Pay Cycle Run Date: May/31/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076621	Jun/01/2012	RE	Paid	VOP01 000009833 WITTENBERG, MELISSA 150 S. OAK PARK AVE. #305 OAK PARK IL 60302	Not applicable		36.93 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098736	045934, 112401033320	May/18/2012	REIMBURSEMENT FOR BREAKFAST FOR FARMERS MARKET GROWERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Special Events	HEALTH - Farmer's Market	Farmers Market Com	Base Program	36.93 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076622	Jun/01/2012	RE	Paid	VOP01 0000014491 WKU SERVICE CO. 1 S. HATLEN AVE. MOUNT PROSPECT IL 60056	Not applicable		420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098732	OPE 2012-00018	May/24/2012	REFUND PARKWAY RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	420.00 USD

Total Requirements for Bank Account	FB_OP VOP 154508888927	202,887.53	USD
Total Requirements for Currency	USD	202,887.53	USD