



TENTATIVE A g e n d a
President and Board of Trustees
Monday, July 2, 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 Sale of Property, Collective Bargaining 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 – Special Village Board Meeting Minutes of June 11, 2012

VII. **Non-Agenda Public Comment** – *Please refer to instructions above.*

VIII. **Proclamations, Resolutions, Awards and Presentations**

IX. **Village Manager Reports**

A. **Report on Collective Bargaining with the SEIU**

1. **Report and Discussion Regarding the Village’s Receipt of the SEIU Labor Union 5- Day Notice of Intent to Strike**

Overview: The Village is currently engaged in negotiations with the SEIU collective bargaining unit. The union membership recently took a strike vote and served the Village with a 5-day notice of intent to strike. The Village Manager will provide an overview of what this notice is intended for and discuss any potential implications of service interruptions.

2. **Discussion of Village Service Delivery Options**

Overview: There are certain legal actions and contractual services the Village may consider if there are interruptions in public services as a result of labor union strike by SEIU. The Village Manager will provide an overview of alternatives and financial impacts for discussion and consideration.

X. **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.

XI. **Citizen Commission Vacancies**

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.

XII. **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.

No Appointments

XIII. **Regular Agenda**

XIV. **Consent Agenda**

F. **Resolution Authorizing the Formation of the Oak Park Downtown Districts Streetscape Committee with Membership as Recommended**

Overview: On March 15, 2012, the Village authorized execution of a contract with the Lakota Group for design services related to the Lake Street Corridor of the Downtown Districts from Harlem to Euclid. This is the formal action to assign a working group and develop recommendations to be submitted to the Board of Trustees for the enhancement of streetscape and infrastructure improvements.

G. Resolution Authorizing an Agreement Between the Park District of Oak Park and the Village of Oak Park for Improvements at the Intersection of Oak Park Avenue and Ontario Street

Overview: Improvements at the intersection of Oak Park Ave. and Ontario Street have been included as part of the Park District's Scoville Park Improvement project. This agreement authorizes the Park District to make the improvements on behalf of the Village. The improvements will improve conditions for pedestrians, cyclists as well as motorists.

H. Resolution Authorizing Execution of an Intergovernmental Agreement Regarding the Near West Suburban Housing Collaborative with the Village of Maywood Entering into an Independent Contractor Services Agreement for an Inter-Jurisdictional Housing Coordinator

Overview: Approval of a resolution an intergovernmental agreement with the near west suburban communities of Bellwood, Berwyn, Broadview, Forest Park and Maywood creating a joint agreement to create an advisory committee to supervise the work of an inter-jurisdictional coordinator hired by funding from the Chicago Community Trust and the Grand Victoria Foundation. The role of the inter-jurisdictional coordinator will be to implement the Department of Commerce and Economic Opportunity and the HUD Sustainable Communities Challenge Grant funding and to identify housing strategies that can be used across boundaries.

I. Resolution Authorizing the Extension of a Contract for a One Year Period with ABC Commercial Maintenance Services, Inc. for Custodial Services for Village Hall, Public Works Center, Dole Learning Center and Metra Station, Not to Exceed \$83,400.00

Overview: Staff recommends renewing the contract with ABC Commercial Maintenance Services to provide custodial services for the Village from May 5, 2012 through May 4, 2013. ABC has agreed to provide these services to the Village for this period with no cost increase. This is the second of two contract renewals.

J. Resolution Authorizing the Village Manager to Extend the Professional Services Agreement with Corporate Benefits Consultants, Inc. (CBC) for Employee Benefit Consulting Services for the Period July 1, 2012 to August 31, 2012

Overview: This item permits the Village to extend the contract with Corporate Benefit Consultants, Inc. to act on behalf of the Village to obtain and assist the Village managing health, dental and life insurance benefits as well as administrative services for COBRA and IRS Section 125 programs for a two-month period from July 1, 2012 to August 31, 2012. Staff is currently reviewing RFP's for these services and a recommendation will be forwarded to the Board for approval.

K. Historic Preservation Recommendations to Accept the Resolution and Findings of Fact Designating Historic Landmarks

1. Motion to Accept Historic Preservation Commission Resolution and Findings of Fact and Direct Staff to Prepare an Ordinance Authorizing Amendment of Section 7-9-8F of the Village Code Designating 241 S. Elmwood Avenue as a Historic Landmark

Overview: This is a review of a historic landmark nomination for 241 S. Elmwood

2. Motion to Accept Historic Preservation Commission Resolution and Findings of Fact and Direct Staff to Prepare an Ordinance

Authorizing Amendment of Section 7-9-8F of the Village Code Designating 410 N. Kenilworth Avenue as a Historic Landmark

Overview: This is a review of a historic landmark nomination for 410 N. Kenilworth.

- 3. Ordinance Authorizing an Amendment to Section 7-9-8F of the Village Code Designating 410 North Kenilworth Avenue and 241 South Elmwood Avenue as Historic Landmarks**

- L.. Motion to Approve Changes to Parking Restrictions on Lombard Avenue Adjacent to Zephyr Cleaners and Direct Staff to Prepare the Necessary Ordinance**

Overview: Staff is requesting the authority to replace the existing 1-Hour Parking Monday thru Saturday 9am-5pm restriction with a 15 Minute Parking 6am-5pm Monday thru Saturday restriction along the east side of Lombard Avenue, immediately north of Chicago Avenue on the east side of the street (south of the alley).

- M. Resolution Amending the Guidelines for the Small Rental Rehabilitation Loan Program**

Overview: The Housing Programs Advisory Committee is recommending the equity requirement in the SRRP guidelines to make it more appealing to small property owners.

- N. Resolution Awarding a Small Rental Properties Rehabilitation Loan and Energy Efficiency Loan: SRP-010**

Overview: The purposes of the Small Rental Properties Rehabilitation Loan Program are to address and to correct deteriorated and blighted homes throughout the village, to provide affordable rental housing, and to improve the energy efficiency of small rental properties. The eligible owner of this two-unit property is requesting a forgivable rehab loan of \$5,000.00 and an energy efficiency loan of \$5,000.00 from the village.

- O. Resolution Authorizing a Rehabilitation Loan and Lead Hazard Reduction Grant: SFR-045**

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 \$24,999.00 and a lead hazard reduction grant of \$7,900.00 from the village.

XV. Approval of Bills in the Amount of \$541,182.87

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.

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A1

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Report and Discussion Regarding the Village's Receipt of the SEIU Labor Union 5 - Day Notice of Intent to Strike

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Interim Village Manager:



Cara Pavlicek

Village Manager's Office:

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

The Village received a five-day notice of intent to strike from the Service Employees International Union (SEIU) Local 73 on June 25, 2012, a copy is attached as Exhibit A. The SEIU is the exclusive bargaining unit with approximately 75 of the 387.5 Full Time Equivalent Employees (FTEs) authorized in the FY2012 Budget. There are twenty-nine unique job classifications held by SEIU employees and they work in Building Property and Standards, Community Planning, Housing Programs, Finance, Information Technology, Parking and Mobility Services, Police (limited to civilian positions including parking enforcement), Public Health, Public Works (limited to clerical, engineering and forestry positions), and the Office of the Village Clerk. A complete list of those job classifications and the average compensation received in 2011 by the employees in the bargaining unit, by position, is attached as Exhibit B.

The entire employee bargaining unit that is currently represented by SEIU was represented by the International Association of Machinist and Aerospace Workers, AFL-CIO, District 8 (IAM). The Collective Bargaining Agreement (CBA) with IAM expired on Dec 31, 2010. A copy of that CBA is attached as Exhibit C and generally continues to establish those employees' wages, hours, benefits and working conditions. In advance of the expiration of that CBA, the Village held a total of 13 negotiation sessions with the IAM from November 2010 to June of 2011, inclusive of sessions led by a Federal Mediator. However, in the summer of 2011, the IAM Union membership rejected the contract tentatively agreed to in negotiations and took a strike vote that successfully passed. The Village was subsequently presented with the Five-Day Notice of Intent to Strike by the IAM, however, the Union never went on strike. The next action by the employee group concluded on October 4, 2011, at which time the Illinois Labor Relations Board (ILRB) certified to the Village that following an election, a majority of employees cast ballots electing SEIU as their representative. A copy of that notification is attached as Exhibit D.

The Village began negotiating with the SEIU on October 18, 2011 and the Village and Union

had 15 negotiation sessions through May 11, 2012. At the request of the SEIU bargaining team, the contract negotiations worked from the expired IAM CBA with both sides offering proposals to significantly change the CBA. Tentative Agreements were reached on a number of issues. The remaining open issues are primarily economic and center around wages. During the last negotiation session, the Union and Village agreed to bring in a federal mediator to assist in continued negotiations. A federal mediation session was held on June 18, 2012 and second mediation session was scheduled at that time for July 2, 2012. The Union informed the Village that they would be taking a strike vote prior to the second scheduled mediation session. As noted above, that strike vote was approved and the Village has received from SEIU a Five Day Notice of Intent to Strike. This Notice does not confirm that the employees will strike, but does allow for such a job action as early as July 3, 2012.

The Village remains hopeful that a collective bargaining agreement acceptable to both parties can still be agreed upon. However, the Village is concerned that its long standing pay for performance practice of merit pay tied to job performance was strongly opposed by the SEIU labor union in recent discussions. One of the Village's *Guiding Principles and Values* is Recognition, which is defined as appreciating the contributions of our most important resource: Village employees. A consistent message to the Village Manager's Office from the Village Board is:

- The Village embraces a Pay for Performance organization; and
- The Village believes merit pay is one of the ways local government should recognize outstanding performers – those employees whose work demonstrates on a consistent basis the value the Village places on serving our customers; and
- The Village believes in equity amongst is labor union groups and non-union employee groups.

This customer service value has been historically identified by Village residents and taxpayers when they evaluate the Village organization every three to four years as part of a National Citizen Survey conducted by the National Research Center (NRC), a firm renowned for its comprehensive studies of citizen perceptions and views, known collectively as The National Citizen Survey. NRC has conducted surveys for the Village in 2000, 2004, 2008 and 2011. NRC, through it collaboration with the International City/County Management Association (ICMA), placed many of the Oak Park findings into a national context through comparisons to the findings of similar surveys in other communities across the country.

In 2011, for example, some 1,200 Oak Park households were surveyed by mail to gauge their views on a range of community aspects and issues. More than 450 surveys were completed and returned. This 39 percent response rate provided a margin of error of plus or minus 5 percent. With a confidence level of 95 percent, the survey provides an accurate, scientifically valid snapshot of the entire community.

The survey delves not only into questions about quality of life, sense of safety, municipal services and a range of other categories, but also into how respondents' views were related

to their length of residency, income, age and gender. Results of the survey provide both short and long-term benefits to the community. Village officials and staff use the information to help focus resources on activities deemed most important to residents, as well as plan for the future.

Regarding customer service levels, the surveys have evaluated the following key drivers:

- Knowledge or Competence
- Fairness
- Courtesy
- Responsiveness or Timeliness

The Village's benchmark comparison in 2011 showed that we are similar to other cities in terms of employee knowledge, responsiveness and overall impression. It also showed, however, that the residents of Oak Park who had contact with Village employees during the prior twelve month period rated Village employees below that of our comparison cities benchmark survey results in the area of "courtesy". Understanding this context, the Village continues to maintain the importance of having an employee's job evaluation tied to compensation, i.e. merit pay.

Over 60% of the employees in this bargaining unit received job performance evaluations in 2011 for which they would have earned a merit salary increase (had the proposed contract from the Summer of 2011 been ratified).

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

The purpose of this discussion is to present factual information related to the Five Day Notice of Intent to Strike.

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)

Overall, in FY2011, there were 75 members of the SEIU/IAM bargaining unit on the Village payroll. Those employees received total base wages of \$3,362,508. Seventy-one of these employees work a 37.5 hour work week (or 1,950 hours per year). The remaining five employees work a 40 hour work week (or 2,080 hours per year). In addition, the following total compensation was paid in 2011 to these 75 employees:

- A total of \$76,169 in overtime wages
- A total of \$400,811 was contributed by the Village toward their pensions through the Illinois Municipal Retirement Fund (IMRF)
- A total of \$263,059 was paid by the Village in FICA
- A total of \$680,603 was paid by the Village for Health Insurance coverage

- A total of \$3,150 was paid by the Village for Life Insurance coverage

Therefore, the average total compensation for these employees in 2011 is \$63,817 annually per employee. This is comparative to the 2006 total annual compensation of \$53,767 per employee and in turn reflects an average annual increase 3.487% in total compensation.

By comparison, from 2006-2011, the IAM CBA provide for a general wage and merit increase of up to 14.5%. Specifically, there was an 11.75% general wage increase and 2.75% in merit.

From 2006-2011, Village of Oak Park non-union employee were eligible for a merit only increase up to 9%. In additional, in 2011, Village of Oak Park non-union employees were awarded a 1% lump sum payment (with no base wage increase).

Attached as Exhibit E is a chart which show the history of IAM wage increases and a summary of benefits is also attached as Exhibit F.

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

This is a discussion only item.

Proposed Recommended Action: Discussion Only

Exhibits

- A. Five Day Notice of Intent to Strike
- B. 2011 Average Compensation to SEIU Collective Bargaining Members
- C. Expired Collective Bargaining Agreement with Predecessor Union IAM
- D. October 4, 2011 ILRB Certificate of Representation
- E. History of Average Compensation of SEIU/IAM Collective Bargaining Members
- F. 2011 Benefit Summary for SEIU Collective Bargaining Members



June 25, 2012

A1
Exhibit A

SERVICE EMPLOYEES
INTERNATIONAL UNION
LOCAL 73
www.seiu73.org

CHRISTINE BOARDMAN
President

MATT BRANDON
Secretary-Treasurer

BETTY BOLES
Vice President

DALE HILLIER
Vice President

PHIL MARTINI
Vice President

TIM MC DONALD
Vice President

TAALIB-DIN ZIYAD
Vice President

MARK MC QUEEN
Recording Secretary

CHICAGO
300 South Ashland Avenue
Suite 400
Chicago, IL 60607-2746
312.787.5868
Fax: 312.337-7768

SPRINGFIELD
600 South Fourth Street
Springfield, IL 62703
217.522-1182
Fax: 217.522-9183

ELGIN
2400 Big Timber Road
Building B, Suite 101
Elgin, IL 60124-7811
Fax: 847.742-0212

CHAMPAIGN/URBANA
1606 Willow View Road
Urbana, IL 61802-7446
217.328-7509
Fax: 217.328-2040

GARY, INDIANA
3750 Hayes
Gary, IN 46408-2025
219.884-4901
Fax: 219.980-8262

Ms. Melissa Mlynski
Executive Director ILRB
One Natural Resources Way, 1st Floor
Springfield, Illinois 62702

RE: Five-Day Notice of Intent to Strike

Dear Ms. Mlynski;

The Service Employees International Union Local 73 is serving Notice to you and the Village of Oak Park IL Represented by and Located at:

Cara Pavlicek
Acting Village Manage
123 Madison St.
Oak Park IL 60302

The Union currently is certified under S-RC-1201 and represents approximately 77 employees in the following Classifications:

All full-time and regular part-time employees of the Village of Oak Park including, Accountant Clerk I, Accountant Clerk II, Administrative Assistant (Health), Administrative Clerk, Administrative Secretary, Animal Control Officer, Building Inspector, Business License Officer, Cashier, Central Supply Clerk, Community Development Technician, Community Relations Coordinator, Customer Service Representative, Diversity Assurance Technician, Engineering Technician I, Engineering Technician II, Grants Coordinator, Health Data Analyst, Health Educator, Maintenance Crew Chief, Parking Advocate, Parking Attendant, Parking Enforcement Officer, Parking Lot Patroller, Parking Meter Technician, Parking Restrictions Coordinator, Permits Clerk, Police records Clerk, Property Maintenance Inspector, Public Health Programs Assistant, Public Service Dispatcher, Records Coordinator, Sanitarian, Senior Administrative Clerk, Senior Community Relations Representative, Senior Housing Inspector, Senior Police Records Clerk, System Analyst, Technical Support specialist, Urban Forestry Technician I, Urban Forestry Technician II, Urban Planner, Utility Inspector, water Meter Reader, and Zoning Administrator,

Both parties have been in Negotiations since January 5, 2012 have had many bargaining sessions and has met its burden required for Federal Mediation. This notice is being completed as required under the Act of a five (5) day notice of intent to strike. There are Currently three Unfair labor Practice Charges against the Village therefore this will be a protected Strike. The Village will be served Electronically and certified mail on June 25, 2012. Should you have any questions please feel free to contact me at (312) 588-7434 or by e-mail at Tmcdonald@seiu73.org.

Respectfully,

Tim McDonald
SEIU Local 73

A7
Exhibit B

	Total Positions	Minimum Hourly Rate of Pay	Minimum Annualized Rate of Pay**	Maximum Hourly Rate of Pay	Maximum Annualized Rate of Pay**	Avg Cost of Health, Dental, Life Ins, FICA, Pension	Total Avg Annualized Compensation	Annual Paid Sick Days	Annual Paid Holidays
Administrative Clerk	1	\$ 15.59	\$ 30,393	\$ 21.22	\$ 41,387	\$ 10,767	\$ 46,657	13	12
Permit Clerk	2	\$ 15.59	\$ 30,393	\$ 21.22	\$ 41,387	\$ 10,767	\$ 46,657	13	12
Water Meter Reader	1	\$ 15.59	\$ 30,393	\$ 21.22	\$ 41,387	\$ 10,767	\$ 46,657	13	12
Animal Control Officer	1	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Cashier	3	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Parking Advocate	2	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Parking Enforcement Officer	10	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Parking Meter Technician	3	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Police Records Clerk	2	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Senior Administrative Clerk	7	\$ 17.10	\$ 33,344	\$ 23.58	\$ 45,986	\$ 11,899	\$ 51,564	13	12
Account Clerk II	4	\$ 17.83	\$ 34,768	\$ 24.65	\$ 48,064	\$ 12,425	\$ 53,841	13	12
Administrative Secretary	5	\$ 17.83	\$ 34,768	\$ 24.65	\$ 48,064	\$ 12,425	\$ 53,841	13	12
Urban Forestry Technician I **	1	\$ 17.32	\$ 36,020	\$ 24.10	\$ 50,134	\$ 12,923	\$ 56,000	13	12
Senior Police Records Clerk	2	\$ 18.47	\$ 36,020	\$ 25.71	\$ 50,134	\$ 12,923	\$ 56,000	13	12
Urban Forestry Technician II **	3	\$ 21.30	\$ 44,301	\$ 26.68	\$ 55,486	\$ 14,968	\$ 64,862	13	12
Maint Crew Chief (Forestry) **	1	\$ 22.07	\$ 45,914	\$ 28.40	\$ 59,080	\$ 15,749	\$ 68,246	13	12
Admin Asst to the Health Dir	1	\$ 23.55	\$ 45,914	\$ 30.30	\$ 59,080	\$ 15,749	\$ 68,246	13	12
Engineering Technician I	3	\$ 23.55	\$ 45,914	\$ 30.30	\$ 59,080	\$ 15,749	\$ 68,246	13	12
Parking Restrictions Coor	1	\$ 23.55	\$ 45,914	\$ 30.30	\$ 59,080	\$ 15,749	\$ 68,246	13	12
Records Coordinator	1	\$ 23.55	\$ 45,914	\$ 30.30	\$ 59,080	\$ 15,749	\$ 68,246	13	12
Community Development Tech	1	\$ 24.06	\$ 46,920	\$ 31.97	\$ 62,346	\$ 16,390	\$ 71,023	13	12
Property Maint Inspector	5	\$ 24.06	\$ 46,920	\$ 31.97	\$ 62,346	\$ 16,390	\$ 71,023	13	12
Business License Officer	1	\$ 24.53	\$ 47,828	\$ 33.16	\$ 64,661	\$ 16,873	\$ 73,118	13	12
Sanitarian	2	\$ 24.53	\$ 47,828	\$ 33.16	\$ 64,661	\$ 16,873	\$ 73,118	13	12
Building Inspector	3	\$ 25.29	\$ 49,322	\$ 34.80	\$ 67,859	\$ 17,577	\$ 76,168	13	12
Grants Coordinator	2	\$ 25.29	\$ 49,322	\$ 34.80	\$ 67,859	\$ 17,577	\$ 76,168	13	12
Urban Planner	1	\$ 26.80	\$ 52,256	\$ 36.37	\$ 70,929	\$ 18,478	\$ 80,070	13	12
Zoning Administrator	1	\$ 26.80	\$ 52,256	\$ 36.37	\$ 70,929	\$ 18,478	\$ 80,070	13	12
Systems Analyst	4	\$ 27.95	\$ 54,501	\$ 37.61	\$ 73,346	\$ 19,177	\$ 83,101	13	12

** Only Forestry Employees for 2,080 hours per year. All other full-time SEIU employees work 1,950 hours per year or a 37.5 hour work week.

Full Time Employees earn 2 - 5 weeks of annual vacation, based upon length of service

A1
Exhibit C

ARTICLES OF AGREEMENT
BETWEEN THE
VILLAGE OF OAK PARK
AND THE
INTERNATIONAL ASSOCIATION OF MACHINISTS
AND
AEROSPACE WORKERS, AFL-CIO
DISTRICT 8
January 1, 2009 through December 31, 2010

**INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS, AFL-CIO, DISTRICT 8**

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ARTICLES OF AGREEMENT

PREAMBLE

This Agreement made and entered into by and between the Village of Oak Park, Cook County, Illinois, hereinafter referred to as the "Village" or "Employer" and the International Association of Machinists and Aerospace Workers, AFL-CIO, District 8, hereinafter known as the "Union".

It is the intent and purpose of parties that this Agreement will promote and improve the welfare of the Village and its employees; that it will eliminate interruption of work; that it will provide for a harmonious relationship between the parties; and it will contribute to the existence of sound collective bargaining.

ARTICLE 1 RECOGNITION

The Village recognizes the Union as the collective bargaining agent for all employees covered by this Agreement as certified by the Illinois State Labor Relations Board (ISLRB) in case S-RC-96-43. That case established the bargaining unit as follows:

Included: All full-time and regular part-time employees of the Village of Oak Park including, but not limited to those employed in the job classifications listed in Appendix A.

Excluded: All full and part-time employees of the Village of Oak Park who are presently represented by another labor organization, elected officials and all peace officers, firefighters, supervisors, professional employees, managerial employees and confidential employees as defined by the Act.

ARTICLE 2 NON-DISCRIMINATION

Neither the Employer nor the Union shall discriminate against any employee covered by this Agreement under applicable federal, state or local laws. It is the policy of the Village and the Union to afford equal opportunity in employment to all individuals, regardless of race, color, religion, age, sex, national origin, sexual orientation, disability or status as a disabled Veteran or Vietnam Era Veteran. In addition, the Village agrees to comply with the Americans with Disabilities Act (ADA).

ARTICLE 3 GENERAL CONDITIONS

Section One: No strike or lockout shall be considered by either party during the term of this Agreement.

Section Two: The Union agrees that the Village has the right to direct the work force, including the right to hire, promote, suspend and discharge for just cause. These rights will not be exercised for the purpose of discriminating against any Employee including those employees involved in Union activities provided such activities are not abridged by provisions contained in this agreement.

Section Three: Except as specifically limited by the expressed provisions of this Agreement, the Village retains the right to manage and direct the operations of the Village in all its various aspects, including but not limited to the right to direct the work force, to determine whether operations and services shall be provided or purchased, and to determine the methods, means, hours of work, organization and number of personnel.

Section Four: The Village will provide each employee in the bargaining unit with the most recent copy of the Village of Oak Park Personnel Manual. Any condition of employment and work not expressly covered by this Agreement shall be governed by the provisions of the Personnel Manual as adopted by the Village Board, unless such involves wages, hours and working conditions bargainable under the Illinois Labor Relations Act.

ARTICLE 4 UNION RIGHTS

Section One: Union Representative Recognized. The Village will recognize three (3) Union Stewards and paid Representatives of the International Association of Machinists and Aerospace Workers District 8 (I.A.M.A.W.). Not more than one (1) Steward shall be from any given department. The Village shall not require the removal of any incumbent steward due to departmental restructuring. The Union will inform the Village of the names of the Stewards.

Section Two: Union Activity During Work Hours. Stewards may be allowed reasonable time off, with pay, during working hours to investigate, without disruption of the workforce, or process grievances or to attend other meetings called for or agreed to by the Employer. Such arrangements shall include permission for Union Representatives to leave their area to go to other areas within the bargaining unit during the work day. Such time off shall be granted provided the Stewards have given prior notification and received the approval of their Supervisors. Approval shall not be unreasonably denied. It is agreed that the processing and/or investigation of grievances will not exceed thirty (30) minutes per grievance during the workday.

Section Three: Convention Delegates. Two (2) local Union representatives shall be allowed time off without pay for legitimate Union business such as State or International conventions or educational programs, if elected by the Local as an official delegate to such function. The Union/Employee will notify the Village upon the election of the Employee to allow ample time for scheduling.

Section Four: Union Visitation. The authorized representative(s) of the International Association of Machinists and Aerospace Workers shall have reasonable access to the Village facilities after first notifying and receiving approval from the Director of Human Resources or his/her designated representative. Approval shall not be unreasonably denied.

Section Five: Bulletin Boards. The Village will provide the Union with space on designated Village bulletin boards to be used by the Union for official Union business at suitable locations, upon which the Union may post its notices and communications of legitimate Union business. No other place on Village property shall be used by the Union for posting of notices.

Section Six: Union Exclusivity. The Village shall not meet, discuss, confer, subsidize or negotiate with any other employee organization or its representatives on matters pertaining to hours, wages and working conditions of bargaining unit employees covered by this Agreement during its term, nor shall the Employer negotiate with individual employees over their hours, wages and working conditions, except as provided herein.

Section Seven: Distribution of Agreement. The Village will provide access to this Agreement on the Village's website.

ARTICLE 5 DUES DEDUCTION

Section 1: Dues Deduction Authorization. Upon receipt of signed authorization forms (Appendix B) from Employees, the Village will deduct from the Employees' pay the initiation fee, reinstatement fee, Machinists' Nonpartisan Political League (M.N.P.L.) donation and dues payable to the International Association of Machinists and Aerospace Workers, District No. 8, during the period set forth in said authorization.

Section 2: Timing of Deductions. Deductions shall be made on account of such fees, and/or dues from the employee's first pay check after Village receipt of such authorization, and thereafter from the employee's first pay in each month.

Section 3: Tender of Dues to Union. The deductions shall be remitted to the Secretary-Treasurer of District 8, I.A.M.A.W. of the Union no later than the third week of the month following the deductions made in the month. The Employer shall furnish the Secretary-Treasurer with a monthly written record of those for whom deductions have been made and the amount of the deductions.

Section 4: Notice to Employer of Dues Information. The Union will, from time to time notify the Employer in writing of the names of the Secretary-Treasurer, the amounts of initiation fees, reinstatement fees, and monthly dues, which shall conform with the Constitution and By-laws of the Union, and the Law.

Section 5: Adjustments of Errors. In the event of under-deductions or over-deductions, adjustments will be made in subsequent deductions, and the Union will indemnify the Village against any liability.

Section 6: Fair Share. Employees who are not members of the Union paying dues by voluntary payroll deduction shall be required to pay in lieu of dues, their proportionate fair share of the cost of the collective bargaining process in accordance with the applicable Labor Relations Act. For the purpose of this Section, proportionate share shall not exceed the regular monthly dues of membership in the Union.

All employees who have not previously made application for membership in the Union, and employees hired on or after the effective date of this Agreement who have not made application for membership in the Union and authorized deduction of dues on or before the thirtieth (30th) day of their employment, shall be required to pay a fair share fee as defined above. The Employer shall begin deduction of fair share fees no later than thirty (30) days after notification from the Union as to which bargaining unit members have not authorized dues deductions.

Section 7: Termination for Non-Compliance. Any employee who does not pay full dues or fair share fees in the current month as a condition of employment, shall be terminated after such notice is received by the Employer from the Union.

ARTICLE 6 **LABOR-MANAGEMENT COMMITTEE**

Labor-management meetings shall be held to discuss areas of interest and/or concern including but not limited to issues as set forth below:

- (a) The administration of this Agreement.
- (b) General information of interest to the parties.
- (c) Suggestions regarding subjects of interest to employees of the bargaining unit.
- (d) Notify the Union of changes in non-bargaining conditions of employment contemplated by the Village, which may affect employees in the bargaining unit.

The parties agree that these meetings will not be used as an additional Step in the grievance procedure. Labor Management meetings shall be held within ten (10) working days of either party requesting the meeting whenever possible.

The Village and the Union agree to meet every two months during the term of this Agreement with regard to the Memorandum of Understanding between the Village and the Union to discuss the following: potential for restructuring the wage classifications shown in Appendix A; incentives for certifications; wage progression schedules; merit pay and other potential means of increasing the efficiency and effectiveness of the Village's workforce. Meetings will include the Village Manager or the Deputy Village Manager if available, the Director of Human Resources, the Manager of Human Resources – Labor Relations, the IAMAW Chief Steward and the IAMAW District 8 Business Representative.

ARTICLE 7 **GRIEVANCE PROCEDURE**

Section One: Definition. A "grievance" is defined as a dispute or difference of opinion raised by either party to this Agreement involving an alleged violation, misapplication or misinterpretation of an express provision of this Agreement. Aggrieved employees shall have the right to file a grievance on their own behalf. The Union may process grievances on behalf of aggrieved employees, groups of employees or itself.

Section Two: Time Limits. In all steps of the grievance procedure, if there is a request for extension of time to appeal or answer a grievance within the time limits herein, and the parties have not agreed to extend such time limits, it shall be considered denied. Unless otherwise noted, all time limits set forth in each of the steps shall be exclusive of Saturdays, Sundays, and Holidays or any day observed as a holiday unless so noted to the contrary.

Section Three: Procedure. A grievance filed against the Village shall be processed in the following manner and an earnest effort shall be made by both parties to settle promptly such grievances as may arise:

- Step 1.** Employee(s) having an alleged grievance will present the grievance in writing to the employee's immediate supervisor as soon as possible but no later than ten (10) working days after the employee knew or should have known of the alleged grievance. Employees may be accompanied by their Steward if they so wish. The immediate supervisor shall attempt to adjust the grievance and give a written reply within the next ten (10) working days. If no satisfactory adjustment is reached, Step 2 will follow.
- Step 2.** In the event the grievance is not resolved at Step 1 and the Union chooses to pursue the grievance to the next step, it shall be presented in writing by the Union to the Department Head within ten (10) working days from the receipt of the answer from Step 1 of the grievance procedure. The Department Head shall give a written reply to the Union steward within ten (10) working days of receipt of the written grievance and a copy shall be sent to the Business Representative.
- Step 3.** If not resolved at Step 2, and the Union chooses to pursue the grievance to the next step the grievance shall be presented in writing to the Human Resources Director by the Union within ten (10) working days of receipt of the Department Head's reply to the grievance at Step 2. The Human Resources Director or his/her designee shall schedule a hearing between the District 8 Representative of, the International Association of Machinists and Aerospace Workers, the Steward, the aggrieved employee and relevant employees if requested within ten (10) working days of such notification. The Representative of Village Management shall give a written reply to the Union steward and Union Business Representative within ten (10) working days of said Step 3 meeting.
- Step 4.** Should a satisfactory settlement not be effected by the parties, and the Union chooses to pursue the grievance to the next step, the Human Resources Director shall be notified in writing that the Union has determined that the grievance shall be submitted to arbitration within ten (10) working days of the first District 8 Staff meeting or thirty-one (31) days, whichever is less, after receipt of the Step 3 decision. The parties shall jointly request from the Federal Mediation and Conciliation Service a list of seven (7) names of available arbitrators. The parties shall alternately strike names until one remains, which remaining name shall be the Arbitrator to be appointed. The order of first strike will be determined by a coin toss. The parties may each reject a panel.

The Arbitrator shall have no power to add to, subtract from, or modify any of the provisions of this Agreement. The Arbitrator may consider and decide only the particular issue or issues presented by the Village and the Union. The Arbitrator shall render a decision not later than thirty (30) days from the day of the arbitration hearing.

The Arbitrator's decision shall be final and binding on the parties. The expenses and salary, if any, of the Arbitrator shall be shared equally by the Village and the Union.

Section Four: Withdrawals of Grievances. Once a grievance has been filed, it cannot be dropped or withdrawn without consent of the Business Representative.

Section Five: Acceleration of Procedure. The parties may agree to accelerate a grievance to commence at a higher Step in the procedure, where such acceleration is appropriate and processing of the grievance at earlier Steps would be futile.

ARTICLE 8
EMPLOYEE DISCIPLINE

Section One: Just Cause. The Village and the Union agree with the tenets of progressive and corrective discipline to improve behavior and/or performance. It is also agreed that discipline shall be administered in a timely manner. The Village may, however, depending upon the severity of the Employee's behavior, begin the discipline process at any level. Employees may also be relieved from duty with pay by the Village pending an investigation of the Employee's conduct. Progressive discipline consists of the following:

- (a) Oral reprimand
- (b) Written reprimand
- (c) Suspension
- (d) Discharge

Non-probationary employees shall not be discharged, suspended, reprimanded, relieved from duty or otherwise disciplined in any manner without just cause. If the Village has reason to reprimand an employee, it shall be done in a manner that will not embarrass the Employee before other employees or the public. Discipline shall be administered in a timely manner depending on the circumstances for such discipline.

Section Two: Oral Reprimand. In cases of oral reprimands, which will be documented, Supervisors must inform employees that they are receiving an oral reprimand and of the Employee's right to Union representation, which shall be provided upon the Employee's request. The Employee shall also be given reasons for such discipline.

Section Three: Notice to Union. In the event of disciplinary action, the Village shall promptly furnish the Employee and Union Steward with a clear and concise written statement of the reason for the disciplinary action. Employees shall be entitled to the presence of a Union representative at all meetings pertaining to discipline if they so request and if they have reasonable grounds to believe that the meeting may be used to support disciplinary action against them. In all cases of discharge or other discipline (including oral reprimands), the Steward and the Union's designated Business Representative shall be notified immediately of such action.

Section Four: Removal of Stale Material. Any oral reprimands over twelve (12) months old will be removed from the employee's files and will not be used for further disciplinary action, provided the employee receives no further discipline during this period. Written reprimands over eighteen (18) months old will be removed from the employee's files and will not be used for further disciplinary action, provided the employee receives no further discipline during this period.

Section Five: Discharge Grievances. Discharge cases shall be taken up at Step 3 of the grievance procedure within five (5) working days from the date of discharge unless the parties agree to a later date.

ARTICLE 9
SENIORITY

Section One: Seniority Defined. Seniority is an employee's continuous length of service with the Village in years, months, and days.

Section Two: Seniority Computed. Seniority shall be determined by the Employee's start date. In the event that a tie in seniority exists, seniority shall then be determined by the date the involved employee's application for employment was received by the Village, as indicated by the Village's official date stamp (i.e. the employee that applied for employment first shall have the most seniority). In the event that a tie in seniority still exists, a coin toss shall then be conducted to determine the greater seniority.

Section Three: Seniority Lists. The Employer shall semi-annually provide the Union with an up-to-date seniority list for posting on its bulletin boards.

Section Four: Breaks in Seniority. An Employee shall lose his/her seniority and his/her names shall be removed from the seniority list, if the Employee:

- (a) Voluntarily quits;
- (b) Is properly discharged for just cause;
- (c) Fails to return to work within five (5) days after being recalled from layoff unless a satisfactory reason is given;
- (d) Is absent for three (3) consecutive work days and does not report for work at the beginning of the fourth consecutive work day without notifying his/her immediate supervisor, department manager, or the Human Resources Department unless circumstances existed that prevented the employee from making such notification and such circumstances are deemed acceptable by the Village Manager; or
- (e) Fails to report for work at the termination of a leave of absence or suspension; or
- (f) Has less than twelve (12) months of seniority and is laid off for a period equal to or greater than the length of service; or
- (g) Is absent due to illness or other physical disability for a period of eighteen (18) months.

Notification for the purpose of this Section will be made by certified mail or telegram addressed to the Employee's last known address as shown on the Employer's records.

Section Five: Probationary Period. All new employees shall be considered probationary employees until they have had ninety (90) working days with the Village after which their seniority shall date from their original hiring date. No new employee shall be covered by this Agreement who has not yet completed his/her initial probation period.

In the event the Village desires additional time to determine the abilities and/or qualifications of any probationary employee, it shall notify the Union Steward and Business Representative in writing ten (10) working days prior to the employee's last day of probation of its wish to extend the period up to no more than ninety (90) additional working days.

ARTICLE 10 **PROMOTIONS AND TRANSFERS**

Section One: Posting Vacancies. When a new bargaining unit position (Appendix A) is created or a vacancy exists in a bargaining unit position, notice of said position vacancy shall be provided to the Union and shall be posted for ten (10) working days on the Union and Village bulletin boards. Such posting shall state the job classification available, rate of pay, qualifications, number of openings available and the date the posting is closed.

Section Two: Application Process. Employees interested in applying for such openings must complete a Village Application for Employment and submit it to the Human Resources Department prior to the closing date. Applicants will receive a time-stamped photocopy of the first page of the application form as documentation of submitting an application. The Village shall notify the Union of the number of bargaining unit employees who submitted applications.

The Village will select the most highly qualified applicants from the bargaining unit, and a like number of qualified applicants from outside the bargaining unit for consideration to fill the vacant position; however, in no case will the Village be restricted to consider less than three (3) qualified applicants, whether they are in or outside the bargaining unit, for a single vacancy. Seniority will be a factor in determining the successful candidate in the event two or more bargaining unit members with relatively equal abilities and qualifications are under consideration for the position. Upon request by any internal applicant either deemed not qualified or not selected as a result of the interview process, the Human Resources Department will inform the applicant of the reason(s) (e.g. the employee's

lack of training, experience or qualifications) for their elimination. In the event that an examination is given by the Village to test the job qualifications of applicants for the vacant position, all tested applicants shall be subject to the same examination and scoring procedures.

Bargaining unit employees selected to fill the vacant position shall serve a ninety (90) working day probationary period to demonstrate his/her abilities and qualifications. In the event that the Village desires additional time to determine the abilities and qualifications of any probationary employee, it shall notify the Union prior to the employee's last day of probation of its decision to extend the period up to no more than ninety (90) additional working days. If at any time within the first thirty (30) business days of an employee's initial probationary period the employee requests to return to his/her former position or the Village indicates that the employee's probationary performance is failing to meet expectations, the employee shall be permitted to return to his/her former position contingent upon the former position being vacant at the time of the request. If the position has been filled, the employee will be placed on layoff status.

The Village will not hire a new employee until all employees who are on layoff and who have the ability and qualifications to perform the job are recalled.

Section Three: Temporary Transfers. Temporary transfers for a period not to exceed thirty (30) working days may be made by the Employer when employees are ill or absent from work or when work in another area requires additional help. Such transfer assignment may be extended upon mutual agreement between the Employer and the Union.

In the event that a situation exists for which there is a need to designate an employee as a lead worker, the Village shall designate the employee who is deemed most capable and willing to perform the role. While serving as lead worker, the employee will perform non-disciplinary, and/or organizational tasks including but not limited to directing the work force, making and checking assignments and recording work completed. Employees who are temporarily transferred to a classification which is compensated at a higher rate shall receive compensation at the beginning of the range for said classification or 5% above their current rate of pay, whichever is higher. Employees temporarily transferred to work in a classification, which is compensated at a lower rate, shall receive their current rate of pay. Employees who are assigned to act as a lead worker, in those instances where the immediate supervisor is absent from work, shall be compensated at a rate of 5% above their current rate of pay for the actual hours worked in a lead capacity after working a half-day in the higher classification.

ARTICLE 11 **LAYOFF AND RECALL**

Section One: Layoffs. In the event that the Village identifies positions within the classifications listed in Appendix A, which will be reduced in force, the Village shall notify the Union thirty (30) days prior to the intended effective date of a planned layoff. Employees with the least bargaining unit seniority in the affected classification shall be removed from their classifications. The Union may request to negotiate alternatives to the layoff with the Village. Any employee to be laid off will be notified fourteen (14) calendar days prior to the effective date of the layoff. Probationary employees shall be laid off prior to non-probationary employees in the same classification being laid off.

Section Two: Bumping Rights. An employee, with greater seniority, who is to be laid off shall be given the opportunity to "bump" the least senior employee in another equal or lower bargaining unit classification listed in Appendix A if the Employee wishing to bump is otherwise qualified for the position. Bumping rights must be exercised within ten (10) working days of the notification of layoff to the employee. Such election to bump must be provided in writing addressed to the Director of Human Resources. If the employee's wage rate in the old classification is more than the top rate in the new classification, the employee will receive the top rate in the new classification following application of Section Three (3)

Section Three: Recall from Layoff. The names of employees laid off shall be placed on a recall list for the job classification involved in the layoff. Such laid off employees shall be eligible for recall in the reverse order of layoff, (See Article XI, Section One) provided the Employee has the physical fitness and is capable of performing the available work. Qualified employees on layoff will be given the first opportunity to work as a temporary employee. At the time of recall, the recalled employee will receive the previous rate of pay and any wage increase

attributable to that position during the layoff period.

When a senior employee selects to take a job in a lower-rated classification due to a reduction-in-force, he/she shall receive the rate of pay for their prior classification for the first two (2) full pay periods worked in the new classification. If such senior employees are still on the job after the first two (2) full pay periods worked, they shall receive the rate of the lower-rated classification to which they have been assigned.

Section Four: Reinstatement to Prior Position. An employee who bumped into a different job classification to avoid layoff shall, for a period of one (1) year, be eligible for reinstatement to the original or like job when an appropriate vacancy occurs provided the employee is still qualified and able to perform the job and accepts the offer of reinstatement within five (5) working days after being notified of the availability of the job. At the time of reinstatement, the reinstated employee will receive the previous rate of pay and any wage increases attributable to that position during the layoff period.

Section Five: Impact Bargaining. In the event that there is a reduction in force of bargaining unit employees, the Village will negotiate with the Union, upon the Union's request, regarding the impacts of such decision.

ARTICLE 12 **SUBSTANCE ABUSE**

Members of the bargaining unit who are not safety sensitive employees will be governed by the substance abuse policy affixed to this agreement as Appendix C.

Those members that are working as safety sensitive employees will be governed by the Department of Transportation and Omnibus Transportation Employee Testing Act of 1991 affixed to this agreement as Appendix D. For purposes of this Article, Urban Forestry Technicians shall be considered as "safety sensitive employees" as defined in Appendix D.

ARTICLE 13 **MISCELLANEOUS PROVISIONS**

Section One: Supervisors. It is agreed and understood that no supervisory employee will be permitted to perform bargaining unit work except in emergencies and for training purposes.

Section Two: Safety and Health. The Village shall make reasonable provisions for the safety and health of the Employees during the hours of their employment, and shall provide protection devices and other equipment necessary to protect the Employees from injury and illness in conformance with statutory requirements.

A Safety Committee of three (3) members from the bargaining unit and three (3) members from management shall meet as the parties deem necessary to discuss safety matters.

Section Three: Right to Know. The Village shall comply with Federal and State laws regarding the Employee's right to obtain information regarding toxic substances in the work place. Inquiries shall be directed to the Human Resources Director. The Village employees shall use M.S.D.S. (Material Safety Data Sheets) information when handling toxic chemicals and shall perform work in a safe and prudent manner.

ARTICLE 14 **NEW TECHNOLOGY**

"Technology changes" shall be defined as any new or change in method, processes, equipment and new material that enhance customer/tax payer satisfaction through providing high quality services at lower costs. The Village will give written notification to the Union Business Representative and Steward(s) not less than 60 days in advance of any proposed technology changes which may result in a bargaining unit layoff or a substantial change in a position's assigned duties.

The Village and the Union agree that it is to their mutual benefit and represents a sound economic and social goal for the Village to continuously improve its services and methods through technological changes and innovative work practices in order to increase its efficiency and the quality of work life and productivity of employees. In this way, the Village will be able to provide more enhanced services and thereby provide more economically secure jobs for its employees.

Upon notice of the contemplated change, the Village will meet promptly with the Union to discuss the effects of the technological changes upon the work force.

The Village shall provide the Union with all known pertinent information regarding the technological changes in order to determine the effects on the bargaining unit, job, department, etc.

In the event that an employee is required to utilize new technology that requires the attainment of new skills, abilities and knowledge, the affected employees shall be given a reasonable amount of time to learn how to effectively operate such technology. The Village shall pay for any required training.

In order to stimulate and support changes aimed at achieving objectives which meet the above goals, the Village and the Union agree to establish a joint Union/Management Committee to study the issues arising from technological change and its effects on the Employees of the bargaining unit and to enhance customer/tax payer satisfaction enabling the Village to provide more competitive services and thereby providing more economical secure jobs for its employees. The Committee will be comprised of the Stewards and Management Representative(s).

The Village recognizes its responsibilities when it is necessary to reduce the number of employees in any given job classification and/or department and will attempt, where possible, to do so through attrition and/or reassignment to existing vacancies as per the Agreement prior to implementing any reduction in force of bargaining unit employees. For the purpose of this Agreement, the term attrition shall mean the loss of seniority by retirement, death, disability or voluntary quit or termination for cause.

It is the Village's policy to assure necessary training and retraining of employees so that they may have the opportunity to acquire the knowledge and skills to participate in and share the benefits of the continuous improvement process, and that such training within the Employee's job classification will be done during the Employee's regular scheduled work day, if possible, or during off-duty hours which shall be paid as time worked.

The Village shall not use technological changes for the sole purpose of converting jobs from bargaining unit status to non-bargaining unit status.

In addition, the Village will continue to monitor any prior sub-contracting work and if the Village determines in its sole discretion that it is in the best interest of the Village, it may return such work to the bargaining unit.

Any new positions created by technological changes will be filled in accordance with the provisions of this Agreement governing the posting of promotional and transfer opportunities.

Any alleged violations of this Section will be processed through the established grievance procedure.

ARTICLE 15 **PERSONNEL POLICIES**

When a new job classification within the bargaining unit is established or an existing one changed, the Village will submit a description in writing to the Union within thirty (30) days prior to said change. The parties will meet to negotiate the wage rate and other relevant factors and if not resolved, such change and attendant issues will be subject to the grievance and arbitration procedure.

The Employer will utilize the same application form for bargaining unit members seeking change of classification as it does for external applicants applying for classifications covered by this Agreement.

The Employer will provide to the Union on a quarterly basis a list showing the names and home addresses of members of the bargaining unit.

The Employer will supply the names and addresses of newly hired employees who are potential members of the bargaining unit in a timely manner.

ARTICLE 16 TEMPORARY EMPLOYEES

Temporary employees will not work beyond ninety (90) days within a calendar year. However, it is understood that on occasion temporary employees may work more than 90 days. When a temporary employee is needed for more than 90 days the Village will discuss the need for an extension with the Union at least 10 days prior to the 90th day. The Village will provide the Union with an estimate of the length of employment beyond 90 calendar days. The parties will be reasonable in establishing the length of extension. The Village will provide the Union with the names and positions of all temporary employees within five (5) working days of their actual start date and their anticipated length of employment.

Before hiring temporary employees, the Village will offer the temporary work to qualified bargaining unit employees in the classification of the work to be performed.

If an insufficient number of employees in the classification agree to perform the work at the time it is offered, the Village may hire temporary employees.

The Village will not have more than five (5) temporary employees filling bargaining unit positions in Forestry nor seven (7) Village-Wide (excluding Forestry) at any one given time. The parties will discuss the need for more than the specified number of temporary employees before any additional appointments are made. The parties will be reasonable in requesting temporary appointments beyond the specified numbers and the union shall reciprocate in its agreement to such requests.

Temporary employees' pay will be at the current minimum rate of pay in the classification to which they are assigned.

Temporary employees will not be used to avoid filling regular full time or part time bargaining unit positions.

ARTICLE 17 UNIFORMS

The Employer agrees to provide uniforms to those employees it requires to be so attired. Employees so attired must wear uniforms at all times while on duty or be subject to disciplinary action by the Employer.

The Employer will replace uniforms as they become damaged or worn out unless the damage is as a result of abuse or misuse. The worn or damaged item must be submitted to the employee's immediate supervisor for inspection and approval for a replacement. The Employer will provide two (2) new uniforms per year to Parking Enforcement Officers, Forestry Technicians and Police Records employees. Police Records employees shall receive two (2) additional uniform shirts per year. Employees will not wear the Village's uniform while performing work for another employer or for themselves. Employees may, of course, wear the uniform en route to and from the Village work site.

Urban Forestry Technicians, Parking Enforcement Officers, Registered Sanitarians, Property Maintenance Inspectors, and Building Inspectors shall be required to wear safety shoes (i.e. steel toe/composite toe). All employees covered by this agreement and who are required to wear safety shoes/boots shall wear safety shoes/boots at all times while on duty in the field or be subject to disciplinary action. The Village shall choose the type of shoes/boots. The Employer will provide the shoes/boots and will replace any that become damaged or worn out. The old pair (shoes or boots) must be turned in before a new pair (shoes or boots) will be issued. The maximum allowance for replacement of safety shoes/boots shall be one hundred and fifty dollars (\$150.00) per year. Employees will not wear the shoes/boots while performing work for another employer or for themselves.

Employees may wear the shoes/boots while en route to and from the Village work site. The Employee will be responsible for the cost of any damage through abuse or misuse including the replacement cost of the shoes/boots if warranted.

If the Employer provides uniforms through a rental service, it agrees to keep the uniforms laundered at no cost to the employees.

ARTICLE 18 LEAVES OF ABSENCE

Section One - Military: Any employee who enlists in the armed forces will be granted a Leave of Absence without pay except as provided below. Upon completion of military duty and subject to the conditions set forth below, employees who are still qualified to perform duties of the position of employment which they left will be immediately reinstated in the employee's former job classification, with the same increases as earned by employees who are in like positions, unless circumstances of the Village have so changed as to make it impossible or unreasonable to do so. No vacancy shall be held open for more than the prescribed time limits set forth below. If employees do not accept reinstatement to their former positions at the conclusion of their leave of absence within the appropriate prescribed time limit set forth below, the right to future employment with the Village shall be forfeited. Reinstatement of employment will be provided if the following conditions are met:

1. Application for re-employment is made within ninety (90) days after honorable discharge, satisfactory completion of active service, receipt of certification of rejection for the military, or hospitalization continuing after discharge for a period of not more than one (1) year.
2. Application for re-employment is made within thirty-one (31) days after completion of initial active duty training by the Reservist or National Guard member.
3. Members of a military reserve unit of the United States or State of Illinois must report back to the Village for their first regularly scheduled work period after release from performing training duty or rejection from performing active duty and after the passage of time necessary for travel and any other factors beyond their control.
4. Employee's voluntary period of enlistment or recall to active duty does not exceed four (4) years, plus a one (1) year additional voluntary extension of active duty if this is at the request and for the convenience of the Government. This time period is exclusive of time spent on initial active duty training.

Any employee who is a member of a military reserve unit of the United States or State of Illinois and who attends special training assignments shall be given leave without pay. This special leave shall in no way affect vacation, sick leave or other emergency leave benefits of the employee's job status. The Village may request a certification stating the length of the special training assignment.

Employees who are ordered to active duty will continue to be paid the differences between their Village salaries and their military pay, minus standard deductions, while they remain on active duty. Vacation leave, sick leave and other benefits will not be adversely affected.

Section Two - Family and Medical Leave: The Village will abide by the Family and Medical Leave Act of 1993 ("FMLA")

Section Three - Educational: A full-time or part-time employee may, upon written request to the Department Head and subsequent approval by the Village Manager, be granted a Leave of Absence without pay and without the accrual of any benefits to enable an employee to engage in a course of study that will enhance the employee's usefulness to the Village.

To be eligible for such leave an employee must have:

1. Completed at least one (1) year of continuous employment with the Village; and

2. Used all accrued vacation and compensatory time.

Request for a Leave of Absence without pay shall be for a period not to exceed one (1) year in duration. Any request for extension of leave shall be subject to all requirements of the original request. In no case, however, shall the total length of the leave granted exceed one (1) year.

Requesting employees shall state the reasons why the request should be granted, the date when the employee desires the leave to begin, and the date of return.

The Village Manager, upon the recommendation of the Department Head, may approve or disapprove such request on the basis of the operational requirements of the Village and the department, availability of temporary employees, the performance and attendance record of the individual, the reason for the request and the potential benefit to the Village.

Employees wishing to take such leaves of absence must realize that all positions in the Village are subject to elimination and that all vacant positions including those vacated by employees on leave may be filled with temporary or permanent employees. Thus, when the employee completes the educational leave of absence, the Village does not guarantee the employee's return to a position with the Village. Such placement will depend on the current needs and circumstances of the Village. Such decisions will be made at the discretion of the Village Manager. The Village will offer to the employee the first available vacancy in the employee's job classification after the completion of the employee's leave of absence contingent upon the employee's continued qualification to perform the job and the employee's passing a fitness for duty medical examination. If the employee does not accept the first available vacancy, the Village shall have no further obligation to the employee.

When an employee takes a leave of absence, all fringe benefits are suspended until such time that the employee returns; however, the employee may arrange to continue insurance coverage benefits (health and life) through the Village at the employee's expense for the duration of the leave of absence.

Section Four - Personal: A full-time or part-time employee may, upon written request to the Department Head and subsequent approval by the Village Manager, be granted a leave of absence without pay and without the accrual of benefits for other reasons not defined above. Such leave, if granted shall not exceed thirty (30) days. During the 30-day leave, the employee will be required to continue paying their portion of the insurance premium.

The employee's seniority shall accumulate during such leave.

Section Five - Union: A full-time or part-time employee may, upon written request to the Department Head and subsequent approval by the Village Manager, be granted a leave of absence without pay and without the accrual of benefits to serve as a staff member of the labor organization representing the employee.

ARTICLE 19 **JURY DUTY AND COURT APPEARANCES**

Employees who are called and thereby required to appear for jury service, witness service where the employee is not an initiating party to the lawsuit, or a coroner's panel shall be excused for each day of service falling on their regular work days. Employees will receive their regular day's pay provided any fees received by the employee are turned over to the Village. Employees should inform their supervisors of impending service upon notification, thereby providing ample time for scheduling.

ARTICLE 20 **FUNERAL LEAVE**

In the event of a death in the employee's immediate family, the Department Head will grant a maximum of three (3) consecutive calendar days off with pay. "Immediate family" shall mean the spouse, domestic partner, children, mother, father, sisters, and brothers of employees or their spouse, domestic partner, whether natural, step, in-law or grand.

In addition, a maximum leave of three (3) consecutive calendar days off with pay will be granted in the case of a death of a person who is a household member but who is not defined as "immediate family."

ARTICLE 21 ATTENDANCE AT CONFERENCES

Attendance at professional conferences, seminars, technical meetings, special assignments and/or training programs shall be considered part of the employee's normal duties. Employees may request authorization to attend such functions at Village expense by obtaining the necessary forms from their Supervisors. Approval of attendance at any function is within the complete discretion of the Department Head and/or Village Manager.

When employees are required by the Village to perform special assignments, the essential expenses of travel, meals and lodging will be reimbursed. When employees anticipate reimbursable expenses, they should consult with the Department Head to determine what will be reimbursed, the extent of reimbursement, the forms necessary to record expenses and the receipts that must be kept to verify expenses.

Mileage for use of a personal vehicle to and from any of the above shall be paid by the Village at the reimbursement rate stated in the U.S. Tax Code.

ARTICLE 22 VACATION POLICY

The Village shall grant vacation with pay to employees. Eligible employees shall accrue vacation hours on a bi-weekly basis. The amount of accrual of vacation hours bi-weekly shall be based on the employee's length of Village service, as defined in this policy:

- a. From the starting date through the completion of five (5) years continuous services, the employee earns vacation at the rate of two (2) weeks annually with pay (10 days).
- b. From the start of the sixth (6) year of continuous service through the completion of the twelfth (12th) year of service, the employee earns vacation at the rate of three (3) weeks annually with pay (15 days).
- c. From the start of the thirteenth (13th) year of continuous service through the completion of the twentieth (20th) year of service, the employee earns vacation at the rate of four (4) weeks annually with pay (20 days).
- d. From the start of the twenty-first (21st) year of continuous service the employee earns vacation at the rate of five (5) weeks annually with pay (25 days).

Any increases in accrued vacation time due to length of service will occur during the pay period in which the employee's anniversary date falls.

Regular part-time employees will be eligible for vacation after one (1) year of continuous employment. The vacation days allowed shall be determined by dividing the actual hours worked by the employee during the previous calendar year by 2080. The resultant number shall then be multiplied by 75 hours to determine the number of vacation hours to be awarded to the part time employee. This calculation shall be completed by the end of the second pay period of the following year. Such vacation time shall be available for use by the employee after its calculation.

Employees may only use vacation time they have accrued. Vacation use and available accrued vacation will be shown on the biweekly pay stubs.

When a holiday falls on an employee's regularly scheduled day off, or while an employee is off work on paid leave (i.e. vacation, sick, funeral, etc.) the employee shall be given the holiday as it occurs.

Vacations are to be taken in full or half work day increments and must be requested and approved in advance.

Upon termination, employees will be compensated for any unused accrued vacation.

Employees are encouraged to take vacation time in the calendar year in which it is earned. However, employees are allowed to carry over some unused vacation time into the next calendar year in an amount which shall not exceed the amount of vacation that the employee accrues on an annual basis. Any vacation time in excess of the maximum permitted carryover amount will be forfeited at the end of the calendar year unless otherwise approved by the Village Manager.

In the event of the employee's death, compensation for all unused vacation allowances shall be paid to the employee's beneficiary.

In case of conflict among the employees concerning the scheduling of their vacations, seniority by classification shall govern.

ARTICLE 23 HOURS OF WORK

Section One - Work Week: The normal work week shall consist of thirty-seven and one half (37-1/2) hours of work per week, Monday through Friday, except as delineated below. Forestry Division employees will continue to work forty (40) hours per week.

Working hours for part-time employees, by their nature, will consist of less than thirty seven and one-half (37-1/2) hours per week.

Any proposed changes in work schedules, temporary or permanent, shall not be implemented without prior notification to the Union. Proposed changes will be submitted to the Union at least ten (10) days prior.

Section Two - Work Hours: The scheduled hours of work for employees may vary among departments because of operational demands. It is understood that, as far as practical, hours will be uniform for all employees in the same department assigned to the same responsibilities.

Working hours for full-time employees other than Forestry shall be seven and one-half (7-1/2) consecutive hours, at the option of the employer, between 7:00 a.m. and 6:00 p.m. with one (1) hour off for lunch not to be paid by the Village. There will be a morning and afternoon break not to exceed fifteen (15) minutes.

Parking Enforcement Officers shall be scheduled for work on a twenty-four (24) hour per day, seven (7) day per week basis. The parking enforcement schedule shall run from Sunday at 12:00 am through Saturday at 11:59 pm.

The following shifts and differential payments shall be established:

<u>Shift</u>		<u>Hourly Differential</u>
Day	(8:00 am through 4:00 pm)	None
Evening	(4:00 pm through 12:00 am)	\$0.25 per hour
Night	(12:00 am through 8:00 am)	\$0.45 per hour

For the determination of eligibility for shift differential payment and holidays the preponderance of hours worked will be the determining factor.

Working hours for full-time Parking Enforcement Officers shall be seven and one-half (7-1/2) consecutive hours scheduled during the shifts shown above. There will be two (2) fifteen (15) paid relief periods to be scheduled during the first and last halves of the workday. Parking Enforcement Officers shall receive a one-half (1/2) hour unpaid meal period.

Part-time employees shall be permitted to take one fifteen (15) minute break for each increment of three (3) hours of work. A one hour unpaid lunch period will be provided after five (5) or more hours.

Employees are not allowed to work through lunch or breaks and be excused from work early or be paid for

such time.

Forestry employees will have a thirty (30) minute unpaid lunch period with two fifteen (15) minute breaks at the work site during their eight (8) hour work day. Each work day shall consist of a total of thirty (30) minutes of break time split into two (2) fifteen-minute break periods, one at 9:00 am and one at 2:00 pm; however, the Village may modify such break times due to job conditions.

Section Three - Overtime: Hours worked in excess of thirty-seven and one-half (37-1/2) hours per week and/or seven and one-half (7-1/2) hours per day but less than forty (40) per week and/or eight (8) per day should be calculated at straight time. Hours after forty (40) hours or in excess of eight (8) per day will be paid at time and a half with the exception of services contracted out to other communities (inspectional and health services) which will be paid at time and a half after thirty-seven and one-half (37-1/2) hours. Forestry employees will continue to be paid time and one-half for hours beyond forty (40) hours per week and/or eight hours per day.

Time and one-half (1-1/2) shall be paid for approved hours worked on Saturday unless the employee has been assigned to a flex-time schedule. Double time shall be paid for all approved hours worked on Sunday with the exception of those on flex-time. Health department employees shall be given the option of working a flex-time schedule or receiving premium pay as a result of work performed on Saturday and/or Sunday.

Those Health department employees who choose to flex their time as a result of work performed on Saturday and/or Sunday and/or evenings shall not be eligible for premium pay solely for working said days and/or hours. Those Health department employees who choose not to flex their time as a result of work performed on Saturday and/or Sunday and/or evening hours shall receive premium pay or compensatory time as outlined in this Article. Health department employees shall work a flex-time schedule from Monday through Friday within the same payroll period that the Saturday and/or Sunday and/or evening hours are worked.

Those Health Department employees assigned to flex-time schedules will be so advised at least ten (10) days prior to the event requiring Saturday and/or Sunday and/or evening work.

Parking Enforcement Officers shall be eligible for payment of overtime as follows:

- a. Hours worked in excess of thirty-seven and one-half (37-1/2) hours per week and/or seven and one-half (7-1/2) hours per day but less than forty (40) hours per week and/or eight (8) per day shall be calculated at straight time.
- b. Hours after forty (40) hours or in excess of eight (8) per day shall be paid at time and one-half (1-1/2).
- c. Because Parking Enforcement Officers may be scheduled to work on Saturday and/or Sundays as part of their normal straight time rate hourly rate, they shall be eligible to receive time and one-half (1-1/2) pay for hours worked on the sixth (6th) consecutive day worked and double time (2.0) time pay for the hours worked on the seventh (7th) consecutive workday.

Part-time employees are only eligible for overtime at time and one-half (1-1/2) when they work in excess of eight (8) hours in a day or forty (40) hours in a week.

At the option of the employee, in lieu of pay for overtime, compensatory time may be "banked" at the rate of time and one-half (1-1/2). The bank cannot exceed thirty seven and one-half (37-1/2) straight-time hours. Request for use of compensatory time must be made at least forty-eight (48) hours in advance of the desired time off. The Village shall not unreasonably deny such request.

Departmental overtime will be offered to the most senior employee within the job classification requiring the overtime, given relatively equal qualifications.

Overtime shall not be paid more than once for the same hours worked nor shall it be duplicated or pyramided.

The parties agree that operational needs require the use of flex-time but such use will not be for the sole purpose of avoiding overtime.

The hours worked by employees before the beginning of their regular shift on any work day shall be considered as part of the shift for that day for the purpose of computing overtime pay, and employees called in

before the beginning of their regularly scheduled shift shall be granted the opportunity to work out their regularly scheduled shift.

Section Four - Call-In Pay: The Employee will receive a minimum of four (4) hours at time and one-half (1-1/2) for emergency callback provided the call is made by the Supervisor or department head.

Employees who are scheduled to take minutes at evening citizen's meetings will receive a minimum of one (1) hour overtime pay.

ARTICLE 24 HOLIDAYS AND HOLIDAY PAY

Section One - Holidays: All full-time and probationary employees shall be paid for the following holidays during the course of a calendar year:

New Year's Day	Martin Luther King Day
President's Day	Memorial Day
Independence Day	Labor Day
Thanksgiving Day	Day After Thanksgiving
1/2 Christmas Eve	Christmas Day
Birthday Holiday (Floating)	Three (3) ½ Day Floating Holidays

A scheduled holiday that falls on a Saturday shall be observed the preceding Friday. When the holiday falls on Sunday, it shall be observed on the following Monday.

When a holiday falls on an employee's regularly scheduled day off, or while an employee is off work on paid leave (i.e. vacation, sick, funeral, etc.) the employee shall be given the holiday as it occurs.

Prior approval for floating holidays will be based on the department's operational needs and will not be unreasonably denied. Requests for use of floating holidays must be made not later than forty-eight (48) hours in advance of the desired time off.

In addition, all employees assigned to the Forestry Division will continue to receive one personal day per year.

Section Two - Holiday Pay: To be eligible for holiday pay, the employee must work the last scheduled work day before and the first scheduled work day after the holiday. Exceptions to this policy may occur if approved by the Human Resources Director.

If employees are required to work on any of the above named holidays, they shall be paid at the rate of double-time for the hours worked in addition to the above holiday. If employees are not required to work on any of the above named holidays, they shall receive a day's pay at their regular hourly rate.

Part-time employees shall receive prorated pay for holidays listed above based on the average hours each worked per day during the previous year.

When any of the holidays, as scheduled are not worked, eligible employees shall be paid at their regular rate.

ARTICLE 25 SICK LEAVE

The Village shall grant sick leave to an employee who is unable to report to work due to non-work related illness or any non-work related physical condition, which prevents the employee from effectively performing duties of the job. Sick leave is allowed only in cases of necessity when the employee is actually sick or disabled in a pay status, i.e. not on unpaid leave of absence.

One purpose of sick leave is to financially assist those employees who experience illnesses of several weeks duration. Employees are, therefore, encouraged to accumulate their leave to limit the need for placement on a sick leave - no pay status.- Employees may accumulate a total of 240 days, which equals one (1) year.

Retiring employees who are members of the Illinois Municipal Retirement Fund (I.M.R.F.) can "qualify for a maximum of one (1) year of additional pension service credit for unpaid, unused sick leave, at the rate of one (1) month for every twenty (20) days of unpaid, unused sick leave or fraction thereof" up to twelve (12) months (240 days).

To be considered eligible for sick leave compensation due to a non-work related illness or injury, employees must adhere to the following procedures: Employees must notify their supervisor by telephone no later than one (1) hour prior to the scheduled workday. When notifying the supervisor, employees must indicate what illness and/or injury prevents them from reporting to work; when they will be able to return to work; the location from which they will be recovering and a telephone number at which they can be reached during their recovery. Employees must keep their supervisor informed of their condition each subsequent day of absence after the initial one unless permission is granted otherwise. It is understood that such information shall remain confidential.

The Department Head may require an employee to produce a statement from a health care professional for any non-service connected illness and/or injury which prevented the employee from reporting to work three (3) or more consecutive workdays. The health care statement must state the reasons why an employee was unable to report for work.

Employees who fail to contact their supervisor for three consecutive workdays as described above are considered to have voluntarily resigned. An employee may be reinstated only upon demonstrating extenuating circumstances to the Village Manager.

Medical certification may also be required by the Employer when an employee experiences multiple illnesses of shorter periods and/or absences due to illness and/or injury on the day of, before, or after a holiday or other paid time off.

As mutual protection for the employee and the Employer, the Human Resources Director may require an employee to submit to a physical examination by a designated physician when in the Human Resources Director's opinion; the performance of the employee has become limited or weakened by impaired health. The physical will be at the Employer's expense. The Human Resources Director may require the employee to conform to the physician's recommendations as a condition of continued employment with the Employer unless the employee submits evidence to the contrary.

In situations where in the Village designated physician's opinion the employee is fully work capable or capable of performing restricted duty and in the employee's physician's opinion the employee is not fully work capable or capable of performing restricted duty, a third physician's opinion shall be obtained. This third physician shall be selected by mutual agreement between the Village's designated physician and the employee's physician. The opinion of the mutually selected physician shall govern.

Employees are permitted to use paid sick leave when in the opinion of the third physician, the employee was not able to work in a full or limited duty capacity.

If, in the opinion of the third physician, the employee was able to return to work in a full or limited duty capacity, employees are not permitted to use paid sick leave, but may use other paid leave such as vacation and compensatory time.

For circumstances in which the third physician's opinion is not rendered within two weeks of the Village physician's opinion, and the employee was able to return to work in full or limited duty capacity, the employee is not permitted to use paid sick time for the first two weeks; however, thereafter paid sick time may be used.

Employees who are absent from work due to illness the day before and/or the day after a holiday may not be eligible for sick leave compensation for the absence(s) unless the absence(s) is approved by the Department Head. Employees who become injured or ill and not able to work while on other paid leave must continue their scheduled leave before accrued paid sick-leave can be applied.

Employees shall be eligible for leave under the Family Medical Leave Act (FMLA) as established by the Act. Employees are required to use accrued sick leave for medical events deemed serious by a medical provider as described in the Act. Once an employee has exhausted all of their paid sick leave, other accrued paid leave may be used for the balance of the FMLA period. In the event that the employee does not have sufficient accrued paid leave to cover the FMLA leave period, he/she shall be placed on unpaid leave for the duration of the FMLA period. FMLA leave runs concurrently with the accrued paid leave and unpaid leave. The protections provided by the Family Medical Leave Act shall expire when the twelve (12) weeks of FMLA leave are exhausted. The Village shall apply a rolling twelve-month period for purposes of administering the FMLA.

Sick Leave may be used for preventative medicine or treatment, which requires the employee to take time off during normal working hours to see doctors and/or receive similar medical attention, which cannot be reasonably scheduled outside of working hours.

The granting of sick leave for the reasons cited in the paragraph immediately prior is within the discretion of the Department Head and may be denied, depending on staffing levels of the department or when such requests have been excessive as determined by the Department Head but shall not be unreasonably withheld.

An additional day's sick leave shall be allowed an employee whose sick leave period included one of the holidays previously listed.

Service shall be deemed continuous notwithstanding approved leaves of absences agreed to by the Employer.

Sick leave accrual shall be given to a regular employee so long as such employee is carried on the payroll of the Employer and is paid. No sick leave accrual is to be credited to the temporary employee.

Employees may use their sick leave accrual to take care of family members in accordance with FMLA procedures.

All employees will accrue sick leave at the rate of thirteen (13) days per year (4.0 hours per pay period).

All employees will have the days accrued during the calendar year added to their bank (e.g. 240 days in bank at start of year + days accrued during the year days used during the year). However, a maximum of two hundred and forty (240) banked days may be carried over to the next calendar year.

Part-time employees are eligible for sick leave accrual at the rate of two (2) hours per pay period.

ARTICLE 26 INSURANCE

The employees covered by the terms of this Agreement will receive the identical health insurance plan and coverage as provided to other Village employees either covered or not covered by a labor contract. Employee contributions will not increase by more than twenty percent (20%) of the preceding year's contribution rates or the actual percentage, whichever is less.

Effective January 1, 2009, employee co-payments for prescription medications shall be ten dollars (\$10.00), twenty dollars (\$20.00) or thirty-five dollars (\$35.00) based on the formulary designations set forth by the Village's prescription drug plan provider.

In the event that a National or State Health Care Program is enacted during the life of this Agreement the Village agrees to negotiate the impact of such program provided the Union delivers a written demand to negotiate the impact to the Director of Human Resources no later thirty (30) days after the enactment of the program by the federal or state legislature(s).

The Village shall supply each full-time employee covered by the terms of this Agreement with \$25,000 of term life insurance. The supplemental insurance coverage, which is now available, shall provide that employees may purchase additional term life insurance, at their own cost, up to \$175,000 subject to approval by the life insurance carrier.

ARTICLE 27
WAGES

Employees shall receive or be eligible to receive the following increases to base salary:

Effective Date	General Increase	Merit Increase
02/02/2009	0.75%	0.25%
01/01/2010	2.00%	1.00%

Eligibility for merit increase is defined in Appendix "E". Employees must have at least one year of seniority to be eligible for a merit increase.

In the event that the Union or the Village initiates a request to make a positive wage adjustment to an individual employee's wages based on additional skills or additional duties performed, such increase if mutually agreed to may be applied within the current wage range of the employee's classification. Such requests are limited to those employees who have served a minimum of two years in the job classification. These requests shall not be subject to the grievance and arbitration procedure.

ARTICLE 28
SAVINGS CLAUSE

If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted Federal or State Legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the subject matter of such invalid provision shall be open to negotiations.

ARTICLE 29
TERMS OF AGREEMENT

This Agreement and each of its provisions shall be effective as of January 1, 2009 and shall continue in full force and effect until December 31, 2010 and thereafter, unless either party shall notify the other in writing sixty (60) days prior to the expiration date of this contract, that it desires to modify and/or amend this Agreement.

SIGNATURE PAGE

**THE INTERNATIONAL ASSOCIATION OF MACHINISTS
AND
AEROSPACE WORKERS, AFL-CIO
DISTRICT 8**

/s/ Alvia McNeal
Alvia McNeal, Negotiating Team Member

/s/ Elizabeth Melara
Elizabeth Melara, Negotiating Team Member

/s/ Patrick Coyne
Patrick Coyne, Negotiating Team Member

/s/ Karl Sarpolis, Jr.
Karl D. Sarpolis Jr., Business Representative

April 2, 2009

Dated

**THE VILLAGE OF OAK PARK
OAK PARK, ILLINOIS**

/s/ Thomas Barwin
Thomas Barwin, Village Manager

April 2, 2009

Date

**Village Negotiating Team: Lisa Shelly, Deputy Village Manager and Chief Negotiator
Frank Spataro, Human Resources Director**

APPENDIX "A"
SALARY RANGES

Classification	Effective February 2, 2009 (0.75%)		Effective January 1, 2010 (2.00%)	
	Minimum	Maximum	Minimum	Maximum
Grade 1	\$29,796.72	\$40,575.41	\$30,392.66	\$41,386.92
Administrative Clerk				
Water Meter Reader				
Permits Clerks				
Central Supply Clerk				
Cashier				
Customer Service Representative				
Public Services Dispatcher				
Grade 2	\$32,690.10	\$45,084.07	\$33,343.90	\$45,985.75
Parking Enforcement Officer				
Animal Control Officer				
Account Clerk I				
Parking Advocate				
Parking Meter Technician				
Police Records Clerk				
Senior Administrative Clerk				
Grade 3	\$34,086.38	\$47,121.70	\$34,768.11	\$48,064.14
Account Clerk II				
Administrative Secretary				
Grade 4	\$35,313.73	\$49,151.02	\$36,020.01	\$50,134.04
Senior Police Records Clerk				
Urban Forestry Technician I				
Public Health Programs Assistant				
Grade 5	\$43,432.16	\$54,398.19	\$44,300.80	\$55,486.15
Urban Forestry Technician II				
Grade 6	\$45,013.50	\$57,921.78	\$45,913.77	\$59,080.22
Parking Restrictions Coordinator				
Maintenance Crew Chief				
Engineering Technician I				
Administrative Assistant (Health)				
Records Coordinator				
Technical Support Specialist				
Grade 7	\$46,000.39	\$61,123.69	\$46,920.40	\$62,346.16
Property Maintenance Inspector				
Community Development Technician				
Community Relations Coordinator.				
Grade 8	\$46,890.06	\$63,392.86	\$47,827.86	\$64,660.71
Sanitarian				
Senior Housing Inspector				
Business License Officer				
Diversity Assurance Technician				

Classification	Effective February 2, 2009 (0.75%)		Effective January 1, 2010 (2.00%)	
	Minimum	Maximum	Minimum	Maximum
Grade 9	\$48,354.73	\$66,528.82	\$49,321.83	\$67,859.40
Health Educator				
Engineering Technician II				
Building Inspector				
Utility Inspector				
Senior Community Relations Representative				
Grants Coordinator				
Health Data Analyst				
Grade 10	\$51,231.10	\$69,538.18	\$52,255.73	\$70,928.95
Urban Planner				
Zoning Administrator				
Grade 11	\$53,432.41	\$71,907.93	\$54,501.06	\$73,346.09
Systems Analyst				
	Hourly Salary (part-time)		Hourly Salary (part-time)	
Parking Lot Patroller	\$8.6604	\$10.2526	\$8.8336	\$10.4577
Parking Attendant	\$7.8849	\$9.5537	\$8.0426	\$9.7448

APPENDIX "B"

**PAYROLL DEDUCTION AUTHORIZATION FOR AMOUNT EQUAL
TO INITIATION FEE AND/OR UNION MEMBERSHIP DUES**

to deduct from the compensation (including vacation payments) due me once an amount equal to the initiation fee certified in writing to the Company by the Secretary-Treasurer of International Association of Machinists and Aerospace Workers, AFL-CIO, Local Lodge _____ or his/her duly constituted agent, and each month an amount equal to regular monthly Union dues, certified in writing to the Company by the Secretary-Treasurer of International Association of Machinists and Aerospace Workers, AFL-CIO Local Lodge _____ or his/her duly constituted agent. Each amount so deducted shall be remitted to the Secretary-Treasurer of International Association of Machinists and Aerospace Workers, AFL-CIO, Local Lodge _____ or his/her duly constituted agent. If for any reason the Company fails to make a deduction, I authorize the Company to make such deduction in a subsequent payroll period.

This authorization is voluntarily made and is neither conditioned on my present or future membership in the Union, nor is it to be considered as a quid pro quo for membership. This authorization shall continue in effect until canceled by written notice signed by me and individually sent to the Company and to the Union. This cancellation of authorization must be postmarked during the fourteen (14) day period prior to each anniversary date of the current

APPENDIX "C"
DRUG AND ALCOHOL TESTING

Section One: Statement of Policy. It is the policy of the Village that the public has the reasonable right to expect persons employed by the Village to be free from the effects of drugs and alcohol. The Village, as the employer, has the right to expect its employees to report for work fit and able for duty.

Section Two: Definitions. Drugs mean illegal drugs, which include any substance which an individual may not sell, use, possess or distribute under the laws of the State of Illinois or the Federal government. The drugs covered under this definition include but are not limited to:

Amphetamines	Barbiturates
Benzodiazepines	Cannabinoids
Cocaine	Methadone
Methaqualone	Opiates
Phencyclidine	Propoxyphene

Alcohol means beverages containing alcohol which, when consumed, can produce intoxication.

Possess means to have on one's person or be within one's personal control.

Village property means any office, shop, parking lot or vehicle owned and operated by the Village.

Section Three: Drug and Alcohol Testing Permitted. Where the Village has reasonable suspicion to believe that an employee is under the influence of alcohol and/or drugs during the course of the work day, the Village shall have the right to require the Employee to submit to alcohol or drug testing as set forth in this Agreement. At least two supervisory personnel must observe their reasonable suspicions concerning the affected employee prior to any direction to submit to the testing authorized herein. There shall be no random or unit-wide testing of employees except random testing of an individual employee as authorized in Section Eight below or random testing if a safety sensitive employee in accordance with Appendix D.

Drug and alcohol testing may also be invoked if an employee is involved in a vehicle accident while on duty including meal or break periods.

Section Four: Order to Submit to Testing. The Village will verbally provide the Employee with the reasons for the suspicion prior to the order. The reasons will be reduced to writing within twenty-four (24) hours of the time the observations were made. A copy of this written observation shall be provided to the Union. The Union shall be advised immediately by telephone and/or fax when an employee is to be tested for drugs or alcohol and allowed a reasonable length of time for the Union to send a representative if the Employee requests; the Employee will not be allowed to use washroom facilities prior to being sent to the hospital for testing. Refusal to submit to such testing may subject employees to discipline up to and including discharge but employees taking the test shall not be construed as having waived any objection or rights that they may have.

Section Five: Tests to be Conducted. In conducting drug testing and/or alcohol testing authorized by this Agreement, the Village shall:

1. Use only a clinical laboratory or hospital facility that is licensed pursuant to the Illinois Clinical Laboratory Act that has been or is capable of being accredited by the National Institute of Drug Abuse (NIDA);
2. Ensure that the laboratory or facility selected conforms to all NIDA standards;
3. Collect split samples in such a manner as to preserve the individual employee's right to privacy, ensure a high degree of security for the sample and its freedom from adulteration; however, employees may nonetheless be witnessed by medical personnel at a hospital, clinic or laboratory facility to ensure that the Employee does not attempt to compromise the accuracy of the test sample;

4. Confirm any sample that tests positive in the initial screening for drugs by testing the second portion of the same sample by gas chromatography/mass spectrometry (GC/MS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected drug or drug metabolites;
5. Provide the employee tested with an opportunity to have the additional sample tested by a clinical laboratory or hospital, clinic or laboratory facility of the employee's own choosing, at the employee's own expense; provided the employee notifies the Village within seventy-two (72) hours of receiving the results of the tests and that the chain-of-custody for the transfer of such sample is confirmed by a neutral third party; and
6. Require that the hospital, clinic or laboratory facility report to the Village that a urine or blood sample is positive only if both the initial screening and confirmation test are positive for a particular drug. The Village shall take no adverse employment action against an employee whose test results are negative.
7. In reporting a positive test result, the laboratory shall state the specific substance(s) for which the test is positive and shall provide the quantitative results of the GC/MS confirmation test. All positive test results must be reviewed by the certifying scientist or laboratory director and certified as accurate. Should the results be reviewed by Medical Review Officers, they must be physicians trained in pharmacology.

For alcohol testing, the Village shall regard test results showing an alcohol concentration at or above as that currently established by the State of Illinois as being under the influence.

For drug testing, the Village shall regard as positive those tests based on the cut-off levels as currently established by the United States Department of Health and Human Services.

The Village shall also provide each employee tested with a copy of all information and reports received by the Village in connection with testing and the results when the Employee requests same. In addition, the Village shall ensure that no employee is the subject of any adverse employment action except emergency temporary reassignment or relief of duty with pay during the pendency of any testing procedure.

Any such emergency reassignment or relief from duty shall be immediately discontinued in the event of a negative test result. Employees testing negative for drugs or alcohol shall be returned to work with no loss of pay, benefits or seniority.

Section Six: Right to Contest. The Union and/or employee, with or without the Union, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the notice to submit to the tests, the right to test, the administration of the tests, the significance and accuracy of the tests, the consequences of the testing or results or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the Grievance Procedure. It is agreed that the parties in no way intend or have in any manner restricted, diminished or otherwise impaired any legal rights that employees may have with regard to such testing. Employees retain any such rights as may exist and may pursue the same in their own discretion with or without the assistance of the Union.

Section Seven: Voluntary Requests for Assistance. The Village shall take no adverse employment action against a non-probationary employee who for the first time voluntarily seeks treatment, counseling or other support for an alcohol or drug-related problem, other than the Village may require reassignment of employees with pay if they are then unfit for duty in their current assignments. Such voluntary requests for assistance must be submitted prior to an order to submit to random testing or order to submit to testing based on reasonable suspicion. The Village shall make available through its Employee Assistance Program a means by which the Employee may obtain referrals and treatment. All such requests shall be confidential and any information received by the Village, through whatever means, shall not be used in any manner adverse to the Employee's interests, except reassignment as described above.

In the event a non-probationary employee, for the second time, voluntarily seeks treatment, counseling or other support for an alcohol and/or drug-related problem, the Village Manager shall consider relevant factors in determining whether or not any adverse employment action is to be taken against the employee.

Section Eight Discipline. In the first instance that employees test positive on both the initial and confirmatory test for any drug other than supported prescribed drugs or are found to be under the influence of alcohol, they shall be subject to immediate discipline including either suspension, referral to the E.A.P. or discharge. Discipline may, in some instances, include a combination of the foregoing. Discipline less than discharge is conditional upon the employee:

- (a) Agreeing to appropriate treatment as determined by the physician(s) involved;
- (b) Discontinuing the abuse of drugs or alcohol;
- (c) Completing the course of treatment prescribed, including an "aftercare" group for a period of up to twelve (12) months;
- (d) Agreeing to submit to random testing during hours of work during the period of "aftercare" up to one (1) year's duration.

Employees are not allowed to voluntarily request the E.A.P. in lieu of discipline once tests have been ordered.

Employees who do not agree to or who do not act in accordance with the foregoing, or test positive a second time for the presence of drugs or alcohol during the hours of work shall be subject to immediate discharge without appeal through the grievance procedure.

The foregoing shall not be construed as an obligation on the part of the Village to retain an employee on active status throughout the period of rehabilitation if it is appropriately determined that the current use of alcohol or drugs prevents employees from performing their duties or whose continuance on active status would constitute a direct threat to the property or safety of others. Such employees shall use accumulated paid leave or take an unpaid leave of absence, pending treatment. The foregoing shall not limit the Village's right to discipline employees for misconduct provided such discipline shall not be increased or imposed due to alcohol or drug abuse.

Section Nine: Costs. The Village shall pay the full cost of all testing except the costs of confirmatory testing cited in Section 5, subsection 5 unless the confirmatory test is negative.

Section Ten: Notification. Any employee subject to drug/alcohol testing shall be given a copy of this policy prior to being tested.

APPENDIX "D"
SUBSTANCE ABUSE POLICY

REGARDING: DEPARTMENT OF TRANSPORTATION AND OMNIBUS TRANSPORTATION EMPLOYEE TESTING ACT OF 1991.

In addition to the provisions set forth in Appendix C, Drug and Alcohol Testing, the following applies to employees working in safety sensitive positions. In the case of conflict between the provisions contained in these two policies, the stricter policy shall prevail. This policy includes in an abbreviated form some of the many requirements of the federal law and applicable federal regulations dealing with alcohol and drug testing for employees in safety sensitive positions. Notwithstanding any omissions, all definitions of terms and all mandatory items relating to such alcohol and drug testing as imposed by federal law and applicable federal regulations regarding the Department of Transportation and Omnibus Transportation Employee Testing Act of 1991, shall be deemed to be part of this policy and to be incorporated herein by reference, and this policy shall be construed consistent with the complete body of laws and regulations applicable thereto, and such laws and regulations shall control over this policy to the extent of any inconsistencies or contradictions.

Section One: Purpose - The Village and the Union agree that the Federal Highway Administration recently added regulations on controlled substances, alcohol use and testing to the Federal Motor Carrier Safety Regulations in order to comply with the requirements of the Omnibus Transportation Employee Testing Act of 1991. Both parties agree that the primary purpose of this policy is to allow employees to receive treatment for these illnesses.

Section Two: Drugs covered under this policy shall include marijuana, cocaine, opiates, phencyclidine (PCP), and amphetamines or a metabolite of those drugs.

Section Three: Alcohol means the intoxicating agent in fermented and distilled liquors, including but not limited to beer, wine and whiskey, which, when consumed can produce intoxication.

Section Four: Testing shall include full-time or part-time employees working in safety sensitive positions and any person who applies for transfer to a safety sensitive function.

Section Five: The Village must provide to employees detailed information about the Village's alcohol and drug policy, the testing requirements, and how and where employees can get help for alcohol and drug abuse.

Section Six: Testing - Types of drug and alcohol testing required - The Village shall conduct the following types of testing in accordance with the procedures set forth in the DOT "Procedures for Transportation Workplace Drug Testing Programs" (49 CFR Part 40).

A Return to Duty:

The Village shall have follow-up testing for employees returned to work after positive test for drugs or alcohol of .04 or more. After such employees return to work they are subject to unannounced testing no less than six (6) times in the first twelve (12) months after returning to work. Follow up testing may be extended for up to sixty (60) months following return to duty.

B Random Testing:

The Village shall put all safety sensitive function employees in a "testing pool" to enable the Village to randomly select employees for unannounced drug testing. The Village shall randomly select employees for unannounced testing for the presence of alcohol, marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines or a metabolite of those drugs in an employee's system using a random number table or a computer-based number generator that is matched with an employee's social security number, payroll identification number, etc.

- Alcohol - 25% of all drivers tested on annual basis.
- Drugs - 50% of all drivers tested on annual basis.

Random drug/alcohol testing rates may be adjusted based on analysis of positive test results.

C Post-accident Testing:

The Village may test employees who perform a safety sensitive function who are involved in an accident while in a Village vehicle or operating Village equipment. In the event the Village chooses to test under these circumstances, the Village shall test for the presence of alcohol, marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines or a metabolite of those drugs.

D Reasonable Suspicion:

The Village shall test employees who perform a safety sensitive function who are reasonably suspected through observation of using alcohol or a prohibited drug. The Village shall test for the presence of alcohol, marijuana, cocaine, opiates, phencyclidine (PCP), and amphetamines or a metabolite of those drugs. At least one of the employee's supervisors, who shall be trained in detection of the possible symptoms of alcohol and drug use, shall substantiate and concur in the decision to test an employee who is reasonably suspected of alcohol or drug use. Supervisors must submit written reports of their observation within twenty-four (24) hours after said observation. A copy of the report must be forwarded to the Employee and to the Union Steward. Observations can only be made by a supervisor; not by third person reports. Such Supervisor must have at least sixty (60) minutes of training for alcohol misuse and at least an additional sixty (60) minutes of training on controlled substances use.

Section Seven: The Village cannot use Oak Park Police Department employees to perform random testing, return to duty testing or reasonable suspicion testing or post-accident testing except in the performance of their police duties.

Section Eight: An employee required to be tested will be transported to and from an appropriate collection facility to await completion of the collection procedure. Collection will be done on the Employee's shift. If employees are required to be tested outside of their shift, said employees will be paid in accordance with Article 23 (Hours of Work) of the current Bargaining Agreement.

Section Nine: Alcohol testing shall be done by breath testing using evidential breath testing devices (EBT) approved by the National Highway Traffic Safety Administration (NHTSA).⁵ Two breath tests are required to determine if a person has a prohibited alcohol concentration. A screening test is conducted first. Any result less than 0.02 alcohol concentration is considered a "negative" test. If the alcohol concentration is 0.02 or greater, a second or confirmation test must be conducted. Only a breath alcohol technician (BAT) can do any testing. The confirmation test, if required, must be conducted using an EBT that prints out the results, date and time, a sequential test number, and the name and serial number of the EBT to ensure the reliability of the results.

Section Ten: Drug testing is a two-stage process. First, a screening test is performed. If it is positive for one or more of the drugs referred to in this appendix, then a confirmation test is performed for each identified drug using gas chromatography/mass spectrometry (GC/MS) analysis. Employees shall provide the testing facility a list of all medications prior to this testing process.

Section Eleven: All specimen collection for drug tests must include split specimen procedures. If the analysis of primary specimen confirms the presence of illegal, controlled substances, the Employee has seventy-two (72) hours to request the split specimen be sent to another Department of Health and Human Services (DHHS) certified laboratory for analysis. Any testing requested by the employee shall be at the employee's expense.

Section Twelve: All drug test analysis shall be performed at laboratories certified and monitored by DHHS.

Section Thirteen: For drug tests, the following procedures will be followed:

- a. When the Employee arrives at the collection site, he/she shall provide positive identification to the collection site person. The collection site person shall ask the Employee to remove any unnecessary outer garments such as a coat or jacket that might conceal items or substances, which could be used to tamper with the specimen. The Employee shall be instructed to wash and dry his or her hands prior to

urination. After washing hands, the Employee shall remain in the presence of the collection site person and shall not have access to any water fountain, faucet, and soap dispenser, cleaning agent or any other materials, which could be used to adulterate the specimen. Toilet bluing agents shall be placed in toilet tanks wherever possible. Any other source of water shall be effectively secured or monitored to ensure that it is not used as a source for diluting the specimen.

- b. The Employee may provide his/her specimen in the privacy of a stall or otherwise partitioned area that allows for individual privacy. The collection site person shall provide the Employee with a specimen bottle or collection container, if applicable, for this purpose. The collection site person shall instruct the Employee to provide at least forty-five (45) milliliters of urine under the split sample method of collection. Thirty (30) milliliters shall be used as the primary specimen and at least fifteen (15) milliliters shall be used as the split specimen. If the Employee is unable to provide such a quantity of urine, the collection site person shall instruct the individual to drink not more than twenty-four (24) ounces of fluids and, after a period of up to two (2) hours, again attempt to provide a complete sample using a fresh collection container. The original insufficient specimen shall be discarded. If the Employee is still unable to provide an adequate specimen, the insufficient specimen shall be discarded, testing discontinued, and the Employer so notified. The Medical Review Officer (MRO) shall refer the individual for a medical evaluation to develop pertinent information concerning whether the individual's ability to provide a specimen is genuine or constitutes a refusal to test.
- c. Upon completion of the examination, the MRO shall report his or her conclusions to the Employer in writing. Immediately after the specimen is collected, the collection site person shall measure the temperature of the specimen. The time from urination to temperature measure shall not exceed four (4) minutes. A specimen temperature outside the range of 32 - 38 C/90 - 100 F constitutes a reason to believe that the Employee has altered or substituted the sample. In such cases, the Employee supplying the specimen may volunteer to have his or her oral temperature taken to provide evidence to counter the reason to believe that the Employee may have altered or substituted the specimen. Whenever there is reason to believe that an employee has altered or substituted the specimen, a second specimen shall be obtained as soon as possible under the direct observation of the collection site person. If the Employee refuses to provide a second specimen, the test shall be deemed positive.

Section Fourteen: There shall be a strict chain-of-custody for all samples. Specimen containers shall be sealed and labeled in the presence of the Employee immediately after providing the sample. The Employee shall write his/her social security number across the labeled containers.

Section Fifteen: All drug test results shall be reviewed and interpreted by the Village's Medical Review Officer (MRO) before they are reported to the Village. The MRO shall be a licensed physician with knowledge of substance abuse disorders. The MRO shall examine alternative medical explanations for any positive test result. This action may include conducting a medical interview and review of the Employee's medical history, or review of any other relevant biomedical factors. The MRO shall give the Employee an opportunity to discuss the test result and provide any explanation for the test result before making a final decision.

If the MRO concludes that there is a legitimate explanation for a confirmed positive test, the MRO shall report the test result as negative to the Village.

Section Sixteen: Consequences of positive drug test results or alcohol reading of .02 or more: Alcohol test results from .02 or more, but less than .04, will result in removal from service until the start of the Employee's next regularly scheduled duty period, but not less than twenty-four (24) hours following administration of the test.

Consequences of a positive drug test or an alcohol test result of .04 or above: A safety sensitive employee must be removed from safety sensitive duty if he/she has a positive drug test result or an alcohol test result of .04 or above. A removal for a positive drug test cannot take place until the MRO has interviewed the Employee and determined that the positive drug test resulted from the unauthorized use of a controlled substance.

An employee cannot be returned to safety sensitive duties until he/she has been evaluated by a substance abuse professional, complied with recommended rehabilitation, and has a negative result on a return-to-duty alcohol and drug test. Employees must follow the treatment recommended. After a return to duty, follow-up testing to monitor the Employee's continued adherence to the requirements of rehabilitation program regarding alcohol and/or drug use may be required. Refusal to test shall be grounds for termination. Referral and evaluation is not required for employees who refuse to test.

Section Seventeen: The Employee Assistance Program (EAP) under this Policy shall be consistent with the Village's current substance abuse rehabilitation program. If employees are referred to an EAP and a program of treatment or rehabilitation is recommended, they shall be required to use accrued paid sick leave, accrued remaining vacation and accrued compensatory time. If all accrued paid leave has been exhausted, the employee may be placed, at the discretion of the Village Manager, on unpaid leave. If placed on unpaid leave, the employee will continue to be responsible for payment of employee's portion of healthcare and life insurance premiums while the employee is on such unpaid leave. The employee will not accrue sick leave or vacation while on such unpaid leave. During any such unpaid leave, the Village shall continue to pay its portion of health benefits, provided that the Village's obligation shall not extend past-six (6) months after the date the Employee was referred to the EAP.

Section Eighteen: The Village shall pay all costs regarding the screening tests. The costs of treatment and rehabilitation on any referral for an employee who receives a positive drug test result or an alcohol test result of .04 or above shall be paid consistent with the Village's current substance abuse rehabilitation policy.

Section Nineteen: Employee alcohol and drug testing results and records are maintained under strict confidentiality by the Village, the drug testing laboratory, and the medical review officer. Such testing results or records cannot be released to others without the written consent of the Employee. Exceptions to these confidentiality provisions are limited to (i) DOT agencies when license or certification actions are required, and (ii) a decision maker in arbitration, litigation or administration proceedings, including disciplinary hearings, arising from a positive alcohol or drug test. Employee testing results and records may also be used for statistical records and reports prepared and maintained by the Village and drug testing laboratories. This information is aggregated data and is used to monitor compliance with the rules and to assess the effectiveness of the drug testing programs.

Section Twenty: An employee with or without the Union shall have the right to file a grievance pursuant to this policy. Any employee will have the right to review and/or obtain a copy of their records from the Village.

Section Twenty One: Should any provision in this Policy be held or become unlawful because of a change in the applicable statute and/or regulations, or because of a decision or opinion of any court or administrative agency of competent jurisdiction, or by mutual agreement of the parties, such provision shall be automatically terminated. In that event, all other provisions of this Policy shall remain in force and effect.

If replacement provisions for any such terminated provisions are deemed necessary by either the Village or the Union, they shall be the subject of immediate negotiations.

APPENDIX "E"
GUIDELINES OUTLINING
MERIT PAY SYSTEM

Section 1. Wage Adjustments: A performance appraisal will be conducted, presented and reviewed with the employee no later than December 15, 2008 and December 15, 2009 for merit increases effective February 2, 2009 (0.25%), January 1, 2010 (1.00%) respectively.

Section 2. Performance Evaluations: The purpose of a performance evaluation for an employee is to measure the employee's performance against the job specification and performance requirements to the position that the incumbent is filling. It is an indication of how well an employee is performing in meeting the department's performance standards. It delineates areas of strengths and weaknesses and suggests possible ways of making improvements in areas where performance is below standard.

Employees shall receive performance evaluations at the end of their probationary periods and at least annually thereafter, even if the maximum salary rate for the classification has been reached. Once an employee achieves regular status, the employee's performance is evaluated at least once a year. Additional evaluations may be made between these required evaluations as necessary.

During the probationary period, the performance evaluation is used as the last phase of an individual's examination process. An overall rating of meets expectations must be received on the final probationary evaluation in order for the employee to achieve permanent status.

Employees shall be evaluated by their immediate supervisors. The performance evaluation shall be reviewed by the next higher level supervisor. The immediate supervisor shall discuss the performance evaluation with the employee. In the event the employee is transferred from one supervisory work unit to another supervisory work unit or in the event the employee's present supervisor is transferred, the former supervisor shall, if possible, provide the current supervisor with an evaluation of the employee's work for the period the employee was under the former supervisor. This evaluation shall be considered in preparing the annual performance evaluation. If in the event the immediate supervisor leaves the employment of the employer prior to conducting performance evaluations, the next higher level supervisor will evaluate all affected employees.

Employees shall have the opportunity to provide comments to be attached to the performance evaluation. The employee shall sign the evaluation and that signature shall only indicate that the employee has read the evaluation. The signature line includes a place where employees may check a box indicating whether they agree or disagree with the evaluation. A copy shall be provided to the employee at the time that the supervisor discusses the evaluation with the employee.

If there are any changes or recommendations to be made in the evaluation as a result of the employee/supervisor discussion, a revised evaluation will be prepared and so noted. The employee shall sign the revised evaluation, which again only indicates that the employee has read the evaluation. A copy of the revised evaluation shall be provided to the employee at this time.

All written comments provided by employees within thirty (30) days of the evaluation shall be attached to the performance evaluation.

Performance evaluations are neither grievable nor arbitrable under this Agreement nor shall they be used for layoffs.

The work performance of each employee is to be rated on all of the rating factors on the appropriate form. Each of these factors has been found to be of critical importance in determining successful job performance for employees.

Individual rating factors and overall ratings of unsatisfactory must be substantiated in the comments section, as well as suggestions or plans for improved performance in those areas.

Definition of Ratings

An overall rating of exceeding or meeting standards means that the employee's work performance is acceptable and will result, where pertinent, in receipt of a merit salary increase or a status change from a probationary to regular employee.

A factor rating of unsatisfactory or below standards means that this part of the employee's work performance is frequently below the level of a competent worker in the position and that effort should be made to improve. An overall rating of unsatisfactory or below standards means the employee's work performance is inadequate and may result in the loss or delay of the merit salary increase or a failure to complete probation and termination of probationary employment.

Section 3. Performance Increases: Salary administration shall be based upon a performance-based system. Employees shall be granted an annual performance pay increase on their eligibility date and thereafter if the employee's performance has exceeded expectations. Employees who do not receive an annual performance pay increase shall receive timely notice that performance does not meet the required level to merit a performance pay increase. "Timely" shall be a reasonable amount of time, taking into consideration the employee's specific alleged specific level of performance. Such notice shall provide the employee with adequate opportunity to correct noted deficiencies prior to the end of the evaluation period.

Performance ratings shall guide supervisors and department heads in determining whether or which level of advancement have been earned and should be granted to the employee.

Section 4 Denial of Performance Increases: The employer may withhold performance increases if they are not merited. The employer shall keep employees informed about their job performance, giving good work its proper recognition and any unsatisfactory work all possible guidance and assistance toward improvement as noted in Section 3.

The employer shall give notification, in writing, of withholding of merit increases or step advancements to all employees at least fifteen (15) days prior to the employee's eligibility date. When the performance increase is to be withheld, the reasons therefore shall be given in writing and will be subject to "just cause" standards.

Any complaint for denial of annual merit pay increases will be processed under the EMPLOYEE COMMUNICATION PROCEDURE of the Personnel Manual.

Section 5. Performance-based Pay:

Performance-based pay shall use the following criteria:

- (a) Classification specifications developed and promulgated by the employer;
- (b) An individual position description, reduced to writing;
- (c) Written memorandum, including letters of instruction, when necessary;
- (d) Disciplinary action.

In addition to the above criteria, pursuant to Article VI of this agreement a joint labor-management committee will discuss standards to measure employee performances. The performance standards and the annual performance evaluations are the factors upon which an employee's performance is judged and upon which performance pay decisions are determined.

APPENDIX "F"
MERIT PAY
AND
PERFORMANCE EVALUATION RATING

- Effective January 1, 2009 Increase, Merit-Based Pay as follows:

0%	=	Unsatisfactory (Overall Performance Rating of 2.00 or Less)
0%	=	Below Standards (Overall Performance Rating of 2.00 to 2.99)
0%	=	Meets Standards (Overall Performance Rating of 3.00 to 3.99)
0.25%	=	Exceeds Standards (Overall Performance Rating of 4.00 Above)

- Effective January 1, 2010 Increase, Merit-Based Pay as follows:

0%	=	Unsatisfactory (Overall Performance Rating of 2.00 or Less)
0%	=	Below Standards (Overall Performance Rating of 2.00 to 2.99)
0%	=	Meets Standards (Overall Performance Rating of 3.00 to 3.99)
1.00%	=	Exceeds Standards (Overall Performance Rating of 4.00 Above)

END OF CONTRACT

STATE OF ILLINOIS
ILLINOIS LABOR RELATIONS BOARD
STATE PANEL

A1
Exhibit D

Service Employees International Union, Local 73, and Village of Oak Park, and International Association of Machinists and Aerospace Workers,	Petitioner Employer Incumbent	Type of Election: Stipulated Case No. S-RC-12-001
--	---	--

CERTIFICATION OF REPRESENTATIVE

An election having been conducted in the above matter under the supervision of the Illinois Labor Relations Board in accordance with the Rules and Regulations of the Board; and it appearing from the Tally of Ballots that a collective bargaining representative has been selected; and no valid objections having been filed to the Tally of Ballots furnished to the parties, or to the conduct of the election, within the time provided therefor;

Pursuant to authority vested in the undersigned by the Illinois Labor Relations Board, IT IS HEREBY CERTIFIED that a majority of the valid ballots have been cast for

Service Employees International Union, Local 73

and that, pursuant to Sections 6(c) and 9(d) of the Illinois Public Labor Relations Act, the said labor organization is the exclusive representative of all the employees in the unit set forth below, found to be appropriate for the purposes of collective bargaining with respect to rates of pay, wages, hours of employment, or other conditions of employment.

UNIT:

Included: All employees of the Village of Oak Park in the titles of Account Clerk I, Account Clerk II, Administrative Assistant (Health), Administrative Clerk, Administrative Secretary, Animal Control Officer, Building Inspector, Business License Officer, Cashier, Central Supply Clerk, Community Development Technician, Community Relations Coordinator, Customer Service Representative, Diversity Assurance Technician, Engineering Technician I, Engineering Technician II, Grants Coordinator, Health Data Analyst, Health Educator, Maintenance Crew Chief, Parking Advocate, Parking Attendant, Parking Enforcement Officer, Parking Lot Patroller, Parking Meter Technician, Parking Restrictions Coordinator, Permits Clerk, Police Records Clerk, Property Maintenance Inspector, Public Health Programs Assistant, Public Services Dispatcher, Records Coordinator, Sanitarian, Senior Administrative Clerk, Senior Community Relations Representative, Senior Housing Inspector, Senior Police Records Clerk, Systems Analyst, Technical Support Specialist, Urban Forestry Technician I, Urban Forestry Technician II, Urban Planner, Utility Inspector, Water Meter Reader, and Zoning Administrator.

Excluded: All other employees of the Village of Oak Park; all other supervisory, managerial, professional, short-term and confidential employees as defined by the Act.

Issued at Springfield, Illinois, October 4, 2011.

ILLINOIS LABOR RELATIONS BOARD
STATE PANEL


John F. Brosnan, Executive Director

STATE OF ILLINOIS
ILLINOIS LABOR RELATIONS BOARD
STATE PANEL

Service Employees International Union,
Local 73,

Petitioner

and

Village of Oak Park

Employer

and

International Association of Machinists and
Aerospace Workers,

Incumbent

Type of Election: Stipulated

Case No. S-RC-12-001

DATE OF
MAILING: October 4, 2011

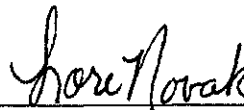
AFFIDAVIT OF SERVICE

I, Lori Novak, on oath, state that I have served the attached **CERTIFICATION OF REPRESENTATIVE** issued in the above-captioned case on each of the parties listed herein below by depositing, before 1:30 p.m., on the date listed above, copies thereof in the United States mail pickup at One Natural Resources Way, Lower Level Mail Room, Springfield, Illinois, addressed as indicated and with postage prepaid for first class mail.

Terrence Creamer
Franczek Radelet & Rose
300 S. Wacker Dr., Ste. 3400
Chicago, IL 60606

Gary Schmidt
IAMAW, AFL-CIO
1733 Park St., Ste. 100
Naperville, IL 60563

Wayne Lindwall
SEIU Local 73
300 South Ashland, Suite 400
Chicago, IL 60607

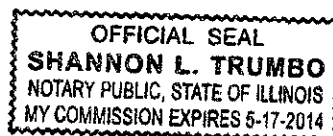


Lori Novak

SUBSCRIBED and SWORN to
before me, October 4, 2011



NOTARY PUBLIC

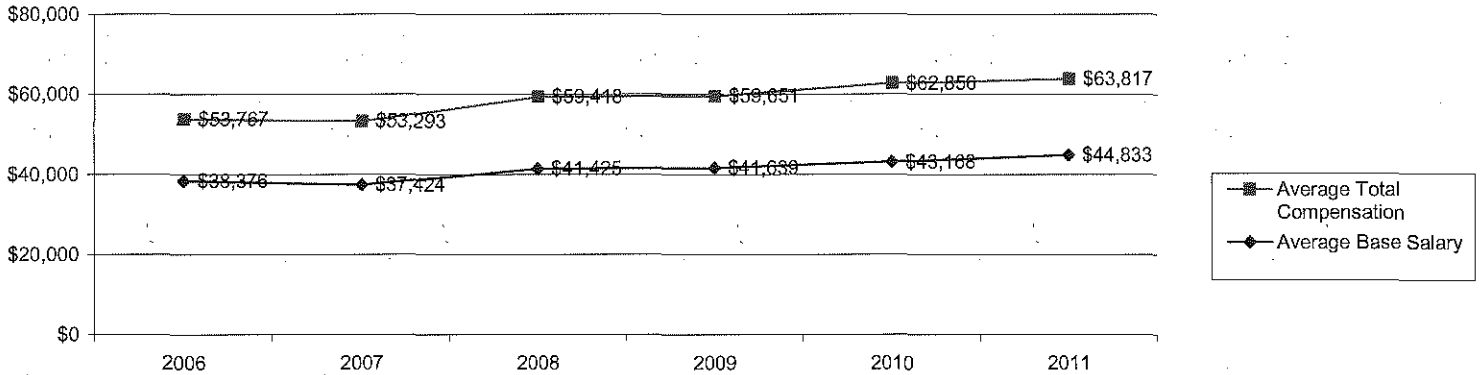


SEIU Total Compensation History 2006 - 2011

A 1
Exhibit E

	# EEs	Base Salary	Average Base Salary	Overtime	Total Wages	VOP-Paid IMRF	VOP-Paid FICA	Total VOP-Paid Wages & Pension	Average Wage & Pension Cost per SEIU EE	VOP-Paid Health Insurance	VOP-Paid Life & AD+D	TOTAL COMP	Average TOTAL COMP per SEIU EE
2006	100	\$3,837,616	\$38,376	\$283,997	\$4,121,613	\$348,688	\$315,303	\$4,785,605	\$47,856	\$586,848	\$4,200	\$5,376,653	\$53,767
2007	97	\$3,630,134	\$37,424	\$254,979	\$3,885,113	\$312,752	\$297,211	\$4,495,076	\$46,341	\$670,264	\$4,074	\$5,169,434	\$53,293
2008	91	\$3,769,652	\$41,425	\$230,078	\$3,999,730	\$397,173	\$305,979	\$4,702,883	\$51,680	\$700,344	\$3,822	\$5,407,049	\$59,418
2009	91	\$3,789,144	\$41,639	\$224,687	\$4,013,831	\$381,314	\$307,058	\$4,702,203	\$51,673	\$722,211	\$3,822	\$5,428,236	\$59,651
2010	79	\$3,410,243	\$43,168	\$190,395	\$3,600,638	\$388,869	\$275,449	\$4,264,956	\$53,987	\$697,365	\$3,318	\$4,965,639	\$62,856
2011	75	\$3,362,508	\$44,833	\$76,169	\$3,438,677	\$400,811	\$263,059	\$4,102,547	\$54,701	\$680,603	\$3,150	\$4,786,300	\$63,817

Average Total Compensation per Employee from 2006-2011





A1
Exhibit F

SEIU Benefits General Benefits Overview - June 2012

Full Time Employees

- Vacation:
 - Two weeks per year for the first five years of employment
 - Three weeks per year for the sixth - twelfth years of employment
 - Four weeks per year for the thirteenth – twentieth years of employment
 - Five weeks per year after the start of the twenty-first year of employment

- Hours worked are 37.5 per week, excluding the Forestry employees in Public Works Department who work a 40 hour work week.

- Parking Enforcement Officers received shift differential pay of \$0.25 per hour for the 4 p.m. to midnight shift and \$0.45 per hour for the midnight to 8 a.m. shift.

- Overtime is paid for work after 40 hours in the work week (even when vacation, sick time or paid holiday is used) and is paid at 1.5 times the hourly rate of pay, unless work is done on the seventh day of the work week, then it is paid at 2 times the hourly rate of pay.

- Employees may be called-in to work outside their normal work schedule, but a minimum of four hours pay is required at 1.5 times the hourly rate of pay.

- Employees receive the following paid holidays:
 - New Year's Day
 - Martin Luther King Day
 - President's Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
 - Day After Thanksgiving Day
 - ½ day off on Christmas Eve
 - Christmas Day
 - Birthday Holiday (floating)
 - 11.25 hours of Floating Holiday time

When a holiday falls on a Saturday, it shall be observed on the preceding Friday. When a holiday falls on a Sunday, it shall be observed on the following Monday.

- Employees asked to work a holiday are paid 2 times their hourly rate of pay in addition to the Holiday. For example, an employee who earns \$25 per hour will be paid \$75 per hour for time worked on a holiday (SEIU employee hourly rates of pay range from \$15.59 - \$37.61)

- Employees earn 13 days of sick leave per year which can be used for illness, doctor's appointments or for illness of a family member. Employees can accrue up to 240 days of paid sick leave (one year) and upon retirement use that time for one-year of service credit.

- Funeral Leave - Employees are allowed three consecutive days off with pay in the event of death of a member of the immediate family or household member.
- Employees receive the same group health insurance coverage as provided to all other Village employees. The Village offers multiple options as shown below:

Blue Cross Blue Shield PPO

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 113.06	\$ 536.04	83%
Single +1	\$ 204.22	\$ 1,055.08	84%
Family	\$ 273.48	\$ 1,540.06	85%

HMO Illinois

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 63.20	\$ 491.08	89%
Single +1	\$ 141.00	\$ 940.80	87%
Family	\$ 185.98	\$ 1,372.34	88%

Blue Cross Blue Shield PPO Legacy Plan

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 99.70	\$ 469.18	82%
Single +1	\$ 179.88	\$ 916.52	84%
Family	\$ 237.06	\$ 1,340.72	85%

HMO Blue Advantage

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 58.34	\$ 447.32	88%
Single +1	\$ 127.64	\$ 854.50	87%
Family	\$ 170.18	\$ 1,244.70	88%

Delta Dental PPO High Plan

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 36.68	0	0%
Family	\$ 105.30	0	0%

Delta Dental PPO Low Plan

	Employee Pays Monthly	Village Pays Monthly	Village %
Single	\$ 27.76	0	0%
Family	\$ 79.38	0	0%

- When working a half-day or more, an employee assigned to be a lead worker when the immediate supervisor is absent from work will receive compensation at 5% above their current rate for the actual hours worked as a lead worker.
- The Village provides a boot allowance of \$150 per year for those employees who must wear safety shoes.

- The Village provides uniforms for those employees who are required to be so attired. The may alternatively rent uniforms and provides for rental uniforms to be laundered.
- Subject to approval, employees may take a one-year unpaid leave of absence to pursue an educational course of study.
- Subject to approval, employees may take a thirty-day unpaid leave of absence for personal reasons.
- Subject to approval, employees may take an unpaid leave of absence to serve as a staff member of the labor union (time limitations are not defined by contract).
- Bumping rights exist, based upon seniority, in the event of layoff. The Village determines the job classification for which the employees skills and abilities allow them to bump into. The employee who bumped, is eligible for one year to be reinstated to any vacancy in their former position.

It is also noted, that by Statute, full-time employees contribute 4.5% of their total wages (base + overtime) to IMRF pension fund. In 2012, the Village was statutorily required to contribute 13.25% in "matching" funds.

Part-Time

- Vacation is earned after one year of continuous employment and the days allowed is determined by dividing the actual hours worked in the prior year by 2080 and the result is multiplied by 75 to obtain the hours of vacation to be awarded.
- Employees accrue 2 hours of sick leave each two-week pay period.
- Employees receive pro-rated holidays.
- Subject to approval, employees may take a one-year unpaid leave of absence to pursue an educational course of study.
- Subject to approval, employees may take a thirty-day unpaid leave of absence for personal reasons.
- Subject to approval, employees may take an unpaid leave of absence to serve as a staff member of the labor union (time limitations are not defined by contract).

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VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

A2

Item Title: Discussion of Village Service Delivery Options

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Interim Village Manager:



Cara Raylicek

Village Manager's Office:



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

The Village received a five-day notice of intent to strike from the Service Employees International Union (SEIU) Local 73 on June 25, 2012.

The Village remains hopeful that a collective bargaining agreement acceptable to both parties can still be agreed upon. However, the Village is committed to maintaining public service levels and as a result we are taking the necessary steps to ensure public services can continue to be delivered in the event of a labor union strike.

The Village Manager's Office has met with all department directors to review the work performed by members of the SEIU bargaining unit in the following areas:

- Building Property and Standards (clerical and inspectors)
- Community Planning (grants, planning and zoning)
- Housing Programs (accounting and construction management)
- Finance (clerical, accounting)
- Information Technology (systems analysts)
- Parking and Mobility Services (clerical and parking restrictions)
- Police (records/data entry, parking enforcement)
- Public Works (clerical, engineering and forestry)
- Public Health (clerical and inspections)
- Office of the Village Clerk (clerical, business licensing and records)

As a part of this meeting and discussion of strike contingency planning, the Village Manager's Office is also considering the impact on services of a labor action by employees. Therefore, it is recommended that the Village Board consider authorizing and directing the Interim Village Manger to take the steps necessary to secure replacements for striking employees.

Specifically, in the event of a strike, subject to Board approval to replace striking employees, a number of steps could be taken, including but not limited to:

- Acceptance of applications, interviews, and pre-employment screenings prior to hiring the most qualified replacements.

In regards to the hiring process for replacement employees, the Village Manager's Office and

Human Resources Office concur that the recruitment and oversight of the selection process should be outsourced. Specifically, it is recommended that the Village enter into a contract with a public sector staffing firm that specializes in placing professionals in local government positions on either a temporary or permanent basis.

Again, we are not seeking such authorization at the time of publication of this agenda item. However, in an abundance of caution and while negotiations are continuing with SEIU, authorization to move forward with the hiring of replacement employees is an item that requires discussion and consideration by the Village Board. In light of the receipt of a Five Day Notice of the Intent to Strike, contingency planning may require pre-authorization by the Village Board in advance of an actual labor action in order to ensure the continuation of public services to the community.

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

The purpose of this discussion is to present factual information regarding options available to the Village in order to provide public services during a labor union strike. It should be noted that the Five Day Notice on Intent to Strike dated June 25, 2012 by the SEIU states that there are three Unfair Labor Practice (ULP) charges pending against the Village and "therefore this will be a protected Strike." Two unfair labor practice charges were filed by the SEIU, not three—although one of the charges was amended. The two charges are currently under investigation by the Illinois Labor Relations Board. Therefore, it is inappropriate for the SEIU to characterize a potential strike as "protected."

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)

Employees who strike will be made aware of the following:

- Striking employees are not paid, except for compensation earned before the strike.
- Striking employees will not accrue paid time off (i.e. vacation, sick, etc).
- The Village is under no obligation to continue contributing to group health, dental and life insurance coverage and other benefits on behalf of striking employees. The Village will notify striking employees of the procedure for maintaining insurance coverage at his/her own expense.

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

Employees of the bargaining unit have the legal right not to strike and to continue to work.

Proposed Recommended Action: Discussion

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

F

Item Title: Resolution Authorizing the Formation of The Oak Park Downtown Districts Streetscape Committee with Membership as Recommended.

Resolution or Ordinance No. _____

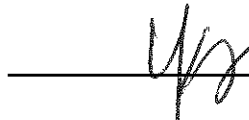
Date of Board Action: *July 2nd, 2012*

Staff Review:

Department Director Name:


Loretta Daly, Business Services Manager

Village Manager's Office:



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

At the March 15, 2012 regular meeting, the Board approved an agreement with the Lakota Group for design services related to the Lake Street Corridor of the Downtown Districts from Harlem to Euclid.

A group of staff and community members have been working with Lakota to develop the design. Consistent with past practice, staff is bringing the membership of this ad hoc planning committee to the Board for authorization.

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

Recognizing that the design committees for the two previous Downtown District planning projects were approved by the Board Staff is asking the Board to approve the membership of the Lake Street Planning Committee as recommended.

The attached document shows the proposed members of the committee, including representatives from The Avenue Business District, Downtown Oak Park, Historical Preservation Commission, the Community Design Commission, and Village Staff.

Intergovernmental Cooperation Opportunities:

N/A

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

No budget implications for this item.

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

- Approve the Committee as recommended
- Deny the Committee as recommended
- Deny the Committee as recommended and provide staff with instructions for alternative membership to be explored

Proposed Recommended Action: Approve Committee Membership as Recommended

RESOLUTION

AUTHORIZING THE FORMATION OF THE OAK PARK DOWNTOWN DISTRICTS STREETScape COMMITTEE WITH MEMBERSHIP AS RECOMMENDED

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 form the Downtown Districts Streetscape Committee with membership as recommended as attached hereto as Exhibit A and made a part of hereof.

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

ADOPTED this 2nd day of July, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me this 2nd day of July 2012

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

LAKE ST. STREETScape COMMITTEE

Commision Members

Community Design	Sharon Snook
Historic Preservation	Christina Morris
Historic Preservation Alternative	Tony Quinn

Association Reps.

Pat Zubak	Downtown Oak Park
Frank Heitzman	Downtown Oak Park
Terry McCollom	Downtown Oak Park
Mike Fox	The Avenue
Brandy Masoncup	The Avenue
Gary Niebolo	The Avenue

Staff

Cara Pavicek	Village Manager
John Wielibnicki	Public Works Direct.
Craig Failor	Village Planner
Bill McKenna	VOP Engineering Dept
Loretta Daly	Business Svcs Mgr

Project Consultants

Daniel Grove	Lakota
Scott Frerres	Lakota

Project Consultants (as needed)

Jill Velan	Parking
Jim Semelka	Forestry
K.C. Poulos	Sustainability

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

H

Item Title: Resolution Authorizing Execution of an Intergovernmental Agreement Regarding the Near West Suburban Housing Collaborative with the Village of Maywood Entering into an Independent Contractor Services Agreement For an Inter-Jurisdictional Housing Coordinator

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review: Tammie Grossman, Housing Programs Manager

Department Director Name: _____

T. Grossman

Village Manager's Office: _____

U/S

Item History (Previous Board Review, Related Action, History): The contract coming before the Board is a renewal of the Intergovernmental Agreement between the Village of Oak Park, and the other near west suburban communities of Maywood, Berwyn, Broadview, Forest Park and Bellwood (collectively, with Oak Park, the "Member Communities"), and the Metropolitan Planning Council and the Metropolitan Mayors Caucus. Significant changes to the contract include the length of time of the contract and the references to the HUD Sustainable Communities Challenge Grant.

The West Cook County Housing Collaborative (the "Collaborative") was created by the municipalities for the purpose of the Collaborative to obtain Neighborhood Stabilization Program ("NSP") Funds and other funds to use in furtherance of the housing goals in the Member Communities. Since 2009, the Member Communities applied to the Chicago Community Trust and the Grand Victoria Foundation for funding to hire a consultant to act as the coordinator for the communities. The Collaborative hired IFF, a non-profit community development financial institution, to act as the coordinator.

In the past two years that IFF has been coordinator, they worked successfully with the City of Berwyn to implement a state award of NSP funds, and applied to Cook County on behalf of the Collaborative for Cook County NSP funds. IFF, on behalf of the Collaborative was awarded \$3.1 million for multi-family acquisition and rehab and single family acquisition and rehab. NSP funds were used to acquire and rehab a 22 unit multi-family building in Maywood and three single family homes in Bellwood. In the Fall of 2011, IFF on behalf of the Collaborative received \$4.2 million from the Illinois Department of Commerce and Economic Opportunity (DCEO) to acquire, rehab and sell foreclosed homes in the member communities. In the Fall of 2011, the Village of Oak Park on behalf of the Collaborative received \$2.9 million from the HUD Sustainable Communities Challenge Grant to update the Comprehensive Plans for Oak Park, Bellwood, Forest Park and Maywood and to create a revolving loan fund to finance

revolving loan fund to finance transit oriented development in the member communities. IFF has agreed to match the revolving loan fund with an additional \$1million of private investment. IFF is receiving funds under both the DCEO and HUD to administer these projects

In the spring of 2012, the member communities applied to and received from the Chicago Community Trust (CCT) an additional \$40,000 to continue to hire IFF as a coordinator for the Collaborative for a fourth year. The Grand Victoria Foundation funding expires on September 30, 2012 and we will be asking for a renewal of that grant for \$40,500. We should have a decision in late summer. The Independent Contractor Services Agreement between Maywood and IFF will be signed after the award of funds from the Grand Victoria Foundation or if the funds are not awarded that provision will be removed prior to signing. The final grant amount will not place any additional financial burden on the Village.

The proposed contract is for the same time period of the HUD Sustainable Communities Challenge Grant and will expire on January 31, 2015 which will provide a framework for the communities to work together throughout the grant cycle. The member communities will continue to seek out additional sources of funding to maintain the Collaborative. IFF will work to implement the DCEO and HUD awards and will look at developing a long-term strategy to continue the work of the Collaborative. IFF will also help to identify additional sources of funding and opportunities to establish consistent and complimentary housing goals for the Member Communities. The Intergovernmental Agreement (IGA) creates a committee to oversee the work of the Coordinator and to ensure coordinated housing goals for the Member Communities. Trustee Colette Lueck is the Village of Oak Park's elected official representative and Housing Programs Manager, Tammie Grossman is the staff representative on the working group.

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

The United States Department of Housing and Urban Development (HUD), the Department of Transportation (DOT) and the Environmental Protection Agency (EPA) have publicly stated that intergovernmental cooperation will be considered in making decisions related to funding for housing activities. By entering into the IGA, the West Cook Collaborative area has been able to secure over \$11 million in funding for housing activities for the sub-region. Additionally, the Collaborative was able to receive technical assistance from the Chicago Metropolitan Agency for Planning (CMAP) for the Homes for a Changing Region report.

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 Collaborative is an example of sub-regional cooperation bringing more funding into the member municipalities than if we were not working collaboratively.

Item Budget Commentary: (Account #; Balance; Cost of contract) There is no financial impact other than staff time to participate in the Working Group.

Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why): Not participating in the Collaborative would mean that the member communities would lose the funding previously secured.

Proposed Recommended Action: Approve the Motion

**RESOLUTION AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL
AGREEMENT REGARDING THE WEST COOK COUNTY HOUSING
COLLABORATIVE**

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 President and Village Clerk are hereby authorized and directed to execute *The Intergovernmental Agreement - West Cook County Housing Collaborative* which Agreement shall be in substantial conformity with the Agreement 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 2nd day of July 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 2nd day of July 2012 .

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

**INTERGOVERNMENTAL AGREEMENT
WEST COOK COUNTY HOUSING COLLABORATIVE
2012-2015**

THIS INTERGOVERNMENTAL AGREEMENT (the "Agreement") is entered into by and between the Village of Bellwood ("Bellwood"), the City of Berwyn ("Berwyn"), the Village of Forest Park ("Forest Park"), the Village of Maywood ("Maywood"), and the Village of Oak Park ("Oak Park")(collectively, the "Member Municipalities"), all being Illinois municipal corporations, for the purpose of setting forth the terms and conditions of the parties' participation in the West Cook County Housing Collaborative ("the Collaborative").

RECITALS

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et. seq.*, authorize units of local government to enter into agreements to exercise, combine or transfer any power or function not prohibited to them by law or ordinance, and to enter into agreements for the performance of governmental services, activities or undertakings; and

WHEREAS, the corporate authorities of the Member Municipalities desire to plan for and implement activities to address housing and housing-related issues; and

WHEREAS, the corporate authorities of the Member Municipalities find that it is in their best interests to address housing and housing-related issues on a regional basis using a collaborative, intergovernmental approach as set forth in this Agreement; and

WHEREAS, the Member Municipalities have previously entered into an Intergovernmental Agreement establishing the Collaborative and have been successful in obtaining grant funds to further the goals of the Collaborative in addressing housing and housing-related issues; and

WHEREAS, the Member Municipalities find that it is in their best interest to continue the work of the Collaborative.

NOW THEREFORE, in consideration of the foregoing and the mutual covenants and promises contained below, the Member Municipalities agree to continue the existence of the West Cook County Housing Collaborative in accordance with the terms and conditions set forth herein:

I. INCORPORATION OF RECITALS

The Recitals of this Agreement are hereby incorporated by reference into this Agreement as if fully set forth herein.

II. PARTICIPANTS

The Parties to this Agreement are the Member Municipalities. However, the work of the Collaborative relies on the support and assistance of the Metropolitan Mayors Caucus ("MMC") and the Metropolitan Planning Council ("MPC"), and the other entities listed below, engaged by separate contract (collectively, with the Member Municipalities, the "Participants."):

- A. The MMC and MPC have agreed to provide staff support and technical assistance particularly related to assisting IFF, at no charge to the Collaborative

or the Member Municipalities. MMC, as recipient of the Consultant Grant Funds from the Consultant Funding Sources, agrees to act as fiscal agent for those Grant Funds, distributing the Funds in accordance with the invoice approval process set forth in Section VI(A)(2) below.

- B. IFF is a not for profit real estate and housing consultant dedicated to strengthening nonprofits and the communities they serve. IFF has been retained by the Village of Maywood, by independent contractor agreement which agreement relies on grant funds (the "Consultant Grant Funds") received from the Chicago Community Trust and the Grand Victoria Foundation, (the "Consultant Funding Sources") which Consultant Grant Funds are administered by the Metropolitan Mayor's Caucus.
- C. Each Member Municipality has agreed to absorb the already incurred and future internal administrative costs for their own employees' time and miscellaneous costs and expenses associated with creating and implementing projects undertaken by the Member Municipalities pursuant to this Agreement. Except for matching funds required under the HUD SCC Grant, the Member Municipalities are not required to dedicate any other funds to the projects set forth in this Agreement. Any funding requirements must be specifically approved in writing by the corporate authorities of the Member Municipality.
- D. Funding agencies identified in this Agreement, but only to the extent the grant agreements by which they provide funding call for their participation in the funded projects.

III. GRANTS

The work of the Participants will be largely funded by grants obtained by the Participants on behalf of the Collaborative, with matching funds provided by Member Municipalities as required by any Grant Agreement and consented to by the applicable Member Municipality. To date, the following grants have been obtained:

- A. The MMC has obtained the Consultant Grant Funds from the following Consultant Funding Sources which Grant Funds are dedicated to funding the services of IFF:
 - 1. The Grand Victoria Foundation, and
 - 2. The Chicago Community Trust.
- B. The Village of Oak Park received, on behalf of the Member Municipalities, a Sustainable Communities Challenge Grant from the U.S. Department of Housing and Urban Development in the amount of \$2,916,272 (the "HUD SCC Grant"). The HUD SCC Grant was awarded by a Cooperative Agreement which, together with all its attachments, is attached hereto as **Group Exhibit A** and made a part hereof.

The Participants will continue to seek out and apply for additional grants for the purpose of supporting the on-going inter-jurisdictional work of the Collaborative.

IV. ESTABLISHMENT OF STEERING COMMITTEE

The work of the Collaborative has been and will continue to be overseen by a Steering Committee (the "Steering Committee"), made up of two representatives from each Member Municipality, one an elected official and the other a staff member, both appointed by the Mayor or Village President of each Member Municipality.

Maywood's Director of Community Development shall act as chairperson of the Steering Committee and principal liaison between IFF and the Steering Committee. The Village of Oak Park's Housing Programs Manager will act as co-chair, and will serve in the absence of Maywood's Director of Community Development. The Oak Park Housing Programs Manager will act as liaison between the Steering Committee and HUD.

No Member of the Steering Committee shall receive compensation for service on the Steering Committee, other than the compensation the member ordinarily receives from his or her employing Municipality.

The Steering Committee shall be subject to and shall be governed by the terms of this Agreement and by any By-Laws adopted by the Steering Committee and amended from time to time. In the event of a conflict between this Agreement and the Bylaws, the terms of this Agreement shall control the creation and operation of the Steering Committee.

Neither the Collaborative nor the Steering Committee are intended to be legal entities separate and apart from the individual Member Municipalities and have no power to contract or take any other legally binding action.

V. DUTIES OF STEERING COMMITTEE

A. Duty to Act in Accordance with Grants

The work of the Steering Committee and the work of IFF shall conform to the requirements of any grant agreements which provide funding to or on behalf of the Collaborative, to IFF, or to any other Participant in furtherance of the goals of the Collaborative, and shall be consistent with the Homes for a Changing Region report dated April 2012. However, at the conclusion of any particular grant funding, the Committee will continue to exist and will operate according to the rules of any other funding agreements that may be entered into.

B. Duties regarding IFF

The Steering Committee is charged with the responsibility of overseeing the work of IFF whose duties are described in the Village of Maywood/IFF Independent Contractor Services Agreement attached hereto and made a part hereof as **Exhibit B** ("IFF Services Agreement") and in the Village of Oak Park – IFF Cooperative Agreement.

1. Supervise and Coordinate IFF's Services

The Steering Committee will direct, oversee and cooperate with IFF in carrying out the services in the Independent Contractor Services Agreement, the Cooperative Agreement and any other services IFF will provide under other grants received in the future.

2. Identify Additional Projects

The Steering Committee will work with the IFF and the other Participants to identify additional projects and priorities to be undertaken by the Collaborative pursuant to grant funds either previously received or to be received by any Participant under this Agreement.

3. Invoices and Funding Sources

The Steering Committee will review and approve all IFF invoices. Because the Steering Committee is not a legal entity, it shall have no responsibility for the payment of any invoices.

The Village of Maywood will submit approved IFF invoices to MMC as the fiscal agent of the Consultant Funding Sources.

The Village of Oak Park will submit approved IFF invoices to HUD for any services performed under the Cooperative Agreement.

Other payment arrangements to IFF may be developed if any other Member Municipality secures additional grant funds for that purpose on behalf of the Collaborative. Such alternative payment arrangements must be approved by the Steering Committee.

C. Quarterly Meetings

The Steering Committee or its designee will meet with IFF, MMC and any necessary grant funding agency representatives no less than once per quarter to: a) review the status of the projects coordinated by IFF; b) to evaluate IFF's performance based on certain benchmarks which the Steering Committee, together with MMC, will determine; c) to evaluate the status of projects undertaken by the Member Municipalities pursuant to grant funds received under this Agreement; and d) to evaluate IFF's performance with respect to the terms of the grants funding such projects and any grant agreements providing Consultant Funding Sources.

D. No Contracting Authority

The Steering Committee, like the Collaborative, is not a legal entity, and as such shall not have the authority to contract nor shall it incur any liability or be bound by the terms of any service contract or grant agreement. Member Municipalities shall only be contractually bound by agreements expressly authorized and approved by the governing body of a Member Municipalities.

VI. PROJECTS

Using the grant funds noted above, the Participants will undertake the following projects in furtherance of the goals of the Collaborative:

A. Retain Consultant

1. Maywood – IFF Agreement

The Village of Maywood, on behalf of the Member Municipalities, using Consultant Grant Funds received from the Consultant Funding Sources, has retained IFF to provide administrative assistance and guidance to the Collaborative and to perform other services as described in the IFF Services Agreement, attached hereto as **Exhibit B**.

2. Payment Process

IFF will submit invoices for the services provided under the IFF Services Agreement to the chair of the Collaborative. The chairperson will distribute IFF's invoices to each of the Member Municipalities. If a Municipality has any objection to the invoice as stated, the Municipality must inform the Chair in writing within 7 days. If a majority of the Member Municipalities object to all or any portion of an invoice, the Chair will not forward

that portion of the invoice for payment. The Chair will forward to MMC, and direct the payment by MMC, as recipient of the Consultant Grant Funds and fiscal agent for the Consultant Funding Sources, only those invoices for which no objection is received from the majority of the Member Municipalities. MMC will not distribute the grant funds unless and until the Chair directs the payment.

Under no circumstances shall the Village of Maywood be responsible to pay IFF out of its own funds. All payments owed to IFF under this Agreement shall be made by, and are the sole responsibility of, MMC, as recipient of the Consultant Grant Funds and fiscal agent for the Consultant Funding Sources.

3. Oak Park - IFF Agreement

The Village of Oak Park, on behalf of the Member Municipalities has separately contracted with IFF under a Cooperative Agreement, to perform services under the HUD SCC Grant. IFF's services under the Cooperative Agreement will terminate on January 31, 2015, the expiration date of the HUD SCC Grant Cooperative Agreement. The services IFF will perform under the Cooperative Agreement are stated in that agreement. The Village of Oak Park will not be responsible to pay IFF out of its own funds. All payments owed to IFF under the Cooperative Agreement will be made using the HUD SCC grant funds and in the manner required by HUD as set forth in the Cooperative Agreement.

4. Additional Projects

IFF may be engaged to provide additional responsibilities if additional grant funds are obtained by and Participant.

B. Projects Undertaken Pursuant to HUD Sustainable Communities Challenge Grant

As noted above, the Village of Oak Park applied for and received, on behalf of the Member Municipalities, the HUD SSC Grant in the amount of \$2,916,272. If the terms of this Agreement conflict with the terms of the HUD SCC Grant Cooperative Agreement, any such conflict shall be resolved in favor of the terms of the Cooperative Agreement.

1. Comprehensive Plan Update

a. Develop Plan

Using a portion of the HUD SCC Grant Funds, each Member Municipality except Berwyn will engage a Comprehensive Planning Consultant to develop and/or update their municipal comprehensive plan. Berwyn will develop its comprehensive plan using other funding sources. Each Member Municipality shall enter into a separate contract with a Comprehensive Planning Consultant chosen by the Member ("Planning Consultant"). Except for Berwyn, each Member Municipality must submit the name of their proposed Comprehensive Planning Consultant, the scope of work, and a copy of the proposed contract to the Village of Oak Park prior to engaging the Planning Consultant's services. Oak Park will forward the proposed contracts to HUD for approval. Failure to obtain prior HUD approval of the proposed contract prior to award may result in HUD denying funding for the contract.

As part of the development and/or update of their respective comprehensive plans, the Member Municipalities, including Berwyn, will collaborate to include regional strategies for transit oriented development and affordable housing. The Village of Oak Park has

contracted with Envision Sustainability Tools, Inc., under a separate Cooperative Agreement to determine community support for sub-regional priorities.

b. Funding and Payment Process

The HUD SCC Grant dedicates the following funds to the development and/or update of the Comprehensive Plans:

Village of Oak Park:	\$200,000
Village of Bellwood:	\$100,000
Village of Maywood:	\$100,000
Village of Forest Park:	\$100,000

Each of those Member Municipalities agree to provide matching funds as listed on the HUD 424-CBW, Total Budget Summary referenced on the face of the HUD-1044 and incorporated into Group Exhibit A.

Each of the Member Municipalities shall submit monthly invoices to the Village of Oak Park documenting the comprehensive planning services completed. Invoices must include the hours worked per task and otherwise comply with all HUD billing and payment requirements, including the use of HUD forms if required by HUD. The monthly invoices shall also state the amount each municipality has provided in matching funds for the quarter. Each Member Municipality is required to review and approve the invoices prior to submitting the invoice to Oak Park for HUD approval and payment.

All comprehensive plan services will be paid using HUD SCC Grant funds in accordance with HUD invoicing guidelines. The Village of Oak Park will review the monthly invoices and submit them to HUD for approval and payment. Upon Village of Oak Park and HUD approval of the expenditures, HUD will provide the Village of Oak Park with sufficient funds to cover the invoices. The Village of Oak Park will remit those funds to the invoicing municipality within thirty (30) days.

Should HUD deny the expenditures set forth in the monthly invoice, the Village of Oak Park, acting strictly as the billing and payment coordinator of the HUD SCC Grant, is under no obligation to pay the Member Municipality or their Planning Consultant out of Village funds. The total amount for all services provided by the Planning Consultant in relation to the SCC Grant shall not exceed the amount as listed on the HUD 424-CBW, Total Budget Summary referenced on the face of the HUD-1044 and incorporated into Group Exhibit A.

2. Transit Oriented Development Fund

Using the HUD SCC Grant, IFF, working with the Collaborative, will develop a Transit Oriented Development Fund (TOD) in accordance with the terms of the HUD SCC Grant. IFF will match the HUD SCC funds with \$1,000,000 of IFF sourced funds dedicated toward the TOD project. IFF's services and the payment for those services related to the TOD Fund are governed by the Cooperative Agreement between the Village of Oak Park and IFF.

The Steering Committee will work with IFF to develop the Transit Oriented Development Fund program and specifications.

VII. MUTUAL RELEASE, HOLD HARMLESS AND WAIVER OF CLAIMS

Each Member Municipality, for itself and its elected or appointed officers and officials, president and trustees, mayor and commissioners, agents, volunteers, attorneys, engineers, representatives and/or employees agrees to waive, release, relinquish and hold harmless all of the other Member Municipalities, and their elected or appointed officers and officials, presidents and trustees, agents, volunteers, attorneys, engineers, representatives and/or employees, from any and all claims, actions, suits, injuries, damages, costs, expenses and liabilities each Member Municipality has, or may have, individually, jointly or severally, and which arise directly or indirectly out of or in connection in any way with entering into this Agreement or entering into any agreement or contract pursuant to this Agreement, or from the performance or termination of this Agreement.

VIII. COOPERATION

The Member Municipalities enter into this Agreement in the interests of intergovernmental collaboration. As such, the Member Municipalities agree to work in good faith to achieve the objectives of this Agreement and to mutually resolve any disputes occurring or arising out of or during the term of this Agreement. The Member Municipalities agree to do all things reasonably necessary or appropriate to carry out the terms, provisions and objectives of this Agreement.

IX. WAIVER

The waiver by any Member Municipality of any breach or violation of any provision of this Agreement shall not be deemed to be a waiver or a continuing waiver of any subsequent breach or violation of the same or any other provision of this Agreement.

X. DEFAULT/BREACH AND REMEDY

The failure or refusal by any Member Municipality to comply with any of its obligations shall constitute a default under this Agreement.

If any Member Municipality defaults or breaches in the performance of any of its obligations under this Agreement, a non-breaching Member Municipality shall give the breaching Member Municipality written notice of such default/breach, and if the breaching Member Municipality does not cure the default/breach within fifteen (15) days after the giving of such notice, (or if such default is of such nature that it cannot be completely cured within such period, if the breaching Member Municipality does not commence such curing within fifteen (15) days and thereafter proceed with reasonable diligence and in good faith to cure such default/breach), then the non-breaching Member Municipality may terminate the Breaching Member Municipality's participation in this Agreement. Upon termination of this Agreement, the Member Municipality shall have the ability to pursue all available legal rights and remedies in court to assert or protect its rights.

Should any dispute arising out of this Agreement lead to litigation, the prevailing Member Municipality shall not be entitled to recover its costs of suit or attorneys' fees.

XI. NOTICES

All notices, demands, requests or other writings which any Member Municipality is required to, or may wish to, serve upon any other Member Municipality in connection to this Agreement shall be in writing and shall be deemed given (a) upon delivery, if personally delivered or if sent by e-mail or facsimile transmission, to the Member Municipalities to be given such notice or other communication; (b) on the third business day following the date of deposit in the United States mail, if such notice or other communication is sent by certified or registered mail with return

receipt requested and postage thereon fully prepaid; or, (c) on the business day following the day such notice or other communication is sent by reputable overnight courier, to the following:

- If to the Village of Bellwood:* Village of Bellwood
Office of the Village Attorney
3200 Washington Boulevard
Bellwood, Illinois 60104
- If to City of Berwyn:* City of Berwyn
Office of the City Attorney
6700 West 26th Street
Berwyn, Illinois 60402
- If to the Village of Forest Park:* Village of Forest Park
Office of the Mayor
517 Desplaines Avenue
Forest Park, Illinois 60130
- If to the Village of Maywood:* Village of Maywood
Office of the Village Manager
40 Madison Street
Maywood, IL 60153
- If to Village of Oak Park:* Village of Oak Park
Office of the Village Attorney
123 Madison Avenue
Oak Park, Illinois 60302

Any Member Municipality may change the address at which it desires to receive notice upon giving written notice of such request to the other Member Municipalities in the manner herein specified.

XII. GENERAL

A. After approval by the respective corporate authorities, this Agreement shall be binding on each Member Municipality and its respective successors, including successors in office.

B This Agreement shall be deemed and construed to be the joint and collective work product of the Member Municipalities and, as such, this Agreement shall not be construed against a Member Municipality, as the otherwise purported drafter of same, by any court of competent jurisdiction and order resolving any inconsistency, any ambiguity, vagueness or conflict in the terms or provisions, if any, contained herein.

C This Agreement creates no rights, title or interest in any person or entity whatsoever (whether a third party beneficiary thereof or otherwise) other than the Member Municipalities.

D. Nothing in this Agreement is intended or shall be construed as establishing a separate legal entity, or the relationship of principal and agent, partnership, or joint venture between or among the Member Municipalities, the Steering Committee or the Consultant. Each Member Municipality hereto shall retain the sole right to control its own employees and the

affairs and conduct of its employees and representatives shall be sole responsibility of the participating Member Municipality.

E. The Member Municipalities shall be under no obligation to exercise any of the rights granted to it in this Agreement except as it shall determine to be in the best interest of that certain Member Municipality as from time to time determined by its corporate authorities.

XIII. AMENDMENTS

No amendments, changes, modifications, alterations, or waivers of any term, provision or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Member Municipalities hereto as required by law.

XIV. ASSIGNMENT

This Agreement shall not be assigned by any Member Municipality.

XV. SEVERABILITY

The terms, conditions, and provisions of this Agreement shall be severable, and if any term, condition, or provision is found to be invalid or unenforceable for any reason whatsoever, the remaining sections, subsections, terms, conditions, and provisions shall remain in full force and effect, and shall not be effective by such determination, unless the Agreement can no longer be performed by any Member Municipality.

XVI. COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Facsimile signatures shall be sufficient unless an original signature is required by a Member Municipality. Reproduction of this Agreement and its signatures hereon shall be the equivalent of an original copy of this Agreement.

XVII. EFFECTIVE DATE

The Effective Date of this Agreement shall be 12:01 a.m. on July 16, 2012.

XVIII. TERM OF AGREEMENT

This Agreement shall be in full force and effect for a term of three (3) years commencing on the Effective Date of this Agreement, subject to early termination as set forth herein.

XIX. TERMINATION

This Agreement shall terminate upon the earlier of the expiration of the term, the expiration of the term of any Grant Agreement funding the projects, or upon mutual agreement of all of the Member Municipalities. Any Member Municipality may withdraw from this Agreement, at any time, upon at least thirty (30) days prior written notice to the other Member Municipalities and MMC of its intent to withdraw from this Agreement. Such notice will terminate the rights, duties and obligations of the withdrawing Member Municipality, effective on the withdrawal date specified in the notice or on the thirtieth day after receipt of the notice by the MMC or the Village of Maywood, whichever is later. If the withdrawing Member Municipality is in default under the Agreement at the time it issues the notice, then its right to participate and receive the benefits contained in the Agreement shall immediately terminate and the withdrawing Member Municipality shall still be obligated to cure the default. Withdrawal by a Member Municipality shall terminate only that Member Municipality's participation under the Agreement and shall not affect the other Member Municipalities or require an amendment to this Agreement.

IN WITNESS WHEREOF, the Member Municipalities hereto have executed this Agreement on the date as set forth below and herein described.

BY: _____ Date: _____
President
Village of Bellwood

ATTEST: _____
Village Clerk

BY: _____ Date: _____
Mayor
City of Berwyn

ATTEST: _____
City Clerk

BY: _____ Date: _____
Mayor
Village of Forest Park

ATTEST: _____
Village Clerk

BY: _____ Date: _____
Mayor
Village of Maywood

ATTEST: _____
Village Clerk

BY: _____ Date: _____
Village President
Village of Oak Park

ATTEST: _____
Village Clerk

REVIEWED AND APPROVED
AS TO FORM

JUN 26 2012
[Signature]
LAW DEPARTMENT

GROUP EXHIBIT A

SCC Grant

EXHIBIT B

Independent Contractor Services Agreement

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 Crossman, 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		12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse	
14. Assistance Amount		13. HUD Payment Office CFO Accounting Center Administrative Accounting Division, 6AFF, P.O. Box 901013, Fort Worth, TX 76101	
Previous HUD Amount	\$0.00	15. HUD Accounting and Appropriation Data	
HUD Amount this action	\$2,916,272.00	15a. Appropriation Number 861/30162	15b. Reservation number CCPIL0052-11
Total HUD Amount	\$2,916,272.00	Amount Previously Obligated	\$0.00
Recipient Amount	\$5,752,825.00	Obligation by this action	\$2,916,272.00
Total Instrument Amount	\$8,669,097.00	Total Obligation	\$2,916,272.00

16. Description

Employer Identification Number: 36-6006027

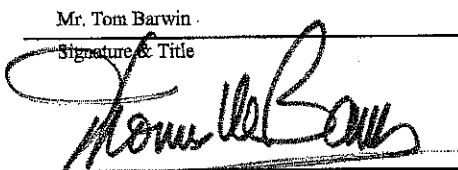
Program Code: CCP

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.

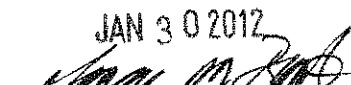
This grant instrument consists of the following, some of which are incorporated by reference:

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)

REVIEWED AND APPROVED
AS TO FORM

JAN 30 2012

LAW DEPARTMENT

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

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

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. "NOPP" 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 (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

Grant Application Detailed Budget Worksheet

Detailed Description of Budget		Estimated Cost	Percent of Total
Analysis of Total Estimated Costs			
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	7,318,739	97.2%
9	Other Direct Costs	56,985	0.8%
10	Indirect Costs	7,530,118	100.0%
	Total:		
	HUD Share:	2,272,651	
	(as percentage of HUD Share)		
	Match:	5,257,467	231.3%

Grant Application Detailed Budget Worksheet

Name and Address of Applicant: The Village of Oak Park, IL (on behalf of the West Cook County Housing Collaborative)

123 Madison St.

Oak Park, IL 60302-4272

(Exp. 03/31/2011)

Public reporting burden for this 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 provide it, 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 need to be confidential.

Category	Detailed Description of Budget (for full grant period)				HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
	Estimated Hours	Rate per Hour	Estimated Cost	Estimated Cost								
1. Personnel (Direct Labor)												
Position or Individual												
Housing Programs Manager	220	\$45.25	\$9,955	\$9,955		\$9,955						
Village Planner	168	\$69.11	\$11,610	\$11,610		\$11,610						
Business Services Manager	60	\$40.80	\$2,448	\$2,448		\$2,448						
Community Relations	60	\$51.17	\$3,070	\$3,070		\$3,070						
Sustainability Manager (environmental)	60	\$45.20	\$2,712	\$2,712		\$2,712						
Fire Chief	60	\$64.35	\$3,861	\$3,861		\$3,861						
Director Health Department	60	\$47.55	\$2,853	\$2,853		\$2,853						
Historic Preservation	60	\$32.60	\$1,956	\$1,956		\$1,956						
Assistant Village Manager	60	\$60.52	\$3,631	\$3,631		\$3,631						
Police Chief	60	\$68.15	\$4,089	\$4,089		\$4,089						
Director Public Works	60	\$71.38	\$4,283	\$4,283		\$4,283						
Zoning Officer	60	\$22.00	\$1,320	\$1,320		\$1,320						
CDBG Grant Administrator	20	\$40.30	\$806	\$806		\$806						
Chief Financial Officer	20	\$95.20	\$1,904	\$1,904		\$1,904						
Parking Manager	20	\$51.00	\$1,020	\$1,020		\$1,020						
Total Direct Labor Cost				\$55,519		\$55,519						
2. Fringe Benefits												
Housing Programs Manager	36.00%	Base	Estimated Cost			\$3,584						
Village Planner	36.00%	\$11,610	\$4,180			\$4,180						
Business Services Manager	36.00%	\$2,448	\$881			\$881						
Community Relations	36.00%	\$3,070	\$1,105			\$1,105						
Sustainability Manager (environmental)	36.00%	\$2,712	\$976			\$976						
Fire Chief	36.00%	\$3,861	\$1,390			\$1,390						
Director Health Department	36.00%	\$2,853	\$1,027			\$1,027						
Historic Preservation	36.00%	\$1,956	\$704			\$704						
Assistant Village Manager	36.00%	\$3,631	\$1,307			\$1,307						
Police Chief	36.00%	\$4,089	\$1,472			\$1,472						
Director Public Works	36.00%	\$4,283	\$1,542			\$1,542						
Zoning Officer	36.00%	\$1,320	\$475			\$475						
CDBG Grant Administrator	36.00%	\$806	\$290			\$290						
Chief Financial Officer	36.00%	\$1,904	\$685			\$685						
Parking Manager	36.00%	\$1,020	\$367			\$367						
Total Fringe Benefits Cost						\$19,985						
3. Travel												
3a. Transportation - Local Private Vehicle												
	Mileage	Rate per Mile	Estimated Cost									
			\$0			\$0						
			\$0			\$0						
			\$0			\$0						
			\$0			\$0						
			\$0			\$0						
Subtotal - Trans - Local Private Vehicle						\$0						
Total HUD Share						\$0						
Total Applicant Match						\$19,985						
Total Other HUD Funds						\$0						
Total Other Federal Share						\$0						
Total State Share						\$0						
Total Local/Tribal Share						\$0						
Total Other						\$0						
Total Program Income						\$0						

Grant Application Detailed Budget Worksheet

Detailed Description of Budget		Trips	Fare	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
3b. Transportation - Airfare (show destination)												
	Washington, D.C. (2ppt, 3trips)	6	\$350.00	\$2,100	\$2,100							
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
	Subtotal - Transportation - Airfare			\$2,100	\$2,100							
3c. Transportation - Other												
	Washington, D.C. (2ppt, 3 trips, 3 nights each trip)	18	\$211.00	\$3,798	\$3,798							
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
	Subtotal - Transportation - Other			\$3,798	\$3,798							
3d. Per Diem or Subsistence (indicate location)												
	Washington, D.C. Meals and Incidentals (first last day)	12	\$71.00	\$852	\$852							
	Washington, D.C. Meals and Incidentals	12	\$53.25	\$639	\$639							
				\$0								
				\$0								
				\$0								
	Subtotal - Per Diem or Subsistence			\$1,491	\$1,491							
	Total Travel Cost			\$7,389	\$7,389							
4. Equipment (Only items over \$5,000 Depreciated value)												
				\$0								
				\$0								
				\$0								
				\$0								
	Total Equipment Cost			\$0	\$0							

form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
8. Construction Costs	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
8a. Administrative and legal expenses			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Administrative and legal expenses			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8b. Land, structures, rights-of-way, appraisal, etc											
Subtotal - Land, structures, rights-of-way, ...				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8c. Relocation expenses and payments											
Subtotal - Relocation expenses and payments				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8d. Architectural and engineering fees											
Subtotal - Architectural and engineering fees				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8e. Other architectural and engineering fees											
Subtotal - Other architectural and engineering fees				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$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								
			\$0								
Subtotal - Project inspection fees			\$0								
8g. Site work											
Subtotal - Site work			\$0								
8h. Demolition and removal											
Subtotal - Demolition and removal			\$0								
8i. Construction											
Subtotal - Construction			\$0								
8j. Equipment											
Subtotal - Equipment			\$0								
8k. Contingencies											
Subtotal - Contingencies			\$0								
8l. Miscellaneous											
Subtotal - Miscellaneous			\$0								
Total Construction Costs			\$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	
(as percentage of HUD Share)		
Match:	\$ 5,752,825.00	197%

form HUD-424-CBW (2/2003)

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VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY


Item Title: Resolution Authorizing the Extension of a Contract for a One Year Period with ABC Commercial Maintenance Services, Inc. for Custodial Services for Village Hall, Public Works Center, Dole Learning Center and Metra Station, not to exceed \$83,400.00.

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Public Works Director:



John P. Wielebnicki

Village Manager's Office:



Village Manager

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

Custodial services for Village Hall including the Police Department, the Public Works Center, Dole Learning Center and the Metra Station have historically been contracted out. The current contractor providing custodial services for the Village is ABC Commercial Maintenance of Niles, Illinois. The existing contract with ABC Commercial Maintenance expired on May 4, 2012.

This contract provides for custodial services for Village Hall including the Police Department, the Public Works Center (including the Fleet Services area), Dole Learning Center, and the Metra Station. Services include vacuuming, floor mopping, emptying refuse cans, window cleaning, annual carpet and furniture cleaning, and recycling. In order to ensure higher quality service, staff included provisions in the contract that outline specific hours for the custodians' work schedules, provide for a day porter at Village Hall to handle daily tasks as needed, and require a monthly meeting with the contractor and Village staff to address any issues and concerns. A penalty process has also been established if the company fails to perform the services as required.

In May of 2008, the Village Board approved a three-year contract with ABC Commercial Maintenance with two optional extension years. In March of 2011 the Village Board approved the first of two possible contract extensions. The contract period from May 5, 2012 through May 4, 2013 would be the second of two optional extension years.

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

The late request for renewal of this contract was an oversight. ABC Commercial Maintenance has performed well and has been very responsive when issues arise. Staff recommends renewing the contract with ABC Commercial Maintenance Services to provide custodial

services for the Village from May 5, 2012 through May 4, 2013.

ABC Commercial Maintenance has agreed to provide these services during this contract period with no cost increase. Attached to this agenda item commentary is a letter from ABC Commercial Maintenance stating their commitment to provide custodial services throughout the proposed contract period with no cost increase.

The total annual cost submitted by ABC Commercial Maintenance Services for the proposed contract year is \$83,400.00.

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):

This item has not yet been researched to determine if there are opportunities for cost savings or better service with joint participation from other local Oak Park governmental agencies, or regional municipalities.

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

\$230,000.00 is budgeted for General Contractuals in the General Fund, Public Works Building Maintenance Budget, Account Nos. 1001-43790-711-530660 through 717-530660. This account also provides funds for other contractual services such as pest control, floor mats, elevator maintenance, life safety, fire suppression systems, HVAC maintenance and other service contracts.

If awarded, the contract with ABC Commercial Maintenance would not exceed 83,400.00 for the contract period May 5, 2012 to May 4, 2013.

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

The alternative action would be to have the current building maintenance contractor, Midway Building Services, perform cleaning services on top of their regular daily duties or to hire in-house staff to provide these services. At the conclusion of the contract with ABC, consideration could be given to incorporating these services into the Midway contract to determine if there is an opportunity for cost savings.

Proposed Recommended Action: Approve the Resolution

RESOLUTION

AUTHORIZING THE EXTENSION OF A CONTRACT FOR A ONE-YEAR PERIOD WITH ABC COMMERCIAL MAINTENANCE SERVICES, INC. FOR CUSTODIAL SERVICES FOR VILLAGE HALL, PUBLIC WORKS CENTER, DOLE LEARNING CENTER AND METRA STATION, NOT TO EXCEED \$83,400.00

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 ABC Commercial Maintenance Services, Inc., Northbrook, Illinois for custodial services in the Village of Oak Park, which renews the existing agreement for an additional one year term, in an amount not to exceed \$83,400.00. The agreement shall conform substantially to the agreement 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 2nd day of July, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 2nd day of July, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk



Contract

1. THIS AGREEMENT is made and concluded on the 2nd day of July, 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 **ABC Commercial Maintenance Services, Inc., 8056 North Milwaukee Ave., Niles, IL 60714**, 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 Bidders, Special Provisions and Plans for Custodial Services for the Village of Oak Park; and
 - b. Contractor's Proposal dated; February 20th, 2008.

Where the terms of the Proposal conflict with the terms set forth in the Village's Notice to Bidders, Special Provisions and Plans, the Village's Notice to Bidders, Special Provisions and Plans will control.

3. This contract shall be valid for services from May 1, 2012 through April 31, 2013.
4. Contractor 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 for the annual amount of \$83,400.
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

ABC Commercial Maintenance

REVIEWED AND APPROVED
AS TO FORM

JUN 26 2012
Kimberly A. Baird
LAW DEPARTMENT

By: _____
Signature

Printed Name and Title

ABC Commercial Maintenance Services, Inc.

8056 North Milwaukee Ave., Niles, IL 60714

Tel. (224) 425-6866, Fax (847) 430-3055

info@abccommercialclean.com

www.abccommercialclean.com

Member of Niles Chamber of Commerce

05.01.2012

**To: Village of Oak Park
Department of Public Works
201 South Boulevard
Oak Park, IL 60302**

Attn: Mr. Vic Sabaliauskas

Per our conversation, I want to confirm that we wish to continue providing janitorial services for the 5th consecutive year 2012-2013, to the below mentioned facilities for the unchanged annual fee of \$ 83,400.00 (eighty three thousand, four hundred dollars).

- Village Hall/Police Department**
- Public Works Building**
- Dole Learning Center**
- Metra Station**

Thank You. We appreciate your business.

**Derek Jankowski
ABC Commercial Inc.**

We clean everything except your wallet

J

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXTEND THE PROFESSIONAL SERVICES AGREEMENT WITH CORPORATE BENEFITS CONSULTANTS, INC. (CBC) FOR EMPLOYEE BENEFIT CONSULTING SERVICES FOR THE PERIOD JULY 1, 2012 TO AUGUST 31, 2012.

Resolution or Ordinance No. _____

Date of Board Action July 2, 2012

Staff Review:

Human Resources Director:



Frank Spataro

Village Manager's Office:

Item History: The Village utilizes the services of Corporate Benefits Consultants (CBC), Inc. to assist the Village in the administration of its health, dental and life insurance programs, as well as consulting on other employee benefit matters. CBC's agreement with the Village to provide these services is set to expire June 30, 2012. The Village issued an RFP for employee benefits and insurance consulting services in late March 2012 for which the selection process is still underway. This resolution will permit CBC to continue providing services for up to two months while the staff concludes the selection process. Interviews of select firms from the RFP process are scheduled for early July with the goal to present the Village Board with an agreement for approval no later than August 6, 2012. CBC has agreed to continue providing services during this period on a pro-rated basis of their \$48,500 annual fee.

Item Policy Commentary: The Village provides self insured health, dental, life and disability insurance, and related employee benefits for Village employees, Village retirees and employees of partner agencies including the Oak Park Library, Oak Park Township, and the West Suburban Consolidated Dispatch Center.

CBC acts as the Village's broker to identify preferred insurance providers based on cost and quality of service, and negotiates competitive rates and discounts with these providers. Since the Village is self-insured for the payment of claims made on behalf of the Village by Blue Cross/Blue Shield to medical providers, and to Walgreens for prescription drug expenses, CBC also analyzes historical claim and prescription use data to determine the level of funding required for the Village to cover projected expenses. CBC also recommends and negotiates on behalf of the Village for other providers of benefit services such as Allied Benefit Services who administers the Village's S-125 plans and COBRA. Finally, CBC has been an invaluable resource for the Village with regard to information and programs related to health care reform.

The attached agreement is the original agreement with CBC approved in 2009 providing for two one-year extensions; the agreement was last extended for the period July 1, 2011 to June 30, 2012. The staff recommends that the current agreement set to expire June 30, 2012 be extended for a two-month period to August 31, 2012 or until a new agreement with an employee benefits and insurance consulting firm is brought to the Village Board for approval.

Item Budget Commentary: The Village will compensate CBC on a pro-rated basis for the two-month extension based on their \$48,500 annual fee.

Proposed Action: Approve the Resolution

**RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXTEND THE
PROFESSIONAL SERVICES AGREEMENT WITH CORPORATE BENEFITS
CONSULTANTS, INC. (CBC) FOR EMPLOYEE BENEFIT CONSULTING SERVICES FOR
THE PERIOD JULY 1, 2012 TO AUGUST 31, 2012.**

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 extend the professional services agreement with Corporate Benefit Consultants, Inc (CBC) for employee benefit consulting services for the period July 1, 2012 to August 31, 2012. The Agreement shall conform substantially to the Agreement 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 2nd day of July, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me this 2nd day of July, 2012

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk



Department of Human Resources

The Village of Oak Park
Village Hall
123 Madison Street
Oak Park, Illinois 60302

Direct: 708.358.5650
Fax: 708.358-5107
hr@oak-park.us
www.oak-park.us

June , 2012

Mr. Ted Reese, President
Corporate Benefit Consultants, Inc.
2800 South River Road, Suite 130
Des Plaines, Illinois 60018

Re: Extension of Professional Services Agreement for a
Two-Month Period, July 1, 2012 to August 31, 2012

Dear Mr. Reese:

The Village of Oak Park seeks to extend the current professional services agreement with Corporate Benefit Consultants (CBC), Inc. for employee benefit consulting services that is set to expire this June 30th for a period not to exceed two-months, or August 31, 2012. For this period, the Village agrees to pay CBC on a pro-rated basis of the \$48,500 annual fee, or four thousand and forty-two dollars (\$4,042) monthly for the continuation of employee benefit consulting services as described in the current agreement.

Please review the attached extension, and if acceptable, sign and return three documents to me for signature by Interim Village Manager Cara Pavlicek.

Thanks for your consideration of this extension, and feel free to call me at (708) 358-5652 if you have any questions.

Sincerely,

Frank Spataro
Human Resources Director

Copy to: Cara Pavlicek, Interim Village Manager
Simone Boutet, Acting Village Attorney

**PROFESSIONAL SERVICES AGREEMENT WITH CORPORATE BENEFITS
CONSULTING FOR EMPLOYEE BENEFIT CONSULTING SERVICES**

THIS AGREEMENT, made on November 16, 2009, by and between Corporate Benefit Consultants, Inc. ("CBC"), 2800 South River Road, Suite 130, Des Plaines, IL 60018 and the Village of Oak Park, 123 Madison St., Oak Park, IL (the Village"), is set to expire June 30, 2012. In light of the Village's need for the short-term continuation of employee benefit consulting services, CBC and the Village agree to the following:

1. The current Agreement in place set to expire June 30, 2012 will be extended for a period not to exceed two-months, or August 31, 2012.
2. For this period, CBC agrees to continue providing the employee benefit consulting services as described in the current agreement.
3. For this period, the Village agrees to pay CBC an amount not to exceed \$4,042 monthly which represents monthly payments on a pro-rated basis of the \$48,500 annual fee.

For Corporate Benefits Consultants, Inc.

For the Village of Oak Park

Ted Reese, President

Date

**Cara Pavlicek,
Interim Village Manager**

Date

REVIEWED AND APPROVED
AS TO FORM

JUN 26 2012

[Signature]
LAWYER

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

R(1)

Item Title: Motion to accept Historic Preservation Commission Resolution and Findings of Fact and Direct Staff to Prepare an ordinance authorizing amendment of Section 7-9-8F of the Village Code designating 241 S. Elmwood Avenue as a Historic Landmark.

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Douglas Kaare

Department Director Name:

McMillon

Village Manager's Office:

U/S

Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

The Historic Preservation Ordinance, adopted by the Village Board in 1994, enables the Historic Preservation Commission to recommend, and the Village Board to adopt by Ordinance, local landmarks within the Village. The property must meet one or more of 8 criteria for designation as listed in the ordinance. The ordinance calls for the Commission to hold a public hearing and then forward a recommendation in the form of a Resolution to the Village Board. Upon receipt of the Resolution and nomination report, the Village Board has 30 days in which to designate or reject the nomination by simple majority. Upon approval, the Board shall enact an ordinance designating the landmark.

- A. Nomination for Landmark status submitted: April 4, 2012
- B. HPC preliminary determination of eligibility: April 12, 2012
- C. HPC public hearing; approved Resolution and Findings of Fact: June 14, 2012

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

On April 4, 2012 the Historic Preservation Commission received a completed Oak Park Historic Landmark nomination form for the property at 241 S. Elmwood Avenue. The Historic Preservation Commission conducted a preliminary determination of eligibility on April 12, 2012 which determined that the property met four of the criteria for designation contained in the Historic Preservation Ordinance.

The Historic Preservation Commission scheduled the required Public Hearing on May 10, 2012. Legal Notice of the Public Hearing was published in the April 25, 2012 Wednesday Journal and hearing notices were mailed to Village property owners within 250 feet of the site. The Commission did not have a quorum on May 10. The property owners signed a waiver of the 45-day time requirements in the preservation ordinance, and the hearing was rescheduled for June 14, 2012.

The Historic Preservation Commission approved the nomination as the Findings of Fact and recommended approval of the property as an Oak Park Historic Landmark by the attached Resolution on June 14, 2012 as is mandated in the Historic Preservation Ordinance.

The property at 241 S. Elmwood Avenue is known as the *William J. Ehlers Flats*. The two and one-half story stucco Prairie-style house was designed by architect E. E. Roberts in 1909. The property is significant for its Prairie style architecture, for its association with architect Roberts and for its association with William J. Ehlers, a prominent businessman who co-founded and co-owned the Pixley and Ehlers Restaurant chain, who lived in the house for 20 years. The property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State or the United States.
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park.
- (5) Embodiment of those distinguishing characteristics of a significant architectural style.
- (6) Identification as the work of an architect whose individual work is significant in the development of the Village of Oak Park.

Staff Commentary (If applicable or different than Commission):

Village staff recommends acceptance of the Historic Preservation Commission findings and recommendations by Resolution direct staff to prepare the ordinance designating 241 S. Elmwood Avenue as a Historic Landmark.

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

The amount of \$250 (account #1001-46200-332-530662) has been budgeted for this item for a bronze plaque and is also the current amount requested.

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

The alternative is to not accept the recommendations of the Historic Preservation Commission and not designate the property as a Historic Landmark. This would save the Village \$250 but would not protect the historic character of the building in the future.

Proposed Recommended Action:

Move to accept the Historic Preservation Commission Findings and Recommendations by Resolution and direct staff to prepare an ordinance designating 241 S. Elmwood Avenue as a Historic Landmark.

Resolution for 241 S. Elmwood Avenue recommended by the Historic Preservation Commission, dated June 14, 2012
Minutes from the April 12, 2012 HPC meeting (preliminary determination of eligibility)
Minutes from the June 14, 2012 HPC meeting (public hearing)
Waiver of 45-day requirement for public hearing process for designation of Historic Landmarks
Oak Park Historic Landmark Nomination Form and Report for 241 S. Elmwood Avenue

RESOLUTION/ FINDINGS OF FACT

Village of Oak Park
Historic Preservation Commission
Nomination for Land Mark Status
241 South Elmwood Avenue

WHEREAS, the Commission Staff on behalf of the property owner (hereinafter referred to as "applicant") filed a Nomination for Landmark Status on April 4, 2012 for the **William J. Ehlers Flats** with the Historic Preservation Commission, (hereinafter referred to as "Commission") the property being located at **241 S. Elmwood Avenue**, Oak Park, Illinois; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission scheduled the nomination for preliminary review at the regularly scheduled Historic Preservation Commission meeting of April 12, 2012; and

WHEREAS, at that regularly scheduled meeting the Historic Preservation Commission, it was unanimously determined that there was a likelihood that the nominated property would meet one or more of the criteria for designation contained in the Historic Preservation Ordinance; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission, set Thursday evening, May 10, 2012 at 7:30 p.m. as the date and time of a public hearing held at Oak Park Village Hall, 123 Madison Street, to take testimony on the question as to whether the **William J. Ehlers Flats** should be recommended for Nomination as an Oak Park Landmark; and

WHEREAS, notice of the time and place of said public hearing was duly published on April 25, 2012 in the Wednesday Journal, a newspaper of general circulation in the Village of Oak Park, and letters were also mailed to property owners within 250 feet of the subject property, advising them of the application and the public hearing to be held thereon; and

WHEREAS, on May 10, 2012 this Commission did not have a quorum of members present. Following signature of a waiver of the 45-day time requirement for public hearing process for designation of Historic Landmarks by the property owner, this Commission rescheduled the public hearing to June 14, 2012. This Commission did have a quorum of members present on June 14, 2012; and

WHEREAS, this Commission having fully heard and considered the testimony of the applicant and others present at the hearing and materials submitted prior to and during the hearing, does hereby find the following:

1. That the property includes a two and one-half story stucco house designed in 1909 as a two-flat in the Prairie style.

2. That the house was constructed for William J. Ehlers, who lived in the house for 20 years and was a co-founder and co-owner of the Pixley and Ehlers Restaurant chain.
3. That the building was designed by E. E. Roberts, a prominent architect who designed many buildings in Oak Park and the Chicago area in the late 19th and early 20th century.
4. That the evidence presented showed that the property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":
 - (1) *Significance as an example of the architectural development or heritage of the Village of Oak Park.*
 - (3) *Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park.*
 - (5) *Embodiment of those distinguishing characteristics of a significant architectural style.*
 - (6) *Identification as the work of an architect whose individual work is significant in the development of the Village of Oak Park.*

Now, therefore, be it and it is hereby resolved that this Historic Preservation Commission, acting under and by virtue of the authority conferred upon it by the Ordinance of the Village of Oak Park, does hereby recommend to the President and Board of Trustees of the Village of Oak Park that the property located at **241 S. Elmwood Avenue** and known as the **William J. Ehlers Flats** be designated an Oak Park Historic Landmark under the provisions of the Oak Park Historic Preservation Ordinance.

Thursday, June 14, 2012

Oak Park Historic Preservation Commission
April 12, 2012 Meeting Minutes
Oak Park Village Hall, Council Chambers – 7:30 pm

ROLL CALL

PRESENT: Chair Christina Morris, Joerg Albrecht, Greg Battoglia, Garret Eakin, Frank Heitzman, Bob Lempera, Rosanne McGrath, Gary Palese, Tony Quinn
ABSENT: Regina Nally, Drew Niermann
STAFF: Douglas Kaarre, Urban Planner

A. Historic Landmarks: Preliminary Determination of Eligibility

241 S. Elmwood Avenue, William J. Ehlers Apartments, E. E. Roberts, 1909

Chair Morris introduced the nomination. Planner Kaarre provided an overview of the application. Owner consent is on file. The William J. Ehlers Apartments was constructed in 1909 and designed in the Prairie style by architect E. E. Roberts. The two-flat was built for William J. Ehlers, who owned a famous restaurant chain of Pixley & Ehlers. The house was nominated under the following criteria for designation:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park;
- (5) Embodiment of those distinguishing characteristics of a significant architectural type, or style, or engineering specimen;
- (6) Identification as the work of a builder, designer, architect, craftsman, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park.

Motion by Palese to approve the Preliminary Determination of Eligibility for Historic Landmark designation for 241 S. Elmwood Avenue under criteria 1, 3, 5 and 6 as submitted. Second by Albrecht.

Chair Morris was interested to read about the history of apartment growth in Oak Park and the opposition to it.

Motion approved 9-0.

AYE: Albrecht, Battoglia, Eakin, Heitzman, Lempera, McGrath, Palese, Quinn, Morris

NAY: None

Oak Park Historic Preservation Commission
June 14, 2012 Meeting Minutes
Oak Park Village Hall, Council Chambers – 7:30 pm

ROLL CALL

PRESENT: Chair Christina Morris, Joerg Albrecht, Greg Battoglia, Garret Eakin, Rosanne McGrath, Drew Niermann, Gary Palese, Tony Quinn
ABSENT: Frank Heitzman, Bob Lempera, Regina Nally
STAFF: Douglas Kaarre, Urban Planner

A. Historic Landmarks: Public Hearing

241 S. Elmwood Avenue, William J. Ehlers Flats, E. E. Roberts, 1909

Chair Morris introduced the nomination and noted that owner consent is on file. The William J. Ehlers Flats was constructed in 1909 and designed in the Prairie style by architect E. E. Roberts. The two-flat was built for William J. Ehlers, who owned a famous restaurant chain of Pixley & Ehlers. The house was nominated under the following criteria for designation:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park;
- (5) Embodiment of those distinguishing characteristics of a significant architectural type, or style, or engineering specimen;
- (6) Identification as the work of a builder, designer, architect, craftsman, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park.

Mykael Moss, property owner of 241 S. Elmwood, stated that it is an honor and a privilege to have their home designated. She wanted to thank Doug Kaarre for preparing the nomination report and E. E. Roberts for designing the home.

Colette Moreau, 209-211 S. Elmwood, stated that there is neighborhood consensus that this is a wise move. They appreciate the Moss's dedication to the house and it is a lovely representation of the area's architecture.

There was no testimony in opposition to the nomination.

Commissioner Eakin stated that E. E. Roberts designed wonderful buildings in many styles, hundreds in Oak Park. This is important what the owners have done and they appreciate all the effort and care put into their home.

Commissioner Albrecht stated that he thought this design was an interesting solution to putting apartments in the neighborhood. It's a spectacular building.

Motion by Battoglia to accept the nomination report for 241 S. Elmwood Avenue as the Findings of Fact under criteria (1), (3), (5) and (6). Second by Eakin. Motion approved 8-0.

AYE: Albrecht, Battoglia, Eakin, McGrath, Niermann, Palese, Quinn, Chair Morris

NAY: None

Motion by Albrecht to forward a Resolution and the Findings of Fact for 241 S. Elmwood Avenue to the Village Board of Trustees for approval. Second by Eakin. Motion approved 8-0.

AYE: Albrecht, Battoglia, Eakin, McGrath, Niermann, Palese, Quinn, Chair Morris

NAY: None



HISTORIC LANDMARK NOMINATION FORM

1. Name of Property

Historic name 1 WILLIAM J. EHLERS FLATS

2. Location

Street & number 241 SOUTH ELMWOOD AVENUE

3. Classification

Ownership of Property

(Check as many boxes as apply)

private

Category of Property

(Check only one box)

building(s)
 structure

Number of Resources within Property

Contributing

2

buildings

structures

2

Total

Type of Designation

exterior

public interior

4. Function or Use

Historic and Current Function (Enter categories from instructions)

Category: DOMESTIC

Subcategory: SINGLE DWELLING

5. Description

Architectural Style: PRAIRIE SCHOOL

Areas of Significance

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park;
- (5) Embodiment of those distinguishing characteristics of a significant architectural type, or style, or engineering specimen;
- (6) Identification as the work of a builder, designer, architect, craftsman, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park.

Period of Significance

1909

Architect

Eben E. Roberts

Builder

Charles Anderson

6. Representation in Existing Surveys

7. Legal Description

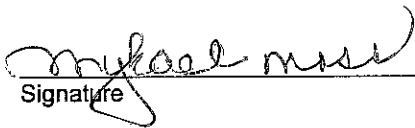
Lot 11 in Block 50 in the Village of Ridgeland, a subdivision of the east half of the east half of Section 7 with the Northwest quarter and the West half of the West half of the Southwest quarter of Section 8, Township 39 North, Range 13 East of the Third principal meridian in Cook County, IL
PIN#: 16-07-410-025

8. Form Prepared By

name/title DOUGLAS KAARRE, AICP / URBAN PLANNER email kaarre@oak-park.us
organization VILLAGE OF OAK PARK date April 4, 2012
street & number 123 MADISON STREET phone (708) 358-5417
city or town OAK PARK state ILLINOIS zip code 60302

9. Property Owner

name MYKAEL MOSS email mykael@comcast.net
street & number 241 S. ELMWOOD AVENUE telephone (708) 763-6904
city or town OAK PARK state ILLINOIS zip code 60302
owner consents to historic landmark designation: yes no


Signature

4/12/12
Date

Applicant(s) – If different than Property Owner

name _____ email _____
street & number _____ telephone _____
city or town _____ state _____ zip code _____

10. Official Action

Date Application Submitted: April 4, 2012
Preliminary Determination of Eligibility April 12, 2012
Public Hearing: June 14, 2012
Result: HPC approved Resolution + Findings of Fact - forwarded to Board
Date of Village Board Action: _____
Result: _____
Date of Village Board Action: _____
Result: _____



123 MADISON STREET, OAK PARK, ILLINOIS 60302

HISTORIC LANDMARK NOMINATION REPORT



**William J. Ehlers Flats
241 South Elmwood Avenue**

Preliminary Determination of Eligibility approved by the
Oak Park Historic Preservation Commission on April 12, 2012

Designated by Village Ordinance on

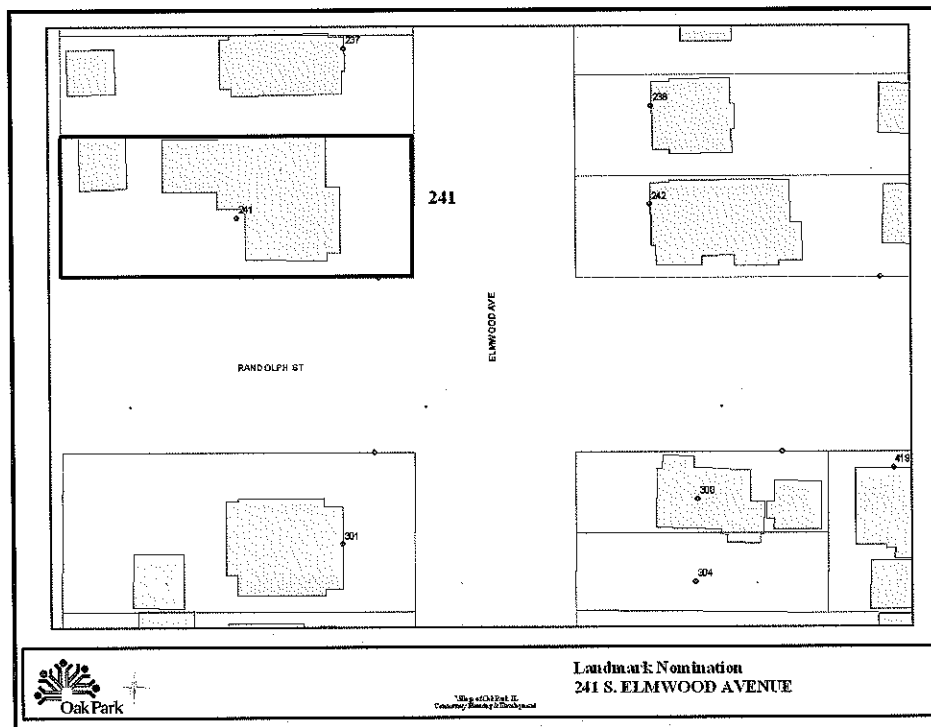
William J. Ehlers Flats

241 S. Elmwood Avenue

Built: 1909
Architect: Eben E. Roberts
Builder: Charles Anderson

The 1909 William J. Ehlers Flats is located at 241 S. Elmwood Avenue in Oak Park, Illinois, and faces east. The two and one-half story stucco two-flat sits on the northwest corner of Elmwood Avenue and Randolph Street. The building is an example of the Prairie style of architecture. It is characterized by a prominent, broad hipped roof with deep overhanging eaves. The front façade facing Elmwood Avenue includes a long flat-roofed stucco porch along the southern two-thirds of the façade, with horizontal wood banding and trim supported by two square stucco corner posts with geometric decorative details. The bottom of the porch is a low stucco wall connecting the posts and the house. The two entrance doors are offset from the porch to the north within a two-story stucco bump-out with a small flat roof and tall, square stucco pilasters and matching geometric decorative details. Casement windows in rows of three flank the entrance, with a pair of casements to the south. The windows on the first and second floors are aligned. Additional geometric wood trim wraps the corners of the building just below the eaves.

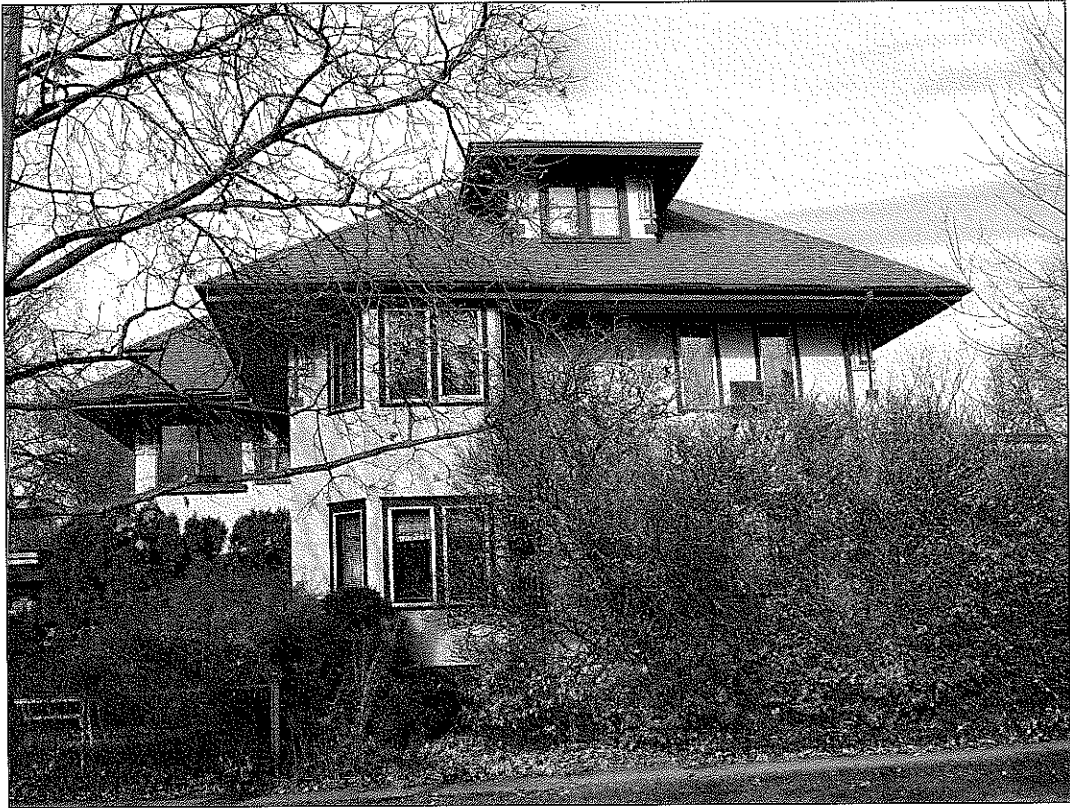
The north façade is a simple flat stucco wall with a row of windows on each floor of differing sizes, which line up on each floor. A wide stucco dormer with a low hipped roof is centered on the north-facing roof slope. A band of six windows is centered within the dormer, and identical geometric wood trim wraps the corners of the dormer just below the eaves. A row of basement windows runs the length of the building just above the foundation.

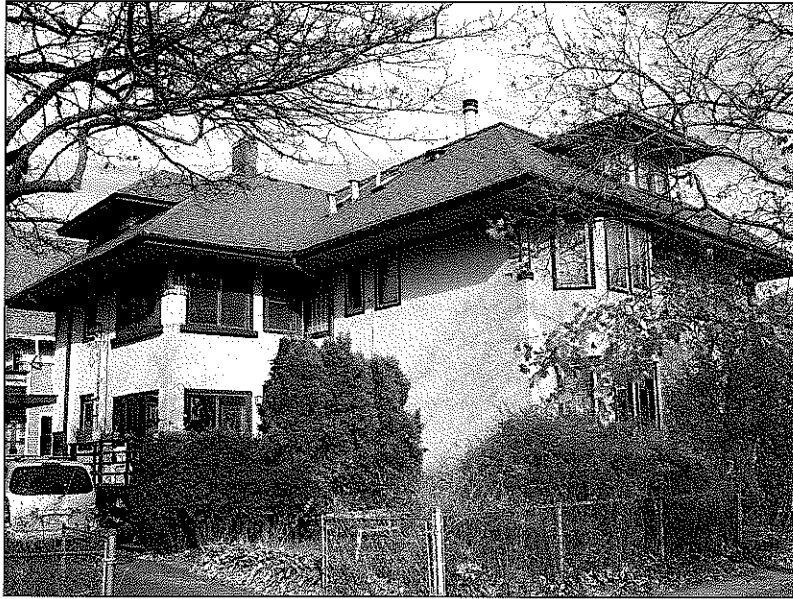


The south façade faces Randolph Street and includes a two-story stucco bay at the west end with a pair of stained glass casement windows in the center and one on each side, and basement windows just above the foundation, lining up on all floors. The east end of the façade is comprised of two single casement windows lined up on each floor. Identical geometric wood trim wraps the corners of the building just below the eaves. A small stucco dormer with a low hipped roof is centered on the south-facing roof slope. A pair of windows is centered within the dormer, and identical geometric wood trim wraps the corners of the dormer just below the eaves.

The rear façade, which faces west, includes a large two-story wing extending out to the west along the north half of the building. Windows are placed in pairs and singly, vertically aligned. A small dormer with a pair of windows is centered on the west-facing slope of the wing, with a low brick chimney at the peak. Identical geometric wood trim wraps the corners. A wood deck wraps the wing facing the rear yard. The building was converted from two apartments to a single-family home in 1974.





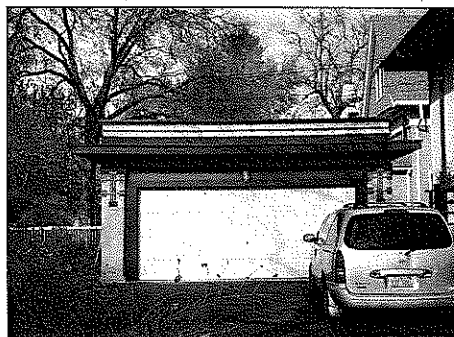


Many of the windows are decorative with a geometric patterns and squares of art glass. The windows were designed by E. E. Roberts and include his signature "EE 09" in the design.



(Source: Mykael Moss)

A two-car stucco garage with a flat roof is located to the west of the building facing south. The garage was constructed in 1910 for Mr. Ehlers and incorporates geometric wood trim matching the house. A chain link fence with swinging gate at the driveway wraps the rear yard and a second garage constructed in 1960 faces the alley.



History of the William J. Ehlers Flats

The William J. Ehlers Flats is an excellent early example of a two-flat designed to appear as a single-family home within a residential context. The building has identical floor plans on each floor. It was constructed in 1909 with prominent characteristics of the Prairie style of architecture. The building was designed by architect E. E. Roberts, well known in Oak Park and throughout the Chicago area in the late 19th and early 20th centuries. The building is significant as the home of prominent businessmen William J. Ehlers and William H. Rattenbury, for its design in the Prairie style and its association with Roberts.

William J. Ehlers

William J. Ehlers was born in Hanerau, Germany on December 31, 1863. He moved to the United States when he was 16 and settled in Iowa. He started his career as a barber, eventually moving to Chicago. In 1899 he opened his first lunchroom in partnership with Albert J. Pixley. As business steadily grew, the firm Pixley and Ehlers, which incorporated in 1910, opened more restaurants. He served as Secretary to the firm until he was forced to retire in 1927 due to his health, but retained his interest in the firm.¹ He and his wife Blanche raised two daughters (Erna and Gladys) and two sons (Rudolph and William) at their home in Oak Park. William and Blanche moved to River Forest in 1935 after residing in Oak Park for 27 years. William died on August 4, 1951 at age 88 in a convalescent home. He is buried in Acacia Park cemetery in Chicago.²



William J. Ehlers
(Oak Parker, November 29, 1935)



Albert J. Pixley
(Chicago Daily Tribune, August 2, 1931)

¹ "Successful: William J. Ehlers, Founder of Restaurant Chain, One of Oak Park's Prominent Business Men," The Oak Parker, November 29, 1935, p. 74.


² "William Ehlers Dies: Founder of Restaurants." Chicago Daily Tribune, August 5, 1951, p. 34.

Pixley and Ehlers Restaurants

The first restaurant opened by Pixley and Ehlers in the 800 block of W. Madison Street in Chicago. By 1951 they had 13 restaurants, a commissary, laundry and bakery, with offices at 64 E. Lake Street. Albert J. Pixley constructed the impressive landmark-quality, Prairie-influenced stucco home across the street at 301 S. Elmwood in 1911 and resided there for a number of years. The home was designed by architect Frank O. DeMoney. He later resided in River Forest. Pixley served as President of the firm until his death in 1954 at the age of 75.³

The Pixley and Ehlers lunch rooms were extremely well known and popular throughout much of the twentieth century, not only in Chicago. There were numerous lunch rooms in New York as well. The company was able to continually expand through the 1970s due to their popularity as an affordable place to eat 24-hours a day with simple all-American comfort food such as Boston Baked Beans, macaroni and cheese, and their famous "American Pie." The chain boasted that they were "the place to please your palate and balance your budget."⁴ A continued presence in advertising and sponsoring the "Pixley and Ehlers Table of Melody" radio program on WGN added to their popularity.

*In choosing your food
"Use Taste"*



**Did Daylight Saving
make you miss your
breakfast today?**

If it did, just drop into the nearest Pixley & Ehlers lunchroom and enjoy a most appetizing breakfast.

You'll be pleasantly surprised at our prompt and courteous service, and you'll like the way everything is prepared right before you.

Pixley & Ehlers' breakfasts have become very popular.

**The Right Amount
at the Right Price**

OUR MORNING SPECIAL
Three Slices of Middlesbury's Hickory-Baked, Grilled Bacon
One Fresh Country Egg
Three Slices of C-cup, Golden-Korn Toast

20c

Delicious Coffee
Carefully Prepared and Served
with Pure Cream

Always 5c


*You will enjoy, too, these old fashioned honey
doughnuts. They are different.*

**Pixley & Ehlers
LUNCH ROOMS**

20 S. Clark St. 55 W. Randolph St. 206 W. Jackson Bld.
32 S. Clark St. 75 West Jackson 333 W. Madison St.
44 N. Wells St. 180 N. Wells Street 716 W. Madison St.
1606 W. Madison St.

More Than 5,000,000 People Enjoyed Our Food Last Year

(April 26, 1926, p. 9)



**When Washington
Crossed
the Delaware**

He performed a service for his country never to be forgotten. Just as you will never forget that memorable feat of the "Father of Our Country," neither will you ever forget the delicate, delicious richness of Pixley & Ehlers flaky-crust juicy cherry pies once you have tasted them.

**Delicious Coffee—
Always 5c**

Choose the Nearest One

**Pixley & Ehlers
LUNCH ROOMS**

20 S. Clark St. 55 W. Randolph St. 206 W. Jackson Bld.
32 S. Clark St. 75 West Jackson 333 W. Madison St.
44 N. Wells St. 180 N. Wells Street 716 W. Madison St.
1606 W. Madison St.

More Than 5,000,000 People Enjoyed Our Food Last Year

(February 22, 1927, p. 12)

EXTRAORDINARY ANNOUNCEMENT

5¢

**EGGS—ACTLY 143,738 EGGS
Sold in Response to this Ad**



Which is mighty conclusive evidence that the generous offer of Pixley and Ehlers in their advertisement of March 28 hit the spot with housing Chicagoans. For 143,738 eggs is a right sizable number. Nor is it probable that few cities alone gave this sudden impetus to the sale of eggs. Our customers lured by previous experience how very good country eggs are—when prepared to their individual order at the P & E grill.

Pleased with the tremendous response given their original offer, Pixley and Ehlers announce a repetition—starting today, Monday, April 27—for an entire week, during which selected, fresh country eggs will be served in all 12 of their great restaurants—fried, boiled or scrambled at 5c each.

**Pixley & Ehlers
RESTAURANTS**

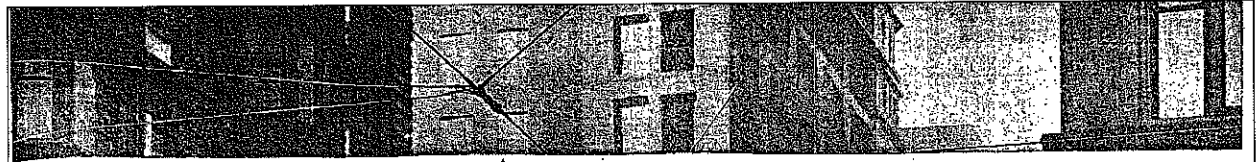
A FEW THINGS SERVED WELL

(April 27, 1931, p. 4)

³ "Albert Pixley Dies; Founded Restaurants," *Chicago Daily Tribune*, July 15, 1954, p. C2.

⁴ David G. Clark, *Route 66 in Chicago*, Chicago: Arcadia Publishing, 2007, p. 100.

(Source for all advertisements: Chicago Daily Tribune)



The World's Busiest Corner Will Be Busier Than Ever Now!

It was inevitable! The world's busiest corner demanded one of the world's best lunchrooms. So now, Pixley and Ehlers open their twelfth Chicago restaurant at 33 WEST MADISON STREET, bringing to the busiest business district the famous Boston baked beans, flaky-crust, juicy pies, the original P. & E. 20c breakfast Special, besides many other favorites.

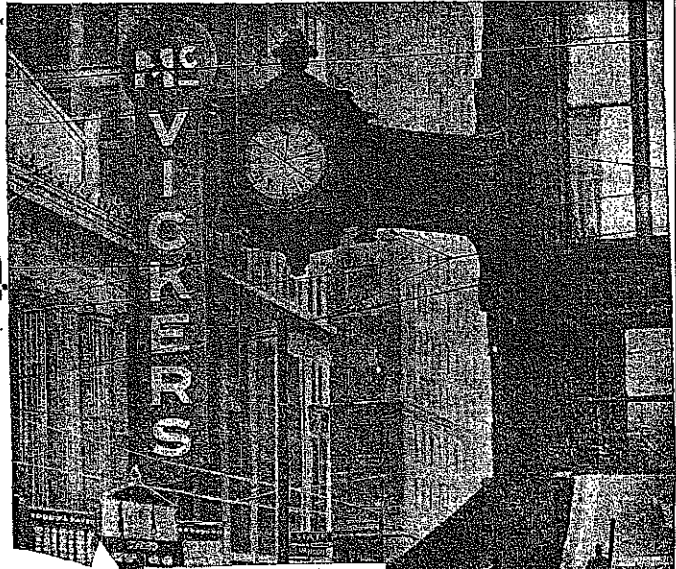
For 30 years Pixley and Ehlers have offered "a few things served well" . . . and quickly! Yet when we look back through the years to that first tiny place on West Madison Street, the only change is in the luxury of the surroundings—special dining room for the ladies, modern soda fountain, a cooling system which washes and chills the air to 70°. Despite these elaborate additions, the slogan that built this business is still its keynote. Pedigreed products, the finest money can buy—cleanliness—quick, courteous service—moderate prices—"a lot for a little"—brings over 10 million Chicagoans through our doors yearly. Truly, now, the world's busiest corner will be busier than ever!

Pixley and Ehlers
LUNCH ROOMS

33 W. Madison
(Next to McVicker's)

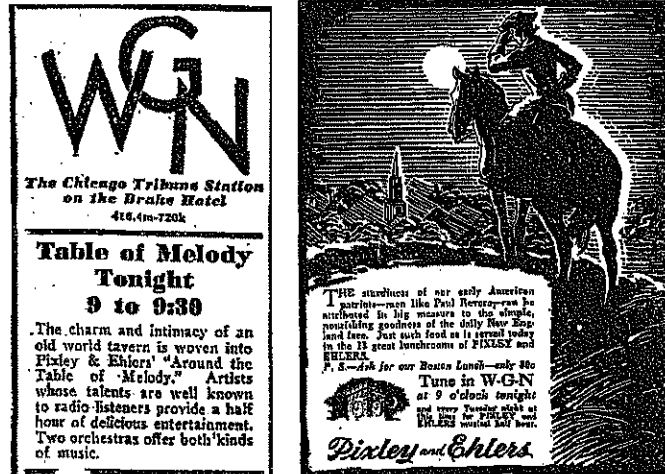
16 E. Van Buren St. 86 E. Lake St. 204 W. Jackson Blvd.
20 S. Clark St. 73 W. Jackson Blvd. 332 W. Madison St.
32 S. Clark St. 188 N. Wells St. 716 W. Madison St.
34 N. Wells St. 1608 W. Madison St.

Open soon . . . 205 South Wabash Ave.



(Source: Chicago Daily Tribune, August 19, 1930, p. 7)

In designing their restaurants, the firm used well-known Chicago architect Frank O. DeMoney. DeMoney was Albert J. Pixley's brother-in-law, and designed many commercial and residential buildings throughout the Chicago area. His office was located at 144 LaSalle Street. DeMoney was the architect who designed homes for S. T. Gunderson & Sons, builders of hundreds of homes in Oak Park between 1905 and 1920. DeMoney was a friend of Seward Gunderson, and was listed in the Second Gunderson Subdivision sales brochure as "a man devoted to art as well as skilled in practical application."⁵



Pixley and Ehlers "Table of Melody" on WGN Radio
(Source: Chicago Daily Tribune, 1930)

An example of the type of work when opening a new restaurant was described in the Chicago Daily Tribune on February 23, 1930:

"(Pixley and Ehlers) announce that they will spend \$100,000 in remodeling the premises (at 33 West Madison Street) into one of the finest and most modern popular price eating places in the city. Unusual features for Chicago, air refrigerating system which will keep the temperature less than 70 degrees during the summer. Architect Frank O. DeMoney will visit several of the larger American cities to get ideas for restaurant layout and design. He designed 68 E. Lake and their other restaurants."⁶



Postcard of Pixley and Ehlers Restaurant at 68 E. Lake Street, approx. 1933.

⁵ S. T. Gunderson & Sons, New Book of Standard Gunderson Homes, 1908, p. 11.

⁶ "Pixley-Ehlers Concern Gets New Loop Site," Chicago Daily Tribune, February 23, 1930, p. A8.

Pixley & Ehlers Complete New West Side Restaurant

*Pixley-Ehlers
Concern Gets
New Loop Site*

**PIXLEY TO OPEN 13TH
RESTAURANT; WANTS
A LOT OF BLACK CATS**

**PIXLEY & EHLERS CUT
50TH ANNIVERSARY
CAKE FOR PATRONS**

**PIXLEY & EHLERS
LEASE STORE FOR
THEIR 13TH CAFE**

Pixley & Ehlers Plan New Restaurant on West Madison

**CLARK STREET
"LUNCH ROW" TO
GET NEW CAFE**

**PIXLEY & EHLERS
LEASE SPACE IN
DE PAUL BUILDING**
Will Open 12th in Chain
of Restaurants.

**PIXLEY & EHLERS
RENT RANDOLPH ST.
RESTAURANT SITE**

**PIXLEY & EHLERS
LEASE JACKSON-
CANAL CORNER**

(Source: Chicago Daily Tribune, 1924, 1929, 1930, 1931, 1934, 1937, 1938, 1949)

William H. Rattenbury

William H. and Louise Anslow Rattenbury were the tenants of the second floor unit at 241 S. Elmwood Avenue. They first appear in the Oak Park directories in 1910, so were there from the beginning. They lived in the building until around 1920, when they moved to the home at 210 N. Elmwood Avenue.⁷ Louise Rattenbury was active in social clubs such as the Women's Auxiliary of the Oak Park Club, the Colonial Club, Nakama Club of Oak Park,

William Rattenbury was the president of the Arthur Frantzen Company, an electrical contracting firm. By 1922, Rattenbury was the president of the Suburban Trust & Savings Bank in Oak Park. He remained the bank's president for 16 years, until he passed away in 1933 at age 64 at his home at 820 Washington Boulevard.⁸ He is buried at Forest Home Cemetery.

Property owners included the following (source: building permits, Oak Park directories):

1909 - William and Blanche Ehlers
1929 - George and Caroline Strickert
1960 - Hank Ellenbaum
1976 - Jerome Taverna
1987 - Richard and Mykael Maturi
Current - John and Mykael Moss

Apartment Buildings in Oak Park

The growth of apartment buildings in Oak Park after 1900 was a growing concern for the community of single-family homes. In the April 22, 1905 Oak Leaves, the local newspaper presented an editorial entitled "*The Impending Calamity*" which expressed the widespread resistance to the apartment building; it declared, "*Oak Park is threatened with an invasion - a foreign invasion - of flats. The advance guard of the enemy is already upon us and the great host of its army is encamped at our very borders. Its encroachments, insidious and insinuating though they be, are none the less effective and, in a few years, will prove none the less fatal to those ideals that have hitherto distinguished our village as a residence suburb and a "community of homes." Oak Park has stood thus far for that distinctive type of individual and community life that has its dependence upon broad expanse of open space, upon grass and trees and sunlight and fresh air. When it ceases to stand for that, it ceases to be Oak Park.*"⁹

The controversy over apartments led to regulation of their construction beginning with the earliest building ordinance adopted in 1902. In 1904, hoping to attract the "better class of home builders," Board President Allen S. Ray urged the Board to "go to the extreme limit of its powers in regulating (apartments)...and in providing that they shall be unobjectionable to

⁷ Oak Park Directories, 1910-1922.

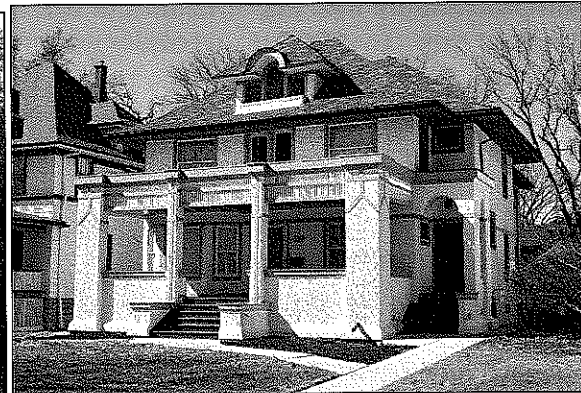
⁸ "Rites Tomorrow for W. H. Rattenbury, Banker," Chicago Daily Tribune, March 3, 1933, p. 16.

⁹ Daniel Bluestone and the Oak Park Landmarks Commission, Ridgeland/Oak Park Historic District National Register of Historic Places Nomination Form, December 8, 1983, p. 18-19.

*the inhabitants of the Village.*¹⁰ The small two-flat apartment building proved to be one of the best means to make apartments “unobjectionable” to Oak Park residents. Eben E. Roberts received special credit from contemporary writers for developing a two-flat building which blended harmoniously with single-family homes. In 1911, Village Board president August Einfeldt referred to 15 two-flats that had been of recent construction, such Roberts’ designs at 209-211 and 213-215 S. Elmwood and the William Ehlers Flats at 241 S. Elmwood. He lauded the apartments as “*an improvement rather than a discredit to our Village, and much more preferable than plain brick flats.*”¹¹



209-211 S. Elmwood Avenue (1905)



213-215 S. Elmwood Avenue (1905)

On February 5, 1910, the Oak Leaves reported that the stringency of the building ordinance had encouraged the construction of two-flats; it noted with some satisfaction that they had “*the exterior appearance of an ordinary dwelling, and (were) proving a very desirable thing as a place of residence, as an ornament to the community, and as an investment.*”¹² These stucco two-flats succeeded in disguising their multi-family character by following the same basic site plan and building outline as the single-family house and obscuring or tucking away the second entry.

Eben Ezra Roberts, Architect

Born in Boston, Massachusetts, in 1866, E.E. Roberts was the second child of George Smith Roberts, a woodcarver, and Hattie Whitman Sanborn. He attended public school in Boston and Meredith, New Hampshire before entering Tilton Seminary in New Hampshire, where he studied drafting and architecture. George Smith Roberts was skilled in mechanical drawing and art, and is often credited with instructing the young E.E. Roberts in drafting.¹³

E.E. Roberts’ older brother, Thomas Elmer, moved to Chicago to study at Rush Medical Center in 1888. The rest of the Roberts family followed, settling in Oak Park. In 1889, E.E. Roberts found employment with Chicago architect Solon S. Beman, first as a timekeeper

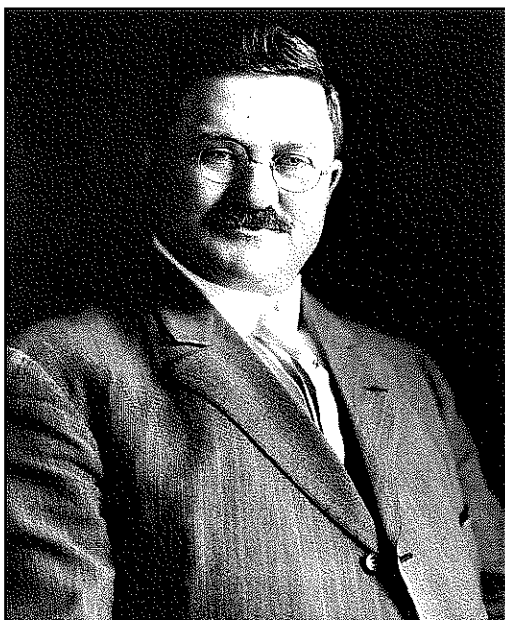
¹⁰ Daniel Bluestone and the Oak Park Landmarks Commission, Ridgeland/Oak Park Historic District National Register of Historic Places Nomination Form, December 8, 1983, p. 19.

¹¹ *Ibid.*, p. 19.

¹² *Ibid.*, p. 20.

¹³ Katherine Keleman. Oak Park Historic Landmark nomination for 625 S. Oak Park Avenue, prepared for property owner Kevin Cuthbert and submitted on July 26, 2006, p. 6.

and later as a supervisor of construction.¹⁴ Roberts soon opened his own architectural practice in Oak Park, emphasizing residential architecture. Roberts employed several draftsmen, including William Gray Purcell in 1902 and John Van Bergen in 1908-09. Roy Hotchkiss was his head draftsman for many years, and later opened his own practice in the Village. His most well-known work is the Art Deco Medial Arts Building at 715 Lake Street.¹⁵ Roberts moved his office to Chicago in 1912 to focus on commercial architecture, but always remained a resident of Oak Park. Roberts lived with his wife, Rossie (Willey) Roberts in a house of his design at 1019 Superior Street until his death in 1943. They had two children, Margaret Willey (b. 1895) and Elmer Clifford (b. 1896). Roberts made his son Elmer a partner in his practice in 1922, four years before poor health prompted Roberts to partially retire. He continued to live in his house at 1019 Superior until his death in 1943.¹⁶



Eben E. Roberts, undated

(Source: Historical Society of Oak Park & River Forest)

E. E. Roberts

ARCHITECT

Rooms 8 and 9
**Oak Park Trust and Savings
Bank Building**

Phone—Office 1125. Res. 1514

101 Marion St., - OAK PARK

(Source: Oak Leaves, September 3, 1904)

Roberts enjoyed a prolific career, and he was fluent in many architectural styles. He is credited with over 110 existing buildings in Oak Park alone. His early homes were simple, clapboard two-story structures with steep roofs, sometimes with Victorian or Classical detailing. Roberts also designed Queen Anne Style homes, such as the Hoover house of 1896, located at 521 N. Euclid Avenue, which features an octagonal tower, several bays, and a gabled roof. The Sampson Rogers House at 537 N. Euclid Avenue, built in 1895, is constructed in the Shingle Style and has an overhanging attic, off-center entrance, and octagonal bays. In 1896-1897 Roberts designed two large Queen Anne homes for prominent banker brothers Simpson and Joseph Dunlop at 407 and 417 N. Kenilworth Avenue.

¹⁴ Unpublished biographical essay on E.E. Roberts written by his grandson, Howard Roberts Drew, dated December 1993.

¹⁵ Don Gunning. Wright Plus 2004 Research Report for the Charles Lorenzen House, 635 Fair Oaks.

¹⁶ Don Gunning. Wright Plus 2004 Research Report for the Charles Lorenzen House, 635 Fair Oaks.



521 N. Euclid Avenue, 1896



537 N. Euclid Avenue, 1895



407 N. Kenilworth Avenue, 1896

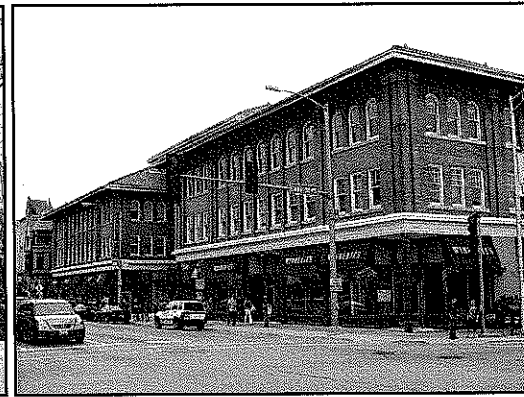


417 N. Kenilworth Avenue, 1897

The 1908 Elliott House, located at 539 N. Oak Park Avenue, employs half-timbering in its Tudor Revival design, a nationally popular style at the time. Roberts also designed such public buildings as the 1908 Prairie Style Scoville Building on Lake Street and Oak Park Avenue and the original Village Hall, at 635 Lake Street, a Neoclassical structure built in 1903 (now demolished). A number of Oak Park churches and schools also were designed by Roberts. The Village of Oak Park has declared several of his buildings as Historic Landmarks, including the Park Grove and Park Manor apartments, 173-181 N. Grove (1922, 1926-27), the Roberts Building, 300-304 N. Grove (1926), and the Maze Branch Library, 845 Gunderson (1936).¹⁷



539 N. Oak Park Avenue, 1908



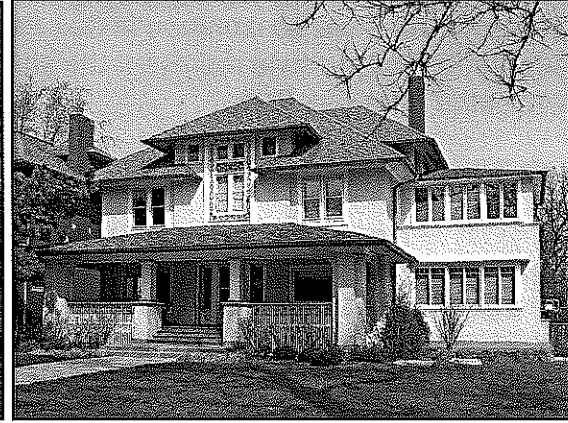
129-151 N. Oak Park, Scoville Building, 1908

¹⁷ These three buildings were constructed in the later part of Roberts' career. Although E.E. Roberts was still a partner and advisor in the firm, his son, Elmer, drove the designs for their commissions following 1926.

Around the turn-of-the-century, Roberts turned away from traditional and revival styles, and he embraced a more modern mode of architecture. He began to design homes with flattened wall planes, strong woodwork, and wide eaves, which lent his houses a rectilinear appearance. According to Frances Steiner, who wrote her 1970 thesis on E.E. Roberts, the A.J. Redmond House, located at 422 Forest Avenue, marks a transformation in Roberts' designs.¹⁸ Built in 1900, the house features broad eaves, heavy porch piers, and greater horizontal emphasis. Succeeding the Redmond House, Roberts designed the Magill House (1903) at 164 N. Euclid Avenue, in the "rectilinear" style, now commonly referred to as the Prairie School. It is composed of heavy interlocking blocks, a wide roof with dormers and deep eaves, and a porch with substantial piers and a low, hipped roof.¹⁹



422 Forest, A. J. Redmond House, 1900

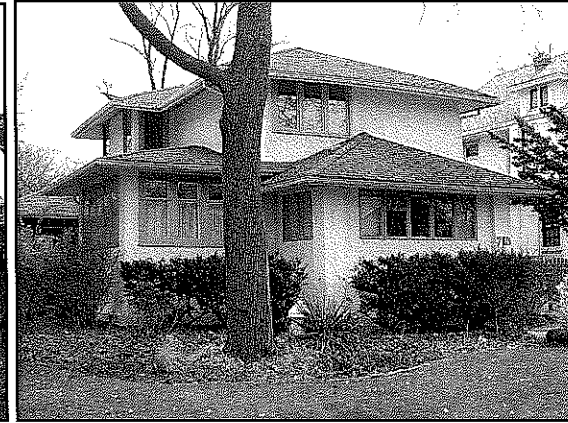


164 N. Euclid Avenue, Magill House, 1903

Following the Redmond and Magill houses, Roberts designed dozens of solid, two-story, symmetrical homes in the modern, rectilinear style (later referred to as the Prairie or Prairie-influenced), often varying only the dormers. Hipped roofs, full-width porches, and broad eaves are recurrent. Houses such as the geometric Lorenzen House (1908) at 635 Fair Oaks Avenue, with its heavy porch posts, and the Henderson House (1904) at 715 N. Oak Park Avenue, with its low roof and complex arrangement of block-like parts, reflect the influence of the Prairie School on Roberts' architecture.²⁰



635 Fair Oaks, Lorenzen House, 1908



715 N. Oak Park, Henderson House, 1904

¹⁸ Op. cit., Keleman, p. 6.

¹⁹ Ibid., p. 6.

²⁰ Ibid, p. 6.

Roberts' homes of this period reflect his association with the Prairie School. As an Oak Park architect in the early twentieth century, it was impossible to escape the influence of Frank Lloyd Wright, who was pioneering a revolutionary movement in the architectural landscape. Roberts was a friend and colleague of the circle of progressive Prairie School architects that included Wright, George Maher, George Elmslie, William Purcell, Dwight Perkins, and Robert Spencer, among others. Though not all of these architects worked out of Oak Park, Wright's influence centered the movement in that town. Roberts' worth lies in the fact that he bridged the radicalism of the Prairie School with the more conservative popular taste.²¹ In their *Survey of Historical Architecture of the Village of Oak Park*, Hasbrouck and Sprague claim that it is "possible that Roberts was the person responsible for evolving out of the Queen Anne and from suggestions by Wright and Maher, the kind of non-historical rectilinear style that was so common in Oak Park, from about 1900 to 1915."²² Roberts' early adaptations of the style represent the shape Prairie School architecture would take as it disseminated from Oak Park.

Prairie style

The Prairie style of architecture was the result of a progressive movement away from the Classical and Victorian architectural styles and was concentrated in Chicago and in Oak Park. The group of architects considered part of this movement were referred to as the "Prairie School." Among the most important of these architects were George Maher, Robert Spencer, Jr., Thomas Tallmadge, Vernon Watson, Charles White, Eben E. Roberts, Walter Burley Griffin, William Drummond, Barry Byrne, George Elmslie, William Purcell and Van Bergen.²³ All but four of these architects designed in Oak Park.

This progressive era is generally associated with the period from the beginning of the 20th century through World War I. Following the war the popularity of the Prairie style waned and many of the architects who worked in the style adapted with the changing times. Common features of a Prairie style home include a low-pitched roof, often hipped, with wide overhanging eaves; two stories with one-story wings or porches; and cornice and façade detailing emphasizing horizontal lines.²⁴ The Ehlers Flats at 241 S. Elmwood Avenue has a variety of mature Prairie Style elements, such as the contrast of stucco walls with strips of horizontal wood banding, the use of leaded casement windows arranged in horizontal groupings, hipped roof and dormers, deep overhanging eaves and the use of geometric ornament.

Oak Park is renowned for its many hundreds of buildings, mainly homes, designed in or influenced by the Prairie style. Indeed the *Frank Lloyd Wright-Prairie School of Architecture Historic District* to the north of Lake Street has been referred to as the largest concentration of Prairie style homes in the country. While recognized more for its Victorian architecture, the *Ridgeland/Oak Historic District* further south within Oak Park contains over 75 Prairie influenced designs, of which the William J. Ehlers Flats is an excellent example.

²¹ *Ibid.*, p. 7.

²² Wilbert R. Hasbrouck and Paul E. Sprague, *Survey of Historical Architecture of the Village of Oak Park, Illinois* (Oak Park: Landmarks Commission of Oak Park, 1974), 21.

²³ McAlester, Virginia & Lee. *A Field Guide to American Houses*, New York: Alfred A. Knopf, 2000, p. 440.

²⁴ McAlester, Virginia & Lee, p. 439.

Criteria for Designation

According to Section 7-9-6(B) of the Oak Park Historic Preservation Ordinance, the Historic Preservation Commission must make a preliminary determination of eligibility after receiving a nomination. A determination of preliminary eligibility must be based upon a finding that there is a likelihood that a nominated historic landmark will meet one or more of the "Criteria for Designation" set forth in Section 7-9-5 of this Article.

The William J. Ehlers Flats was nominated under the following criteria:

- (1) Significance as an example of the architectural development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park, the State, or the United States;
- (5) Embodiment of those distinguishing characteristics of a significant architectural style;
- (6) Identification as the work of an architect whose individual work is significant in the development of the Village of Oak Park, the State of Illinois and the United States;

In addition, the property is at least 50 years old and has sufficient integrity of location, design, materials and workmanship to make it worthy of preservation or restoration.

Bibliographical References

Primary and unpublished sources

Village of Oak Park building permit no. 2237, dated September 14, 1909 for 241 S. Elmwood. Owner: W. J. Ehlers, Contractor: Charles Anderson. Two-story stucco apartments valued at \$9,500.

Village of Oak Park building permit no. 2489, dated May 6, 1910 for 241 S. Elmwood. Owner: W. J. Ehlers, Contractor: August Petterson. Stucco garage valued at \$800.

Village of Oak Park building permit no. 21167, dated February 24, 1936 for 241 S. Elmwood. Owner: G. W. Strickert, Contractor: Clarence Peterson. Alterations valued at \$600.

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"Pixley & Ehlers Plan New Restaurant on West Madison." Chicago Daily Tribune, August 2, 1931, p. 18.

"Pixley & Ehlers Rent Randolph St. Restaurant Site." Chicago Daily Tribune, May 30, 1937, p. B12.

"Pixley and Ehlers advertisement." Chicago Daily Tribune, August 19, 1930, p. 7.

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Ridgeland Revealed. Oak Park:

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"Successful: William J. Ehlers, Founder of Restaurant Chain, One of Oak Park's Prominent Business Men." The Oak Parker, November 29, 1935, p. 74.

"William Ehlers Dies: Founder of Restaurants." Chicago Daily Tribune, August 5, 1951, p. 34.

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OAK PARK HISTORIC PRESERVATION COMMISSION

Christina Morris, Chair
Joerg Albrecht
Greg Battoglia
Garret Eakin

Frank Heitzman
Bob Lempera
Rosanne McGrath
Regina Nally

Drew Niermann
Gary Palese
Tony Quinn

The Commission is staffed by the Community Planning and Development Department, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302

Nomination Report prepared by:
Douglas Kaarre, AICP
Urban Planner/Historic Preservation
Village of Oak Park
123 Madison Street
Oak Park, Illinois 60302
(708) 358-5417
kaarre@oak-park.us

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

K(2)

Item Title: Motion to accept Historic Preservation Commission Resolution and Findings of Fact and Direct Staff to Prepare an ordinance authorizing amendment of Section 7-9-8F of the Village Code designating 410 N. Kenilworth Avenue as a Historic Landmark.

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Douglas Kaarre and

Department Director Name:

M. Filer

Village Manager's Office:

UP

Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

The Historic Preservation Ordinance, adopted by the Village Board in 1994, enables the Historic Preservation Commission to recommend, and the Village Board to adopt by Ordinance, local landmarks within the Village. The property must meet one or more of 8 criteria for designation as listed in the ordinance. The ordinance calls for the Commission to hold a public hearing and then forward a recommendation in the form of a Resolution to the Village Board. Upon receipt of the Resolution and nomination report, the Village Board has 30 days in which to designate or reject the nomination by simple majority. Upon approval, the Board shall enact an ordinance designating the landmark.

- A. Nomination for Landmark status submitted: April 4, 2012
- B. HPC preliminary determination of eligibility: April 12, 2012
- C. HPC public hearing; approved Resolution and Findings of Fact: June 14, 2012

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

On April 4, 2012 the Historic Preservation Commission received a completed Oak Park Historic Landmark nomination form for the property at 410 N. Kenilworth Avenue. The Historic Preservation Commission conducted a preliminary determination of eligibility on April 12, 2012 which determined that the property met four of the criteria for designation contained in the Historic Preservation Ordinance.

The Historic Preservation Commission scheduled the required Public Hearing on May 10, 2012. Legal Notice of the Public Hearing was published in the April 25, 2012 Wednesday Journal and hearing notices were mailed to Village property owners within 250 feet of the site. The Commission did not have a quorum on May 10. The property owners signed a waiver of the 45-day time requirements in the preservation ordinance, and the hearing was rescheduled for June 14, 2012.

The Historic Preservation Commission approved the nomination as the Findings of Fact and recommended approval of the property as an Oak Park Historic Landmark by the attached Resolution on June 14, 2012 as is mandated in the Historic Preservation Ordinance.

The property at 410 N. Kenilworth Avenue is known as the *Edwin H. Ehrman House*. The two and one-half story stucco English Arts & Crafts-style house was designed by architect Lawrence Buck in 1908. The property is significant for its architecture, for its association with architect Buck and for its association with Edwin H. Ehrman, a prominent local businessman who co-founded and co-owned the Pixley and Ehlers Restaurant chain, who lived in the house for 38 years. The property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State or the United States.
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park.
- (5) Embodiment of those distinguishing characteristics of a significant architectural style.
- (6) Identification as the work of an architect whose individual work is significant in the development of the Village of Oak Park.

Staff Commentary (If applicable or different than Commission):

Village staff recommends acceptance of the Historic Preservation Commission findings and recommendations by Resolution and directs staff to prepare the ordinance designating 410 N. Kenilworth Avenue as a Historic Landmark.

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

The amount of \$250 (account #1001-46200-332-530662) has been budgeted for this item for a bronze plaque and is also the current amount requested.

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

The alternative is to not accept the recommendations of the Historic Preservation Commission and not designate the property as a Historic Landmark. This would save the Village \$250 but would not protect the historic character of the building in the future.

Proposed Recommended Action:

Move to accept the Historic Preservation Commission Findings and Recommendations by Resolution and directs staff to prepare an ordinance designating 410 N. Kenilworth Avenue as a Historic Landmark.

Resolution for 410 N. Kenilworth Avenue recommended by the Historic Preservation Commission, dated June 14, 2012
Minutes from the April 12, 2012 HPC meeting (preliminary determination of eligibility)
Minutes from the June 14, 2012 HPC meeting (public hearing)
Waiver of 45-day requirement for public hearing process for designation of Historic Landmarks
Oak Park Historic Landmark Nomination Form and Report for 410 N. Kenilworth Avenue

RESOLUTION/ FINDINGS OF FACT

Village of Oak Park
Historic Preservation Commission
Nomination for Land Mark Status
410 North Kenilworth Avenue

WHEREAS, the Commission Staff on behalf of the property owner (hereinafter referred to as "applicant") filed a Nomination for Landmark Status on April 4, 2012 for the **Edwin H. Ehrman House** with the Historic Preservation Commission, (hereinafter referred to as "Commission") the property being located at **410 N. Kenilworth Avenue**, Oak Park, Illinois; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission scheduled the nomination for preliminary review at the regularly scheduled Historic Preservation Commission meeting of April 12, 2012; and

WHEREAS, at that regularly scheduled meeting the Historic Preservation Commission, it was unanimously determined that there was a likelihood that the nominated property would meet one or more of the criteria for designation contained in the Historic Preservation Ordinance; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission, set Thursday evening, May 10, 2012 at 7:30 p.m. as the date and time of a public hearing held at Oak Park Village Hall, 123 Madison Street, to take testimony on the question as to whether the **Edwin H. Ehrman** should be recommended for Nomination as an Oak Park Landmark; and

WHEREAS, notice of the time and place of said public hearing was duly published on April 25, 2012 in the Wednesday Journal, a newspaper of general circulation in the Village of Oak Park, and letters were also mailed to property owners within 250 feet of the subject property, advising them of the application and the public hearing to be held thereon; and

WHEREAS, on May 10, 2012 this Commission did not have a quorum of members present. Following signature of a waiver of the 45-day time requirement for public hearing process for designation of Historic Landmarks by the property owner, this Commission rescheduled the public hearing to June 14, 2012. This Commission did have a quorum of members present on June 14, 2012; and

WHEREAS, this Commission having fully heard and considered the testimony of the applicant and others present at the hearing and materials submitted prior to and during the hearing, does hereby find the following:

1. That the property includes a two and one-half story stucco house designed in 1908 in the English Arts and Crafts style.

2. That the house was constructed for Edwin H. Ehrman, who lived in the house for 38 years and was a prominent local businessman.
3. That the building was designed by Lawrence Buck, a prominent architect and noted architectural artist who designed four other buildings in Oak Park and numerous other buildings in Rockford and the Chicago area in the early 20th century.
4. That the evidence presented showed that the property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":
 - (1) *Significance as an example of the architectural development or heritage of the Village of Oak Park.*
 - (3) *Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park.*
 - (5) *Embodiment of those distinguishing characteristics of a significant architectural style.*
 - (6) *Identification as the work of an architect whose individual work is significant in the development of the Village of Oak Park.*

Now, therefore, be it and it is hereby resolved that this Historic Preservation Commission, acting under and by virtue of the authority conferred upon it by the Ordinance of the Village of Oak Park, does hereby recommend to the President and Board of Trustees of the Village of Oak Park that the property located at **410 N. Kenilworth Avenue** and known as the **Edwin H. Ehrman House** be designated an Oak Park Historic Landmark under the provisions of the Oak Park Historic Preservation Ordinance.

Thursday, June 14, 2012

Oak Park Historic Preservation Commission
April 12, 2012 Meeting Minutes
Oak Park Village Hall, Council Chambers – 7:30 pm

ROLL CALL

PRESENT: Chair Christina Morris, Joerg Albrecht, Greg Battoglia, Garret Eakin, Frank Heitzman, Bob Lempera, Rosanne McGrath, Gary Palese, Tony Quinn
ABSENT: Regina Nally, Drew Niermann
STAFF: Douglas Kaarre, Urban Planner

A. Historic Landmarks: Preliminary Determination of Eligibility

410 N. Kenilworth Avenue, Edwin H. Ehrman House, Lawrence Buck, 1908

Chair Morris introduced the nomination. Planner Kaarre provided an overview of the application. Owner consent is on file. The Ehrman House was constructed in 1908 and designed in the Prairie and Arts and Crafts styles by architect Lawrence Buck. The house was built for Edwin H. Ehrman. The house was nominated under the following criteria for designation:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park;
- (5) Embodiment of those distinguishing characteristics of a significant architectural type, or style, or engineering specimen;
- (6) Identification as the work of a builder, designer, architect, craftsman, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park.

Motion by Albrecht to approve the Preliminary Determination of Eligibility for Historic Landmark designation for 410 N. Kenilworth Avenue under criteria 1, 3, 5 and 6 as submitted. Second by Palese.

Commissioner Albrecht noted that the proportion and details of the English Arts and Crafts is lovely.

Commissioner Eakin noted that its one of his favorite houses. He noted that its not Prairie style and the nomination should be amended to reflect that the house is English Arts and Crafts only.

Commissioner Heitzman noted that it reminds him of designs by architect Charles F. A. Voysey and German architect Hermann Muthesius, who wrote *Das englische Haus* (the English House), which influenced architect Walter Gropius.

Motion approved 9-0 noting the change to the architectural style.

AYE: Albrecht, Battoglia, Eakin, Heitzman, Lempera, McGrath, Palese, Quinn, Morris

NAY: None

Oak Park Historic Preservation Commission
June 14, 2012 Meeting Minutes
Oak Park Village Hall, Council Chambers – 7:30 pm

ROLL CALL

PRESENT: Chair Christina Morris, Joerg Albrecht, Greg Battoglia, Garret Eakin, Rosanne McGrath, Drew Niermann, Gary Palese, Tony Quinn
ABSENT: Frank Heitzman, Bob Lempera, Regina Nally
STAFF: Douglas Kaarre, Urban Planner

A. Historic Landmarks: Public Hearing

410 N. Kenilworth Avenue, Edwin H. Ehrman House, Lawrence Buck, 1908

Chair Morris introduced the nomination and noted that owner consent is on file. The Ehrman House was constructed in 1908 and designed in the Arts and Crafts style by architect Lawrence Buck. The house was built for Edwin H. Ehrman. The house was nominated under the following criteria for designation:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park;
- (5) Embodiment of those distinguishing characteristics of a significant architectural type, or style, or engineering specimen;
- (6) Identification as the work of a builder, designer, architect, craftsperson, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park.

Roger Walters, property owner of 410 N. Kenilworth, stated that he would like to thank Doug Kaarre for putting the nomination together and Lawrence Buck for designing the house. They love the house and love living there.

Commissioner Eakin stated that he loves this house; it's one of his favorites in Oak Park. It is simple yet complex and is a quality Arts and Crafts design. He also loves the color scheme.

Motion by Eakin to accept the nomination report for 410 N. Kenilworth Avenue as the Findings of Fact under criteria (1), (3), (5) and (6). Second by Palese. Motion approved 8-0.

AYE: Albrecht, Battoglia, Eakin, McGrath, Niermann, Palese, Quinn, Chair Morris

NAY: None

Motion by Battoglia to forward a Resolution and the Findings of Fact for 410 N. Kenilworth Avenue to the Village Board of Trustees for approval. Second by Albrecht. Motion approved 8-0.

AYE: Albrecht, Battoglia, Eakin, McGrath, Niermann, Palese, Quinn, Chair Morris

NAY: None

Motion by Albrecht to close the public hearing. Second by Niermann. Motion approved 8-0.

AYE: Albrecht, Battoglia, Eakin, McGrath, Niermann, Palese, Quinn, Chair Morris

NAY: None

**WAIVER OF 45 DAY REQUIREMENT
FOR PUBLIC HEARING PROCESS
FOR DESIGNATION OF HISTORIC LANDMARKS**

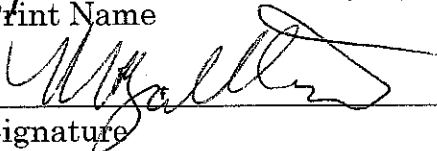
Section 7-9-6 of the Village of Oak Park Historic Preservation Ordinance outlines the process the Historic Preservation Commission uses for designating Historic Landmarks. The Ordinance states that if the Commission makes a preliminary determination that there is a likelihood that the nominated Historic Landmark may meet one or more criteria for landmark designation, the Commission shall schedule a designation hearing to be held within forty five (45) days of the preliminary determination.

With regard to the property at 410 N. Kenilworth, the Commission made a preliminary determination of eligibility on April 12, 2012. The Commission scheduled a designation hearing on May 10, 2012. As a result of a lack of a quorum by the Commission on May 10, the Commission did not hold their regularly scheduled meeting on that date. The Commission is set to conduct a landmark designation hearing on this property on June 14, 2012. The Village of Oak Park is requesting that the applicant waive the 45-day time limit to conduct a designation hearing in order to allow the Historic Preservation Commission to hold this hearing at its June 14, 2012 meeting.

As the property owner for 410 N. Kenilworth Avenue, and the person who nominated that property for Landmark Designation, I hereby waive the requirement that the Historic Preservation Commission conduct a designation hearing within 45 days of its preliminary designation. This waiver will allow the designation process to proceed at the Historic Preservation Commission's June 14th meeting.

ROGER E. WALTERS

Print Name



Signature

5/31/2012

Date

8. Form Prepared By

name/title DOUGLAS KAARRE, AICP
organization VILLAGE OF OAK PARK date APRIL 4, 2012
street & number 123 MADISON STREET phone (708) 358-5417
city or town OAK PARK state ILLINOIS zip code 60302

9. Property Owner

name ROGER AND MARY WALTERS email roger.walters@gmail.com
street & number 410 N. KENILWORTH AVENUE telephone (708) 386-3727
city or town OAK PARK state ILLINOIS zip code 60302

owner consents to historic landmark designation: yes no

Roger Walters
Signature

5/31/2012
Date

Applicant(s) – If different than Property Owner

name PROPERTY OWNER
street & number _____ telephone _____
city or town _____ state _____ zip code _____

10. Official Action

Date Application Submitted: April 4, 2012

Preliminary Determination of Eligibility April 12, 2012

Public Hearing: June 14, 2012

Result: HPC approved Resolution and Findings and forwarded to Board

Date of Village Board Action: _____

Result: _____

Date of Village Board Action: _____

Result _____



123 MADISON STREET, OAK PARK, ILLINOIS 60302

HISTORIC LANDMARK NOMINATION REPORT



Edwin H. Ehrman House
410 North Kenilworth Avenue

Preliminary Determination of Eligibility approved by the
Oak Park Historic Preservation Commission on April 12, 2012

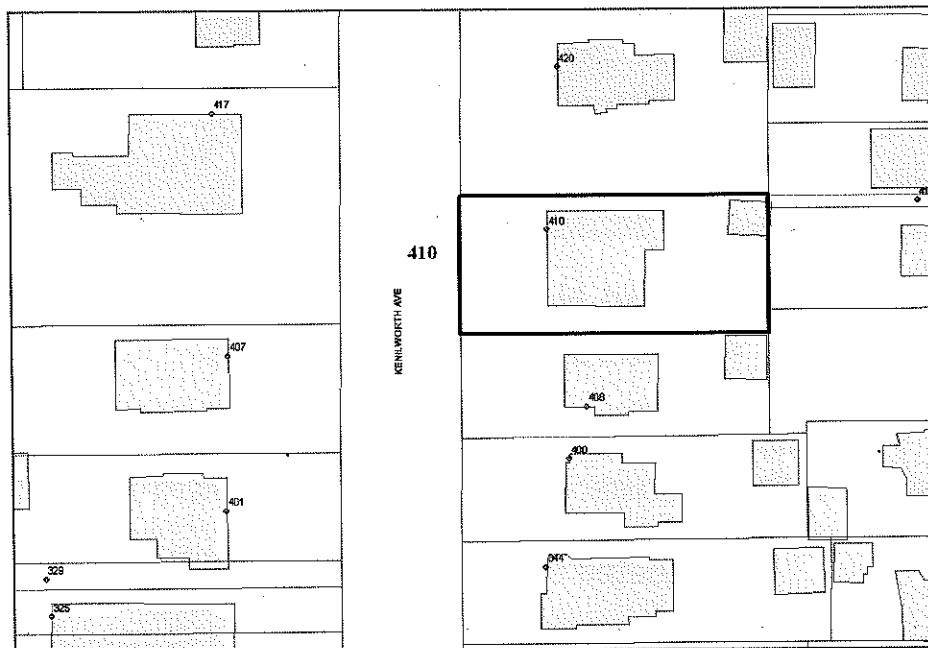
Designated by Village Ordinance on

Edwin H. Ehrman House 410 N. Kenilworth Avenue

Built: 1908
Architect: Lawrence Buck
Builder: Joseph Hammond & Co.

The 1908 Edwin H. Ehrman House is located at 410 N. Kenilworth Avenue in Oak Park, Illinois, and faces west. The two and one-half story stucco-clad house sits on the east side of the street just to the south of Chicago Avenue. The house is an example of the English Arts and Crafts style of architecture. The main west façade is a broad flat stucco plane with a deep recessed entry at the northwest corner. A flat overhanging eave extends out to the north, with bead board soffits and minimal paired brackets with two hanging chain supports. A massive stucco pier at the corner divides two entrances from west and north. The façade is only interrupted by a horizontal band of four wood casement windows on the second floor aligned above a band of six wood casement windows on the first floor. The narrow horizontal eave over the first floor windows lines up with the porch entry overhang. A heavy wood bay window with a triangular wood base is centered above the entry.

The steep side-gabled roof ends in deep overhanging eaves along the east and west. The second floor windows and bay terminate underneath the eaves. The broad expanse of roof is punctuated by a small shed dormer with a band of four wood casement windows centered above the first and second floor windows. A rectangular brick chimney with a pair of clay chimney pots is placed near the ridge line. A one-story stucco wing extends to the south.



  **Landmark Nomination**
410 N. KENILWORTH AVENUE



The south façade is comprised of a flat stucco wall in a high gable with asymmetrical window openings over a full-width one-story stucco verandah, or sun porch. The porch has a low-pitched hip roof over multiple window openings divided by stucco mullions and massive flared corner posts. The upper story wood casement windows are in pairs and bands of four. Simple decorative beams are evenly spaced over the bead board soffits in the eaves. Copper gutters line the eaves along the east and west facades and around the verandah.



The north elevation mirrors the high gable end on the south, with a pair of wood casements centered within the peak of the gable. The windows on the second floor a variety of openings sizes including a large opening of four casements with double transom windows above each. Pairs of wood casement windows flank the large opening. Each set of windows includes a narrow horizontal eave. Directly behind the recessed entry is a row of three casement windows, following by a section of stucco wall and another single casement. A continuous sill and narrow eave connect the entirety, adding to the horizontality of the

design. A rear side entry door is set underneath a porte cochere of stucco half posts and wood beams with gabled roof extending over the driveway.



History of the Edwin H. Ehrman House

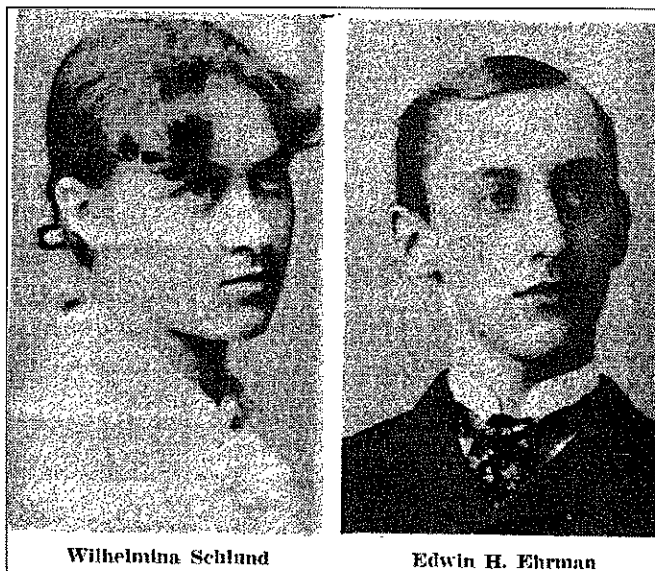
The Edwin H. Ehrman House is an excellent example of a house designed in the English Arts and Crafts style. It was constructed in 1908 and designed by architect Lawrence Buck, a well known early 20th century architect, illustrator, watercolorist and author. The house is significant as the home of prominent local businessman Edwin H. Ehrman, for its English Arts and Crafts design and its association with Buck.

Edwin H. Ehrman

Edwin Hart Ehrman was born in Chicago on August 9, 1866 and moved to Oak Park as a boy. He graduated from Oak Park High School in 1884 and attended the University of Michigan's College of Mechanical Engineering, where he graduated in 1888. He was a co-founder of the Walker-Ehrman Company, which manufactured bicycles. The company later became part of the Chicago Sheet Metal & Screw Company, where Ehrman was the chief engineer.¹ His son-in-law Webster Corlett later became president.



Wilhelmina Schlund Ehrman, 1884
(Source: Oak Leaves, March 26, 1942)



Wilhelmina Schlund Edwin H. Ehrman
1884 Oak Park High School graduation photos
(Source: Oak Leaves, June 23, 1960, p. 7)

As a nationally known expert on screw machine production, Ehrman was commissioned by the U. S. Government during World War I to travel to England to work on the compatibility of American and British machine parts used in the war.² Mr. Ehrman was also personally interested in all things mechanical, and was noted as owning one of the first automobiles in Oak Park, a one-cylinder Cadillac. He was a member of the Society of Automotive Engineers. He had a central vacuum cleaning system installed in his house, and was thought to have invented an early stereo system with huge speakers. He also devised a system of canvas "sails" in his attic to practice his golf swing.³

Wilhelmina (Minnie) Schlund was born in Oak Park in 1867. She graduated from Oak Park High School in 1884 and was a classmate of Edwin Ehrman. Her parents were an early pioneer family in Oak Park and charter members of the Unitarian Universalist church. She

¹ "E. H. Ehrman Dies; Pioneer, Designer and Inventor," Chicago Daily Tribune, June 20, 1946, p. 48.

² *Ibid.*, p. 48.

³ Linda Hutchinson and Georgia Rush, *Edwin H. Ehrman House*, Wright Plus research report, 1993.

was also one of the first members of the Nineteenth Century Women's Club.⁴ Following their marriage, Edwin and Minnie had three children, two of whom survived to adulthood: Helen (1894) and Wilhelmina (1900). Both daughters graduated from Oak Park High School and married brothers, Helen to Webster Corlett and Wilhelmina to Robert Corlett.⁵ Edwin Ehrman died at West Suburban Hospital on June 13, 1946 at age 79.⁶ Minnie Ehrman died at home on July 2, 1950 at the age of 83.⁷



Oak Park High School Baseball Team, 1884, E. H. Ehrman is standing second from left
(Source: Oak Leaves, March 26, 1942)



Oak Park High School Class of 1884
Edwin Ehrman (standing 3rd from right), Wilhelmina Schlund (seated lower left)
(Source: Oak Leaves, 1960)

⁴ "Wilhelmina S. Ehrman Dies in Home at 83," Oak Leaves, July 6, 1950.

⁵ "High School Senior's Parents, Grandparents Preceded Her," Oak Leaves, March 26, 1942, p. 34.

⁶ "E. H. Ehrman Dies: Pioneer, Designer and Inventor," Oak Leaves, June 20, 1946, p. 48.

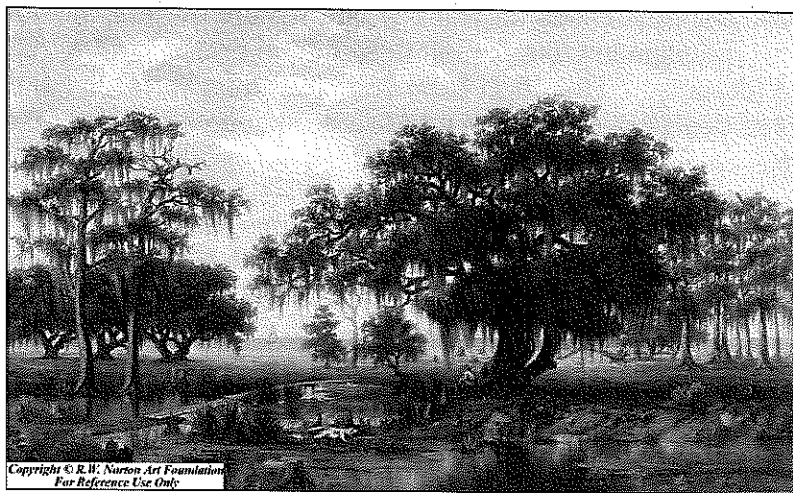
⁷ "Wilhelmina S. Ehrman Dies in Home at 83," Oak Leaves, July 6, 1950.

Edwin and Minnie Ehrman were both life-long members of the Unitarian Universalist Church and was a trustee of the church in Oak Park. He was also appointed chair of the Church and Grounds Committee during planning and construction of Unity Temple, designed by architect Frank Lloyd Wright in 1906.⁸ Wright and Ehrman disagreed about the roof design of the church, as Ehrman believed it would leak.⁹ The planning and construction of the house at 410 N. Kenilworth occurred at the same time as Ehrman's work with Wright on Unity Temple. It is possible that...*"his frustration with the delays, cost overruns, and constant design changes of Unity Temple made him leery of engaging the same architect for his own home."*¹⁰ Lawrence Buck, who had already completed several homes in Oak Park, was ultimately more suited to the role.

The house at 410 N. Kenilworth has had only three owners in its 104 year history. Following Mrs. Ehrman's death in 1950, the house was purchased by Philip and Carmella Barratta, who lived there with their three children for 35 years. The current owners, Roger and Mary Walters, purchased the house in 1985 and have restored much of the house to its original condition.

Lawrence Buck, Architect

Lawrence Buck was born in New Orleans, Louisiana in 1866, the son of noted artist William Henry Buck (1840-1888). William Henry Buck was born in Norway and moved to Boston as a young man. By 1860, he had moved south to New Orleans to work in the cotton business, but also became a pupil of Richard Clague, Louisiana's first major landscapist. Buck specialized in paintings of dramatic oak trees draped with Spanish moss. By the 1880s, he was able to devote himself to painting full-time, creating landscapes of the southern Louisiana countryside. He helped organize the Southern Art Union and became the leading Louisiana landscape artist of his time, his paintings communicating the sultry atmosphere and haunting quality of bayou country to people around the world.¹¹



Copyright © R.W. Norton Art Foundation
For Reference Use Only
Mississippi Delta by William Henry Buck (R. W. Norton Art Foundation)

⁸ David M. Sokol, *The Noble Room*, David M. Sokol, 2008.

⁹ Linda Hutchinson and Georgia Rush, *Edwin H. Ehrman House*, Wright Plus research report, 1993.

¹⁰ Wickes, Molly, Editor, *A Guide to Oak Park's Frank Lloyd Wright and Prairie School Historic District*, Oak Park: Oak Park Historic Preservation Commission, 1999, p. 47

¹¹ R. W. Norton Art Foundation, www.rwnaf.org/collections/item?id=2448.

It is apparent that Lawrence Buck learned from or inherited his father's artistic talent, as he worked during his career as an architectural renderer and was also a watercolorist whose paintings were exhibited at the Art Institute of Chicago.¹² He was working as a draughtsman in New Orleans by 1885 and had moved to Birmingham, Alabama by 1887. During his five years in Birmingham he worked for several architects, including A. J. Armstrong, Charles Wheelock and the firm of Sutcliffe, Armstrong and Willett.¹³

In 1888, Lawrence's father William Buck died, and his mother and two sisters moved to Birmingham to live with Lawrence. The Buck later moved to Chicago, where Lawrence was first listed in the 1894 Lakeside Directory of Chicago as an architect.¹⁴ The expanding work for architects in Chicago and the 1893 World's Columbian Exposition may have been the main reasons for the move.

Also in 1894 Buck participated in the seventh annual exhibition of the Chicago Architectural Club, where he was listed as an active member, contributing five watercolor sketches.¹⁵ Architect John Sutcliffe had also recently relocated to Chicago, and Buck worked with him on what is considered his earliest known work, an entrance gate to Chicago's Lincoln Park.¹⁶

In 1902 Buck became a member of "The Crafters," a loose working relationship with recent Art Institute graduates Eleanor d'Arcy Gaw and Mary Mower. Their studio and offices were located in Steinway Hall, the center of Chicago's progressive architectural movement where Dwight Perkins, Robert Spencer, A. Phelps Wyman and Frank Lloyd Wright also maintained offices. Although "The Crafters" was only active for a few years, Buck retained his office in Steinway Hall well into the 1920s.¹⁷

Between 1903 and 1905, Buck worked in Rockford, IL, where he designed 11 buildings. He then worked briefly as an architectural renderer for George Maher before opening a Chicago practice in 1906. Although he maintained his Chicago office for much of his career, Buck preferred to work out of his home studio in Ravinia, IL, a house he designed in 1911.¹⁸ He also designed many other residences for wealthy north shore owners, including "Walden", the Cyrus McCormick mansion in Lake Forest, designed in partnership with Schmidt, Garden and Martin in 1914 (demolished in the 1960s) and "Allendale Farm" in Lake Villa, a school and farm for boys. His design of the school was featured in an architectural exhibit at the Art Institute in 1912.¹⁹

Buck is known for four other designs in Oak Park. All of these homes are heavily influenced by the English Arts and Crafts movement. His use of stucco, simple massing and grouping of windows is reflected in all his Oak Park designs. The Charles Reeves House at 454 Iowa

¹² Arlene Sanderson, Ridgeland Revealed, Oak Park, 1993, p. 91

¹³ Ronald Ramsay, Four Mounds Estate Historic District National Register Nomination, 2001, Section 8, p. 11.

¹⁴ Ronald Ramsay, Section 8, p. 11.

¹⁵ *Ibid.*, p. 11.

¹⁶ *Ibid.*, p. 11.

¹⁷ *Ibid.*, p. 11.

¹⁸ Molly Wickes and Oak Park Historic Preservation Commission, A Guide to Oak Park's Frank Lloyd Wright and Prairie School Historic District, Oak Park, 2000, p. 140.

¹⁹ Linda Hutchinson and Georgia Rush, Edwin H. Ehrman House, Wright Plus research report, 1993.

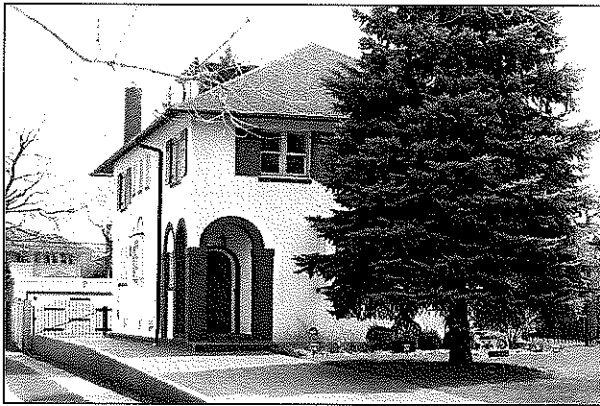
was featured in the October 1908 issue of the *House Beautiful* and in the *Ladies' Home Journal* in April 1909.²⁰



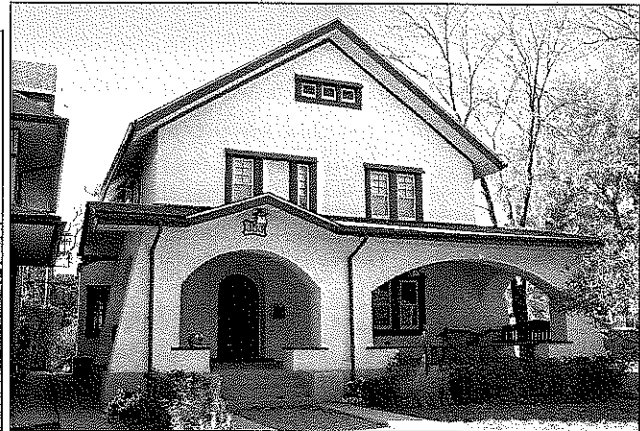
300 S. Elmwood Avenue (1904)



454 Iowa Street (1905)



160 N. Euclid Avenue (1915)

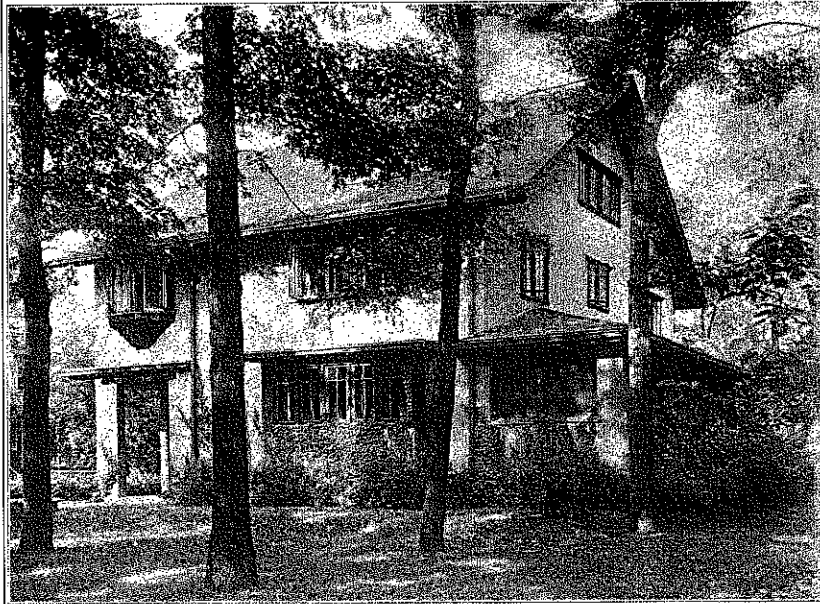


303 S. Grove Avenue (1908)

It is clear that Buck was influenced by the English Arts and Crafts movement through his Oak Park designs. The *Rose Kavana House* at 300 S. Elmwood (1904) exhibits many of the characteristics later seen at the Ehrman House, such as a stucco gabled façade, simple massing and decorative ribbon windows. Buck was not a mainstream Prairie style architect, but tended to design in a more simplified vernacular inspired by the English Arts and Crafts movements, such as that work by English architect Charles F. A. Voysey.

In addition, six of Buck's designs were included in Herman von Holst's *Modern American Homes*, published in 1913, including the house for Edwin Ehrman at 410 N. Kenilworth in Oak Park. The other designs, including his own home in the Rogers Park neighborhood of Chicago, are also indicative of the English Arts and Crafts movement.

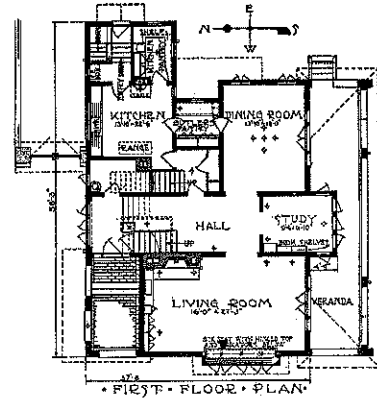
²⁰ Ronald Ramsey, Section 8, p. 12.



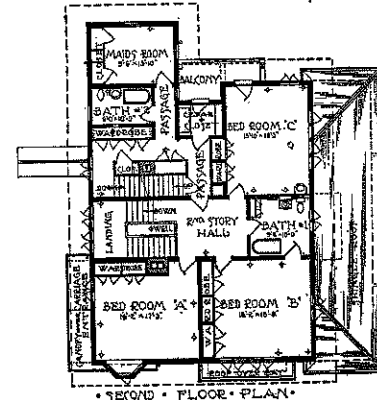
A Well-Planned Cement Plaster House of Dignified Character

Lawrence Buck, Architect, Chicago, Illinois

THIS cement plaster house was built in 1908 and is the residence of Mr. E. H. Ehrman, Oak Park, Illinois. Its principal charm lies in the design and arrangement of the windows. Note how the ledge over the entrance, the cornice of the living room windows, and the cornice over the porch are made to line up. The house is kept low on the ground, and this effect is emphasized by having the steps inside the entrance porch. Casement windows have been used throughout except in the service portion. The interior finish in the main rooms is oak. The dining room has a plain paneled wainscot. Cost \$13,000.



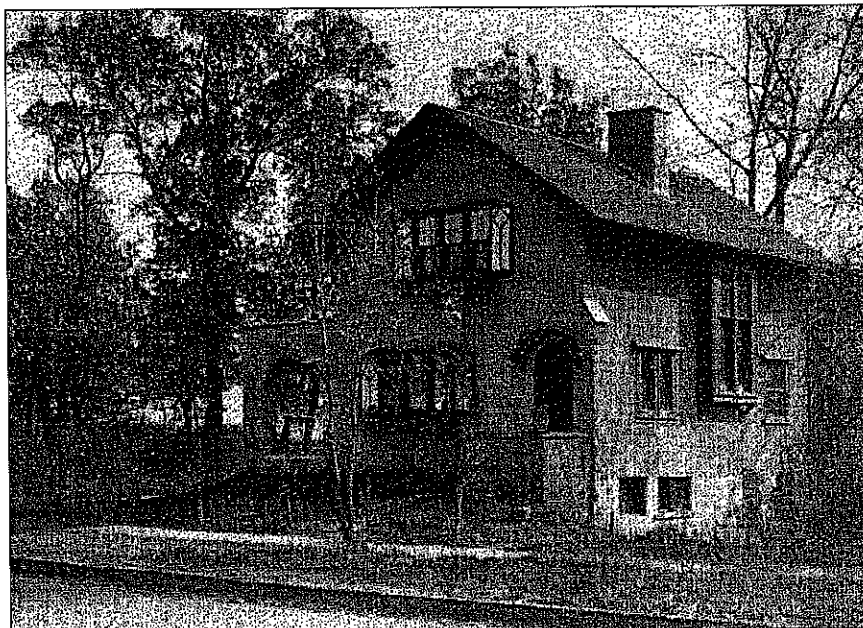
• FIRST FLOOR PLAN •



• SECOND FLOOR PLAN •

PLATE 4

The Ehrman House in the 1913 publication *Modern American Homes* by Hermann von Holst

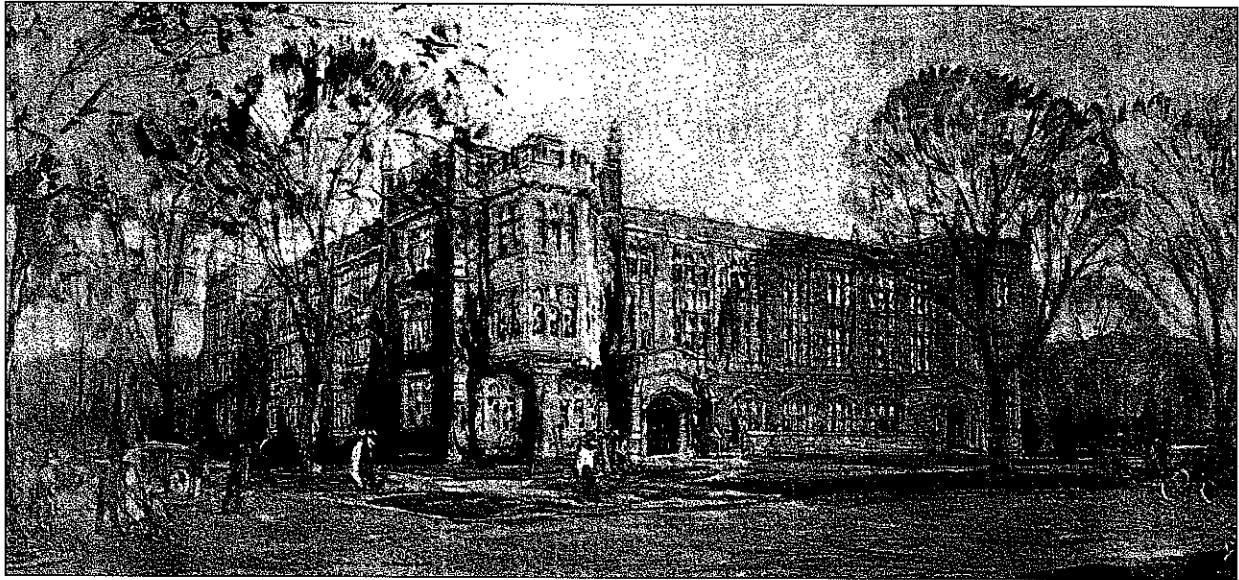


"A Simple Home as Part of the Landscape" (1904)

The Rogers Park home featured in *Modern American Homes* in 1913.



Architectural rendering of the Elizabeth Condell Memorial Hospital in Libertyville, IL
Drawn by Lawrence Buck and designed by Herman von Holst (1928)
(Source: Chicago Daily Tribune, January 15, 1928, p. B1)



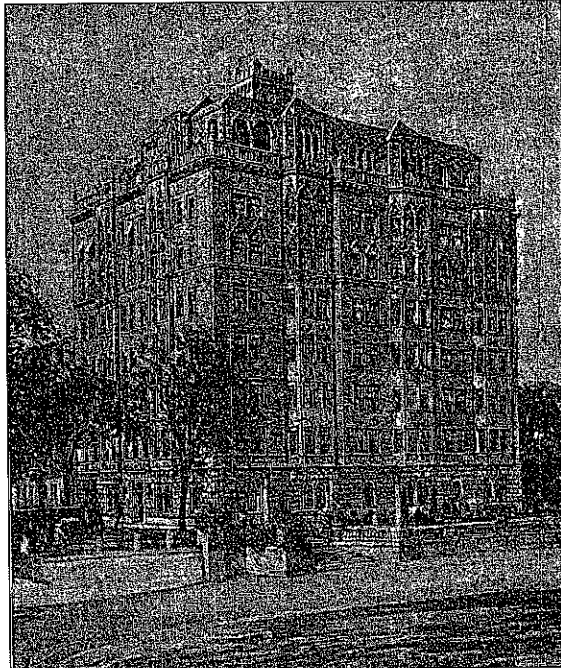
Architectural rendering of Hatch School in Oak Park, IL drawn by Lawrence Buck
and designed by Childs & Smith (1922)
(Source: Oak Leaves, October 28, 1922, cover)

While Buck was associated with the Prairie School, he was more at ease with the Craftsman style evoked by English country cottages, as is evidenced by his Oak Park designs. In addition to architecture, Buck was also a talented architectural artist, providing renderings of proposed new buildings for other architects. His renderings often were featured in promotions and publications, including the Chicago Tribune, which noted that,

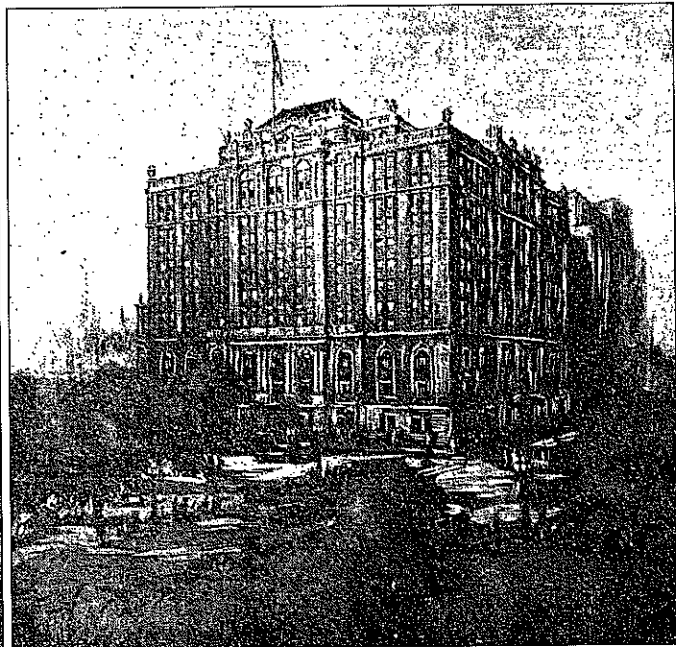
*"Lawrence Buck's name is to be found upon many an architectural design. He is also an artis and to him other men's designs often owe the touch of nature that lessens the stiffness of bare architectural outlines and gives notions of house or church that more elevations cannot do."*²¹

Another review of an exhibit of the Chicago Architectural Club was just as glowing:

*"Also certain designs for modest little houses delight me. Lawrence Buck, Spencer & Powers and Charles E. White, Jr. furnish some of these, often in the shape of water color sketches, whose seductive charm makes one almost forget what they stand for."*²²



Beach View Apartments, designed in 1928 by Leichenko & Esser at 76t Street, with a rendering by Lawrence Buck (*Chicago Tribune*, 9-30-28, B1)



Midway Athletic Club, designed by N. Max Dunning and John Ebersson in 1926, with rendering by Lawrence Buck (*Chicago Tribune*, 4-25-26, B7)

Buck married Lettie Wagner and the couple had one daughter, Virginia Buck. The family resided in Ravinia, Illinois. Buck passed away on August 17, 1929 following a prolonged illness and is buried in Graceland Cemetery in Chicago.²³

The English Arts and Crafts Movement

Craftsman houses were inspired primarily by the work of Charles and Henry Greene, two brothers who practiced architecture in Pasadena, California from 1893 to 1914. By 1903 they began to design simple Craftsman type bungalows, by 1909 they had designed several hundred exceptional landmark examples.²⁴ Their influences included the English Arts and

²¹ "In the Field of Art," *Chicago Daily Tribune*, Mary 29, 1903, p. 62.

²² Harriet Monroe, "Interesting Exhibit of Artist Symons' Recent Work," *Chicago Daily Tribune*, April 10, 1910, p. B8.

²³ "Lawrence Buck, Architectural Artist, Dies at 64," *Chicago Daily Tribune*, August 18, 1929, p. 16.

²⁴ McAlester, p. 454.

Crafts movement, an interest in oriental wooden architecture, and their early training in the manual arts. The style spread throughout the country by pattern books and popular magazines, and was contemporaneous with the Prairie style.²⁵



Cantilevered bay, or Oriel

Simple decorative beams and brackets

The English Arts and Crafts movement flourished in the late 19th and early 20th centuries. The movement developed in England but spread to Europe and America. It stood for traditional craftsmanship using simple forms and often applied medieval, romantic or vernacular designs.²⁶ It is based primarily on *“the lack of applied ornamentation and a resulting simplicity or ‘honesty’ as well as on spatial variations made possible by new construction techniques.”*²⁷ The style in America has often been reinterpreted and combined with other styles.

The modern movement in American residential architecture developed in two stages between 1900 and 1940. The first phase deliberately turned its back on historical precedent for decoration and design and was referred to as the Arts and Crafts Movement.²⁸ Ornamentation was simplified so as not to reflect any historical styles. Low-pitched roofs with wide overhanging eaves were key elements in these designs.

This led to two distinctive styles of American houses. The first was the Prairie Style (1900-1920), which began in Chicago and Oak Park under the leadership of Frank Lloyd Wright. Designs by Wright and his contemporaries were to have a profound influence on the beginnings of Modernism, both here and in Europe.²⁹ The second style inspired by the Arts and Crafts Movement is the Craftsman Style (1905-1930) begun in Southern California about 1903 by the Greene Brothers.

While the Arts and Crafts Movement ideals influenced various outlets of creativity, such as furniture, design, fabrics, ceramics, metalwork, rugs, painting, wallpaper and writing, architecture also played a major role in the spread of the movement throughout the built environment of Europe and America. This was developed chiefly by William Morris and championed by Charles Voysey (1857-1941), an English architect, furniture and textile designer. His early work was in Arts and Crafts textiles and furniture, but his English country

²⁵ Ibid., p. 454.

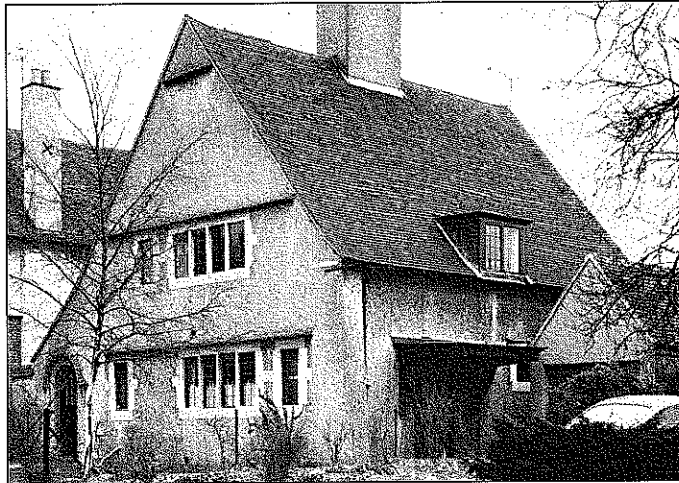
²⁶ “Arts and Crafts Movement,” from Wikipedia, http://en.wikipedia.org/wiki/Arts_and_Crafts_movement

²⁷ McAlester, p. 5.

²⁸ Ibid., p. 10.

²⁹ Ibid., p. 10

houses stand out as representations of early modern architecture (a notion he rejected).³⁰ His designs were based heavily on vernacular architecture rather than classical examples favored by his peers.



"Tilehurst" by C.F.A. Voysey, Hertfordshire, England (1903)
(Photo by Duncan McNeill, Royal Pavilion, Art Gallery and Museums)

Voysey's first design was in 1893. By 1894 his practice in London was next door to influential Arts and Crafts architect Edward Schroeder Prior, resulting in a long-term friendship and exchange of ideas.³¹ Voysey designed every detail of his houses, including the furniture, reminiscent of Frank Lloyd Wright. His houses were inspired by English vernacular sources of the 16th and early 17th centuries, featuring white roughcast walls with horizontal ribbon windows and huge pitched roofs, and the use of rough plaster and other materials typical of English farmhouses.³²



"Annesley Lodge" by C.F.A. Voysey, London, England (1895)
(Photos by stevecadman on Flickr)

Arts and Crafts elements found in the Ehrman House include a side gable design rather than a hip roof with wide unenclosed eave overhangs and simple decorative beams and brackets under the gable eaves. The sub-type of orienting the gable end to the side yards often includes the use of shed dormers, also found on the house.³³ Other elements indicative of

³⁰ "Charles Voysey (architect)," from Wikipedia, [http://en.wikipedia.org/wiki/Charles_Voysey_\(architect\)](http://en.wikipedia.org/wiki/Charles_Voysey_(architect))

³¹ Ibid., Wikipedia

³² Ibid., Wikipedia

³³ McAlester, p. 453-455.

the English Arts & Crafts style include three or more casement windows aligned in a row (referred to as ribbon windows), heavy square porch supports and an inset entry.³⁴ The prominent chimney and cantilevered by, or oriel, are reminiscent of English medieval architecture.³⁵

The use of stucco as the exterior cladding is a hallmark of the English Arts and Crafts movement, as seen in Voysey's designs, and was also commonly utilized in American Craftsman designs. Lawrence Buck's design for the Ehrman House is an excellent example of an American interpretation of the English Arts and Crafts movement.

Criteria for Designation

According to Section 7-9-6(B) of the Oak Park Historic Preservation Ordinance, the Historic Preservation Commission must make a preliminary determination of eligibility after receiving a nomination. A determination of preliminary eligibility must be based upon a finding that there is a likelihood that a nominated historic landmark will meet one or more of the "Criteria for Designation" set forth in Section 7-9-5 of this Article.

The Edwin H. Ehrman House was nominated under the following criteria:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State, or the United States;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park, the State, or the United States;
- (5) Embodiment of those distinguishing characteristics of a significant architectural style;
- (6) Identification as the work of a builder, designer, architect, craftsperson, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park, the State, or the United States;

In addition, the property is at least 50 years old and has sufficient integrity of location, design, materials and workmanship to make it worthy of preservation or restoration.

Bibliographical References

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Owner: E. H. Ehrman, Contractor: Joseph Hammond & Co. Two-story plaster residence valued at \$6,000.

³⁴ Ibid., p. 57-59.

³⁵ Ibid., p. 59.

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OAK PARK HISTORIC PRESERVATION COMMISSION

Christina Morris, Chair	Frank Heitzman	Drew Niermann
Joerg Albrecht	Bob Lempera	Gary Palese
Greg Battaglia	Rosanne McGrath	Tony Quinn
Garret Eakin	Regina Nally	

The Commission is staffed by the Community Planning and Development Department, Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302

Nomination Report prepared by:
Douglas Kaarre, AICP
Urban Planner/Historic Preservation
Village of Oak Park
123 Madison Street
Oak Park, Illinois 60302
(708) 358-5417
kaarre@oak-park.us

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

K(3)

Item Title: Motion to Approve an Ordinance Authorizing an Amendment of Section 7-9-8F of the Village Code designating 410 North Kenilworth Avenue and 241 South Elmwood Avenue as a Historic Landmarks.

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Douglas Keane amb

Department Director Name:

[Signature]

Village Manager's Office:

[Signature]

Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

The Historic Preservation Ordinance, adopted by the Village Board in 1994, enables the Historic Preservation Commission to recommend, and the Village Board to adopt by Ordinance, local landmarks within the Village. The property must meet one or more of 8 criteria for designation as listed in the ordinance. The ordinance calls for the Commission to hold a public hearing and then forward a recommendation in the form of a Resolution to the Village Board. Upon receipt of the Resolution and nomination report, the Village Board has 30 days in which to designate or reject the nomination by simple majority. Upon approval, the Board shall enact an ordinance designating the landmark.

- A. Nomination for Landmark status submitted: April 4, 2012
- B. HPC preliminary determination of eligibility: April 12, 2012
- C. HPC public hearing; approved Resolution and Findings of Fact: June 14, 2012

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

On April 4, 2012 the Historic Preservation Commission received a completed Oak Park Historic Landmark nomination form for the properties at 410 North Kenilworth Avenue and 241 South Elmwood Avenue. The Historic Preservation Commission conducted a preliminary determination of eligibility on April 12, 2012 which determined that the properties met four of the criteria for designation contained in the Historic Preservation Ordinance.

The Historic Preservation Commission scheduled the required Public Hearing on May 10, 2012. Legal Notice of the Public Hearing was published in the April 25, 2012 Wednesday Journal and hearing notices were mailed to Village property owners within 250 feet of the site. The Commission did not have a quorum on May 10. The property owners signed a waiver of the 45-day time requirements in the preservation ordinance, and the hearing was rescheduled for June 14, 2012.

The Historic Preservation Commission approved the nominations as the Findings of Fact and recommended approval of the properties as an Oak Park Historic Landmark.

**ORDINANCE AUTHORIZING AMENDMENT OF SECTION 7-9-8F
OF THE VILLAGE CODE RELATING TO HISTORIC LANDMARKS**

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, as follows:

SECTION 1: That the Village Board approves and adopts the findings and recommendations of the Historic Preservation Commission set forth in its Resolution attached hereto as Exhibit A.

SECTION 2: That Section 7-9-8F of the Village Code entitled "Designation of Historic Landmarks and Interior Historic Landmarks" is hereby amended to read as follows:

**7-9-8: DESIGNATION OF HISTORIC LANDMARKS AND INTERIOR HISTORIC
LANDMARKS:**

F. The following properties and/or improvements have been designated as Oak Park Historic Landmarks (including Interior Landmarks) pursuant to this Article:

1. Frank Lloyd Wright Home & Studio
428 Forest and 951 Chicago Avenue
Interior, Exterior and Improvements
2. John Farson Home
217 Home Avenue
Exterior, Walk and Fence
3. Pilgrim Congregational Church
460 Lake Street
Exterior
4. Unity Temple
875 Lake Street
Interior and Exterior
5. Ernest Hemingway Birthplace Home
339 N. Oak Park Avenue
Interior and Exterior

6. The Plaza Hotel
123 S. Marion Street
Exterior
7. The Plaza Hotel
123 S. Marion Street
Interior
The lobby or foyer area including: the four-story atrium with a turned spindle latticework stairway, the ornamental stained and beveled glass door surround between the foyer of the original building and the former dining area in the addition, and the two (2) brick archways leading off from the foyer area. (Ord. 1998-0-14, 3-16-98)
8. The Hills-DeCaro House
313 Forest Avenue
Exterior
9. The Rollin Furbeck House
515 Fair Oaks Avenue
Exterior
10. The Harry S. Adams House
710 Augusta Street
Exterior – House and Coach House
11. The George Furbeck House
223 N. Euclid Avenue
Exterior
12. The Thomas Gale House
1027 Chicago Avenue
Exterior
13. The Oak Park and River Forest Day Nursery
1139 Randolph Street
Exterior
14. Charles Roberts House
321 N. Euclid Avenue
Exterior – House and Garage
15. Roberts Building
300-304 N. Grove Avenue/818 Erie Street
Exterior
16. Odd Fellows Hall
812-818 Harrison Street
Exterior

17. The Albert and Kittie Ernst House
1023 Wenonah Avenue
Exterior
18. Oak Park Conservatory
615 Garfield Street
Exterior – Original Structure
19. Park Grove and Park View Manor
173-181 N. Grove Avenue
Exterior
20. Bishop Quarter School Addition
605 Lake Street
Exterior
21. C. A. Sharpe House (Cheney Mansion)
220 N. Euclid Avenue
Exterior – House, Greenhouse, Coach House, Fence
22. Andreas Brisch House
701 S. East Avenue
Exterior
23. Harold C. Lewis House
950 Columbian Avenue
Exterior
24. George and James Tough House
1045 Wesley Avenue
Exterior – House and Garage
25. Poley Building
408-410 S. Austin Blvd.
Exterior
26. Margaret Morse House
1036 Fair Oaks Avenue
Exterior
27. Albert Schneider House
553 N. Marion Street
Exterior
28. Dorothy Manor Apartments
424-426 S. Austin Blvd.
Exterior
29. Maze Branch Library
845 Gunderson Avenue
Exterior, Interior (Main Floor, Foyer)

30. First United Methodist Church
324 N. Oak Park Avenue
Exterior
31. Howard Jenkins House
500 Linden Avenue
Exterior – House and Garage
32. Dr. Harry Bernhardt Cottage
705 S. East Avenue
Exterior – House and Garage
33. Charles W. Eils House
625 S. Oak Park Avenue
Exterior – House and Garage
34. Boulevard Arcade Building
1033 South Boulevard
Exterior
35. Cicero Fire House No. 2
129 Lake Street
Exterior
36. Gustaf and Fride Benson House
1139 Woodbine Avenue
Exterior – House and Garage
37. Robert Parker House
1019 Chicago Avenue
Exterior
38. Linden Apartments
175-181 Linden Avenue/643-645 Ontario Street
Exterior – Building and Garage
39. Charles Schwerin House
639 Fair Oaks Avenue
Exterior – House and Garage
40. Edward and Caroline McCready House
231 N. Euclid Avenue
Exterior – House, Garage, and Retaining Wall
41. Russell Wallace House
178 N. Euclid Avenue
Exterior – House and Garage

42. Charles S. Castle House
647 Linden Avenue
Exterior – House and Garage
43. Joseph D. Everett House
228 Forest Avenue
Exterior
44. Chester Flitcraft House
845 Chicago Avenue
Exterior
45. Paul Blatchford House No. 1
250 Forest Avenue
Exterior
46. William A. Douglass House
317 N. Kenilworth Avenue
Exterior, Coach House
47. Nineteenth Century Club
178 Forest Avenue
Exterior
48. Rutherford-Dodge House
308 N. Oak Park Avenue
Exterior
49. Vernon W. Skiff House
633 N. East Avenue
Exterior, Coach House, Fence
50. Charles E. Matthews House
432 N. Kenilworth Avenue
Exterior, Garage
51. Harlem Office Building
1515 N. Harlem Avenue
Exterior
52. John D. Caldwell House
130 S. East Avenue
Exterior
53. Charles W. Helder House
629 Fair Oaks Avenue
Exterior, Garage
54. Freeman Landon House
700 S. Lombard Avenue
Exterior, Garage

- 55. George and Mary Sheppard House
217 S. Humphrey Avenue
Exterior
- 56. Rankin-Hemingway House
639 N. Oak Park Avenue
Exterior, Garage
- 57. ***William J. Ehlers Flats***
241 S. Elmwood Avenue
Exterior, Garage
- 58. ***Edwin H. Ehrman House***
410 N. Kenilworth Avenue
Exterior

SECTION 3: THIS ORDINANCE shall be in full force and effect from and after its adoption and publication in accordance with law.

ADOPTED this 2nd day of July 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 2nd day of July 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

L

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Motion to Approve Changes to Parking Restrictions on Lombard Avenue Adjacent to Zephyr Cleaners and Direct Staff to Prepare the Necessary Ordinance.

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Submitted by: _____

Jill Velan, Interim Parking & Mobility Services Manager

Reviewed by: _____

Jim Budrick, Village Engineer

Village Manager's Office: _____

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

The Village's Zoning Board of Appeals has requested that the Little Legends Day-Care facility at 210 Chicago Avenue provide three (3) loading zone spaces for the purpose of its business operations involving dropping off/picking up of children. The proposed locations are either along the Day Care facility on Chicago Avenue or on Lombard Avenue, immediately north of Chicago Avenue on the east side of the street adjacent to Zephyr Cleaners south of the alley. The west side of Lombard only allows for one vehicle space.

Staff has reviewed the existing layout of on-street parking and determined that establishing loading zones along the proposed Chicago Avenue location is not an ideal option. The 200 block of Chicago Avenue is currently zoned on-street overnight permit parking which allows residents to park their vehicles along the Day-Care facility. The establishment of early morning Loading Zone hours would conflict with existing permit parking hours. To remove permit parking from the residents would also require a public hearing process to determine the merits of the change. Alternatively, establishing short-term parking restrictions along the east side of Lombard would be a more viable approach as this would not conflict with other parking restrictions.

As part of this review, staff notified the adjacent business owners of the proposal to ascertain their consensus. After careful deliberation amongst the Day Care facility and the Zephyr Cleaners business owners, both parties preferred that the Village replace the existing 1-hour parking limit with a 15 minute parking limit on Lombard Avenue along Zephyr Cleaners to suit the needs of both businesses.

Therefore, given the consensus of the business owners and that this option would not conflict with other parking restrictions, staff is requesting the authority to proceed with the following changes:

- Replace the existing 1 Hour Parking Monday thru Saturday 9am-5pm restriction with a 15 Minute Parking 6am-5pm Monday thru Saturday restriction along the east side of Lombard Avenue, immediately north of Chicago Avenue on the east side of the street (south of the alley).

A map of the area is attached to this Agenda Item Commentary.

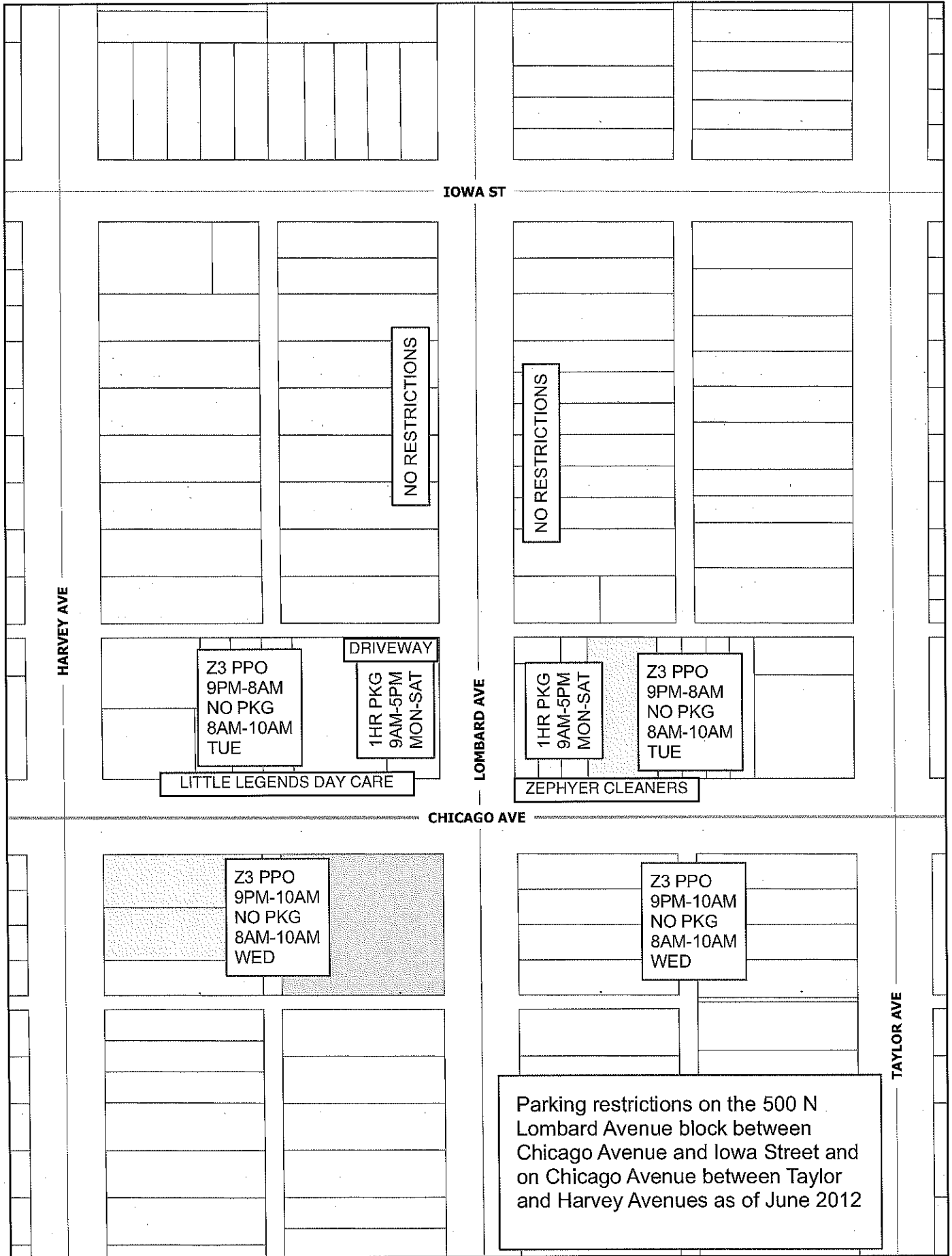
Item Policy Commentary (Key Points, Current Issue, Recommendation):

Parking Services will monitor parking along the Lombard location to determine if this alternative is sufficient during the close of 2012. If following evaluation of parking utilization, it becomes apparent that Loading Zones on Chicago Avenue are warranted, staff will request the Village Manager establish loading zones there at a future date.

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

Funds for this work would come from the \$64,643 budgeted in FY2012 under account 5060-43770-786-560634 (Parking Fund, On-Street Parking Program, Sign Replacement.) This account has a current balance of \$62,597.00.

Proposed Action: Approval of the motion.



IOWA ST

HARVEY AVE

LOMBARD AVE

TAYLOR AVE

CHICAGO AVE

NO RESTRICTIONS

NO RESTRICTIONS

Z3 PPO
9PM-8AM
NO PKG
8AM-10AM
TUE

DRIVEWAY
1HR PKG
9AM-5PM
MON-SAT

1HR PKG
9AM-5PM
MON-SAT

Z3 PPO
9PM-8AM
NO PKG
8AM-10AM
TUE

LITTLE LEGENDS DAY CARE

ZEPHYR CLEANERS

Z3 PPO
9PM-10AM
NO PKG
8AM-10AM
WED

Z3 PPO
9PM-10AM
NO PKG
8AM-10AM
WED

Parking restrictions on the 500 N Lombard Avenue block between Chicago Avenue and Iowa Street and on Chicago Avenue between Taylor and Harvey Avenues as of June 2012

M

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Resolution Amending the Guidelines for the Small Rental Properties Rehabilitation Loan Program

Resolution or Ordinance No. _____

Date of Board Action:

July 2, 2012

Staff Review:

Department Director Name:



Tammie Grossman

Village Manager's Office:



Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings): The Housing Programs Advisory Committee reviewed the proposed guideline change on June 20, 2012 and voted to recommend approval.

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

The Housing Programs Division administers the Small Rental Rehabilitation Loan Program, which was established on November 1, 2010 and funded with Community Development Block Grant (CDBG) funds. The program is open to rental buildings with seven or fewer units. The program has two major purposes: (1) upgrade the physical conditions of small rental buildings, (2) expand the housing choices of renters to encourage economic and racial diversity. The program has two types of assistance: (1) Forgivable loans which are limited to \$5,000 per unit; (2) Marketing Services Agreement for the Oak Park Regional Housing Center to affirmatively market the units in the building. In exchange for the forgivable loan funds, owners agree to match the loan funds by 25% and to rent at least 51% of their units to households earning below 80% of the Area Median Income (AMI), a household of four would earn below \$60,100 per year.

The Village of Oak Park is a Local Program Administrator for the Multi-unit Retrofit Loan Program of the Chicago Region Retrofit Ramp-up (CR3) Program. The funds were awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) from a contract CMAP has with the U.S. Department of Energy (DOE). Under this Program, the Village is able to offer participants in the Small Rental Rehab Program an additional \$2,500 per unit to make energy efficiency upgrades. Owners are able to use the Retrofit Loan as the Owner's match obligation under the Small Rental Rehab Program.

The Housing Programs Advisory Committee is recommending one change to the SRRP guidelines to make the program more appealing to small property owners:

When the program was originally created the CR3 loans were repayable over a three year period. In July of 2011 these loans were made forgivable on the same terms as the rehab (CDBG) loan. The proposed change will remove the requirement that there be at least 15% equity in the property; since the loans are forgivable there is no need to require equity to protect the Village's interest for repayment.

Staff Commentary (If applicable or different than Commission):

Staff concurs with the HPAC recommendation. Given the decrease in housing values, many owners are finding that they have less equity in their properties. Staff believes the equity requirement is preventing otherwise eligible owners from participating in the Small Rental program. The purposes of the program, increasing the supply of affordable housing and reducing energy consumption, are met by eliminating the equity requirement.

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

There is no impact on the budget.

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, promoting diversity, providing affordable rental units and improving the energy efficiency of the buildings. 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.

**RESOLUTION ADOPTING AMENDMENTS TO GUIDELINES FOR THE
SMALL RENTAL REHABILITATION PROGRAM**

Whereas, pursuant to program guidelines, the Village of Oak Park utilizes Community Development Block Grant funds to operate the Small Rental Rehabilitation Loan program to assist eligible property owners to rehabilitate their properties; and

Whereas, from time to time the Village has amended the Small Rental Rehabilitation Loan program guidelines to bring the program in line with Village goals; and

Whereas, given the reduction in property values and since the loans are forgivable, the Village desires to eliminate the equity requirement to encourage participation in the Small Rental Properties Rehabilitation Loan Program; and

Whereas, the Board finds that these clarifications are in the best interests of the Village.

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

Section 1: That the Board adopts the foregoing preambles as its findings of fact.

Section 2: The Board adopts the Small Rental Rehabilitation Loan Program guidelines attached as Exhibit A as the governing guidelines for the Small Rental Rehabilitation Loan Program.

Section 3: THIS RESOLUTION shall be in full force and effect from and after its adoption as provided by law.

ADOPTED this 2nd day of July 2012 pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 2nd day of July, 2012.

Attest:

Teresa Powell, Village Clerk

David G. Pope
Village President

Not Yet Approved Minutes of
Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
June 20, 2012
7:00 pm – Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:05 pm.

ROLL CALL:

PRESENT: Steven Glass, Patrick Diakite, Peggy LaFleur , Meredith Morris
And Tyrell Stewart; Meg Herman arrived at 7:20

ABSENT: Bill Berg

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. Mr. Richardson stated that SRP-001 would not be presented this evening. Agenda approved unanimously as amended.

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Ms. Morris to approve the minutes of May 16, 2012 and May 30, 2012 as drafted, seconded by Ms. LaFleur. Mr. Diakite noted that in the May 16, 2021 minutes the narrative for Small Rental Property Rehab Loan SRP-010 should state that the item would be reviewed on June 20, 2012, rather than May 16, 2012. Approval of the amended minutes passed by unanimous voice vote.

Guideline Amendments for the Small Rental Properties Rehab Loan Program: Ms. Grossman presented a proposed amendment to the Small Rental Properties Rehab Loan Program to remove the requirement for equity in the property. She explained that current economic conditions have reduced the equity in many properties, and that there is little need for this security since this is a forgivable loan. A motion to recommend this guideline change was made by Mr. Stewart and seconded by Ms. Morris.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

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. A motion to approve the loan request was made by Mr. Diakite and seconded by Ms. Herman.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-045: 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 Ms. Morris:

ROLL CALL VOTE:	Bill Berg,	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

A Day in Our Village Update: The committee discussed the response to its presence at the event expressed a desire to participate again in 2013.

OTHER BUSINESS: Chair Glass informed the committee that member Bill Berg had resigned his commission. The committee expressed their gratitude to Mr. Berg for his service to the committee. The next regular HPAC meeting is set for July 18, 2012.

ADJOURNMENT (voice vote): Meeting adjourned at 8:05 pm.

Respectfully submitted,
Jeff Richardson
Staff Liaison

Village of Oak Park Small Rental Rehabilitation Program Guidelines

I. Project Funding

The Village of Oak Park intends to use Community Development Block Grant (CDBG) funds for the rehabilitation of affordable rental housing units for rental properties with fewer than 8 units.

II. Types of Property

The property must be either a single family detached rental dwelling or a multi-family rental property with fewer than 8 units on the same or contiguous site that are under common (1) ownership; (2) management; and (3) financing.

III. Property Eligibility

Properties must be located in the Village of Oak Park. Properties cannot be for sale, in foreclosure, or involved in any legal dispute or court action. All assisted units must be located on the upper level of mixed use buildings.

For each property identified for rehabilitation, Property Owners will be required to complete a Pre-application form and be current on all municipal financial obligations. Along with this completed form, Property Owners will be required to provide and/or complete the following documentation:

- **Proof of property ownership** - Applicant must be an individual or family who has ownership of an eligible property and must provide a copy of the recorded Warranty Deed establishing ownership of the property.
- **Proof of property insurance** - Applicant must provide proof of adequate property insurance at the time of application and will be required to maintain loss payable insurance on the property for the duration of the loan and provide proof annually. The Village of Oak Park must be placed on the policy as a lien holder once the project is approved.
- **Proof of paid property taxes** - Housing Programs Division will verify that all taxes against the identified property are current and the Applicant will be required to keep the tax payments current for the duration of the loan.
- **Verification of existing mortgage (if applicable)** - Applicant must provide mortgage loan account number and lien holder information to the Housing Programs Division. Any existing mortgages against the subject property must be in good standing. Applicants must have a post-rehab equity of at least 15%.

IV. Project Budget

A. CDBG portion

A minimum CDBG project budget is \$2,000 per rental unit and the maximum is up to \$5,000 per rental unit inclusive of contingency. Priority will be given to applications with units having three or more bedrooms.

B. Owner Contribution

Property Owners will be required to commit (or leverage), at a minimum, 25% of the total project cost. The total project cost includes the hard costs of rehabilitation, the incremental increase in costs due to mitigation of Lead Based Paint related hazards, inspection fees, recording fees, and other soft costs associated with the project. To meet the owner contribution requirement, property owners may apply for up to an additional \$2,500 per unit from the Multi-Unit Retrofit Loan Improvement Program. Any costs exceeding the per unit maximums must be paid by the Owner.

C. Multi-Unit Retrofit Loan Improvement Program to improve energy efficiency

The Village entered into a contract with the Chicago Metropolitan Agency for Planning (CMAP) to provide funds to property owners for energy related retrofits. The funding source for this contract is the U.S. Department of Energy (DOE). The DOE is not a party to the agreement. Subject to funding availability, property owners may apply for up to an additional \$2,500 per unit for purposes of increasing building energy efficiency during building rehabilitation projects beyond that required by local code or CDBG requirements by adding any or all of the following measures:

- (1) Installation of insulation
- (2) Installation of efficient lighting
- (3) Heating, venting and air conditioning (HVAC) and high-efficiency shower/faucet upgrades
- (4) Air Sealing
- (5) The purchase and installation of ENERGY STAR appliances
- (6) Installation of solar powered or conventional garbage compactors with improved efficiency.

Subject to availability, the Village will provide funds to owners under the same repayment terms and conditions as the CDBG funds. Multi-Unit Retrofit Loan funds are available only in conjunction with the CDBG rehab funds.

D. Lead Based Paint Testing Fee

A non-refundable fee in the minimum amount of \$500 for a single rental unit up to \$2,000.00 for buildings up to 7 units will be due upon Board approval of the CDBG application. Staff will determine the amount of the non-refundable fee based on previous costs prior to submission of the CDBG application to the Board of Trustees for approval and will notify the owner in writing within fourteen (14) days of Board Meeting. This fee will be held in escrow to be applied towards the cost of the Lead Based Paint Risk Assessment and Lead Based Paint Clearance Testing, if necessary.

Any unspent funds remaining from this fee will be applied to the project as leveraged funds.

V. CDBG Loan Terms and Conditions

A. Mortgage and Agreement

The Village will place a lien in the form of a Mortgage against all assisted properties for the amount of CDBG and the Multi-unit Retrofit Improvement loan funds provided to the Property Owner. Property Owners receiving more than \$25,000 in CDBG Funds must abide by all terms of the mortgage and the Small Rental Rehabilitation Program Loan Commitment and Agreement (the Agreement), for five (5) years, known as the Affordability Period. Property Owners receiving less than \$25,000 in CDBG Funds must abide by all terms of the mortgage and the Small Rental Rehabilitation Program Loan Commitment and Agreement (the Agreement), for two (2) years, known as the Affordability Period. The final mortgage/lien amount will include all rehabilitation costs (including the incremental increase in costs associated with lead based paint, if applicable and related items) and all soft costs charged to the project, up to the maximum amount for which the property is eligible. The mortgage will bear no interest and the lien in the full amount of CDBG assistance provided will be discharged if the owner satisfies all terms and conditions of Mortgage and Agreement for the full length of the Affordability Period. If the Owner does not satisfy the terms and conditions of those documents during the Affordability Period, the Owner will be required to repay the entire lien amount with 12% required interest, or the highest amount permitted by law, whichever is less.

B. Transfer of Ownership

If the property is sold prior to the end of the Affordability Period, the lien with the required 12% interest (or the highest amount permitted by law, whichever is less) must be repaid to the Village of Oak Park. The Village may waive this requirement if the new Property Owner agrees to continue to abide by the terms of the Affordability Period. This arrangement must be agreed upon in writing by all interested parties prior to the sale of the property.

C. Subordination

The Village will agree to subordinate its lien only for refinancing of debt from existing mortgages for rate and/or term improvement. The Village will only agree to subordinate its lien if the new mortgage does not include any new debt, with the exception of closing costs and fees. Subordinations must be approved by the Village Board of Trustees.

D. Marketing Services Agreement

During the term of the affordability period, property owners are required to make a good faith effort to affirmatively market the units in their building with the cooperation and assistance of the Village of Oak Park and its designated Marketing Agent. Property Owners are required to list all vacancies with the Village's Marketing Agent. The Village's Marketing Agent will waive all fees to the building owner for their marketing services. The Owner will remain responsible for credit checks, security

deposit procedures, and the final determination of renting to all tenants. All tenant applications will be taken and processed in the order in which they are received consistent with Federal, State and Local Fair Housing Laws. Any Fair Housing Complaints will be referred to the Housing Programs Manager and the Director of Community Relations.

VI. Application Process

A. Packet

If the property meets eligibility requirements listed in Section III above, the Property Owner must complete a full Application packet for assistance with the Housing Programs Division. The Property Owner must complete and provide the following documents to the Housing Programs Division:

- Property Owner Application for Assistance
- Lead Based Paint Testing Fee
- Occupancy Report
- If available, pre-evaluation Disclosure of Lead Based Paint Hazards (as applicable)
- Property Owner Program Agreement
- Letter of commitment from Property Owner or Lender documenting availability of the Property Owner's minimum 25% contribution
- Copies of: Current Profit and Loss statements for occupied units

B. Tenant Notification

At the time that a Property Owner completes the Application for assistance, the Property Owner must send each Tenant Household currently residing in the subject property a notification, via certified mail, that the Property Owner has applied for Federal rehabilitation dollars. This letter (URA #1) will be provided by the Village and will outline the Tenant Household's pre-construction rights under the Uniform Relocation Act.

As part of the Property Owner's submission of a full Application for assistance, each current Tenant Household will be required to complete the following documents:

- Tenant Profile Form
- General Release of Information form
- Lead Based Paint and Fair Housing Receipt of Information form
- Utility Account Release form, if energy improvement funds are requested.

C. Priority of Processing Applications

Applications will not be considered "complete" by the Housing Programs Division until all of the required Property Owner and Tenant Household information has been provided. Applications will be processed on a "first qualified – first served" basis and not necessarily in the order in which they are received. Failure to provide the required information and/or documentation in a timely manner may result in the delay or denial of assistance. Priority will be given to applications with units with three or more bedrooms.

VII. Determining Scope of Work

A. Types of Eligible Property Improvements

All general interior improvements are eligible. It is expected that all properties, at the conclusion of the project, will have properly insulated walls and ceilings, energy efficient windows and/or storm windows, and energy efficient central heating and cooling systems, and shared or individual laundry facilities, to the extent practicable. Separate utility service for each unit is required.

The scope of work will be determined based upon the initial property inspection by the Housing Programs Division, local and state building regulations, HUD Housing Quality Standards, and Property Owner desired improvements.

B. Specification Preparation, Cost Estimate and Bidding

After the Housing Programs Division determines that the property meets the initial eligibility criteria listed in Section III above, the Housing Programs Division will complete a Housing Quality Standards and property inspection. Based upon this information, and any other proposed improvements to the property, the Housing Programs Division will complete a Cost Estimate. Photos will be sent to the Historic Preservation Officer for historical compliance. Any architectural features deemed historically significant that must be preserved or repaired in accordance with Historic Preservation guidelines will be incorporated into the final Work Specifications.

The Owner will provide architectural drawings, including all mechanical, plumbing, electrical, and material schedules from a qualified architect or draftsman when new units will be created from previously unoccupied space, or in the event that substantial rehabilitation of existing units will occur. The Owner must make these renderings available to the Housing Programs Division prior to the writing of the Work Specifications. These drawings must also be reviewed and approved by the Village of Oak Park Department of Building & Property Standards.

The Housing Programs Division will write Work Specifications outlining the items to be completed (including Lead Based Paint, Local Building Code, Zoning and Ordinance requirements) and submit the specifications to the Property Owner and all other appropriate parties for review and written approval as required.

The Housing Programs Division will review the Cost Estimate with the Property Owner for economic feasibility, and review whether the Property Owner and Tenant Household(s) have met all Small Rental Rehabilitation Program requirements. If required, a Lead Based Paint Risk Assessment on the residential portion of the building will be performed by appropriately certified personnel.

Upon approval of the Work Specifications and completion of the cost estimate, the Housing Programs Division or designee will hold an on-site bid orientation to assist the Property Owner in soliciting bids from approved, licensed/certified General

Contractors. The Property Owner will select the bidders from a list provided by the Housing Programs Division. The Property Owner may select a Contractor or Sub-Contractor who is not on this list, however, the Contractor or Sub-Contractor must meet all of the standards of the Rental Rehabilitation Program. At least two complete bids must be received per project.

The Housing Programs Division shall create a Bid Tabulation and provide this information to the Property Owner. The lowest, *responsible* bid will establish the cost of the project. If the Property Owner desires to utilize a higher bidder, he/she will be responsible for the difference in cost. Once the Property Owner has selected a Contractor, the Housing Programs Advisory Committee will recommend approval or denial of the request for funds. Recommended approvals will be forwarded to the Board of Trustees for consideration and final action.

The Property Owner and selected Contractor will be required to obtain all appropriate work permits from the Department of Building and Property Standards. The Village of Oak Park will waive permit fees for work that falls within the approved Scope of Work. Prior to obtaining any permit, the property owner and/or contractor will obtain a certification from the Housing Programs Division that the work falls within the approved Scope of Work.

C. Lead Based Paint

For all properties built prior to 1978, all painted surfaces must be presumed to contain lead, unless testing proves otherwise. For properties where the total amount of loan assistance is below \$5,000 per unit, all work must be performed using lead safe work practices, in accordance with HUD's Lead-Safe Housing Rule and the EPA's Renovation, Repair and Painting Rule. For properties where the total amount of loan assistance exceeds \$5,000 per unit, a Risk Assessment must be performed and interim controls must be performed for all Lead Based Paint Hazards. All work on lead containing surfaces must be performed in accordance with HUD's Lead-Safe Housing Rule using appropriately licensed workers and supervisors. Any incremental construction costs due to Lead Based Paint Hazards may be paid out of the CDBG loan funds or the owner's portion of the total rehab cost.

All properties must pass a final Clearance test. Multiple Clearance tests may be required depending on the length and type of Lead Based Paint work being performed. The Housing Programs Division will use the Lead Based Paint Testing Fee to pay for a Risk Assessment if needed and the initial Clearance test. If the Lead Based Paint Testing Fee is not enough to cover the cost of the testing, the additional costs will be added to the loan, up to the maximum amount available. If the initial clearance test on any area fails, then the Contractor who performed the Lead Based Paint reduction work will be responsible for payment of all subsequent tests until clearance of the area in question is obtained.

The Owner must post notices of all Lead-Based Paint activities as required by HUD's Lead-Safe Housing Rule and the EPA's Renovation, Repair and Painting Rule, and make all reports available to all present and future tenants.

D. Contractor Payment

For the duration of the project, contractors may make multiple payment requests to the Housing Programs Division. The Village will retain 20% of the total amount requested from each interim payment request. The Village of Oak Park will not provide "advance" money or authorize payment for items which are not completed or properly installed with the exception of "rough-in" installations of plumbing, electrical or mechanical systems. Upon completion of the improvements, the Village will inspect the contractor's work. After the property passes its final inspection and the Village receives the contractor's signed waiver of lien, the Village will make the final payment to the contractor.

VIII. Loan Approval Process

Once the project has been reviewed by the Housing Programs Advisory Committee and approved by the Village of Oak Park Board of Trustees, the Property Owner will be notified, in writing, of the approval or denial of the project. If the project has been approved, the Property Owner must deposit their lead based paint testing fee into the Housing Programs Division's escrow account and sign and complete the following CDBG loan documents:

- Loan Commitment and Agreement
- Mortgage and Note
- Rent Affordability Checklist (signed by Property Owner)

At, or after loan closing, the Property Owner and Contractor execute the following documents:

- Property Owner/Contractor Agreement
- Occupant Protection Plan for Lead-Based Paint activities
- Contractor Lead Based Paint Certification form (for Interim Control activities only)

IX. Uniform Relocation Act

As stated above, all Tenant Households in place at the time that the Property Owner applies for funds will be notified of the Property Owner's intent to rehabilitate the property with Federal funds. This letter is referred to as the General Information Notice (URA #1). Once the project has been approved and a construction start date has been established, these same Tenant Households will receive a Notice of Non-Displacement (URA #2).

A third notice (Notice to Prospective Tenant) must be given to all prospective Tenant Households prior to their signing of a lease during the period between project approval and the completion of the rehabilitation activities.

***** Generally, existing Tenant Households are not required to re-locate during rehabilitation activities; however, if re-location is necessary due to these activities, all costs associated with displacement will be the sole responsibility of the Property Owner.**

X. Ongoing Program Compliance

A. Number of Required Restricted Units per Property

During the term of the affordability period described above, the Property Owner agrees that the following number of units based on building size will be rented to tenants with household income at or below 80% of the Area Median Income for Cook County. Property Owners must provide each Tenant Household a copy of "Fair Housing – It's Your Right" and the Lead Based Paint booklet "Renovate Right: Important Lead Hazard Information for Families, Child Care Providers and Schools" prior to the Tenant signing a lease. The Tenant must sign an acknowledgement letter indicating that they have received the booklet.

Number of Total Units	Number of Restricted Units
One	One
Two	One
Three	Two
Four	Three
Five	Three
Six	Four
Seven	Four

*****All documentation pertaining to this program must be maintained by the Property Owner for a minimum of 5 years beginning on the date when all units of a project are occupied.*****

B. Maximum Rent For Restricted Units

The maximum contract rent charged cannot exceed the HUD Fair Market Rents currently in effect. This applies to units with tenants in place at the time of rehabilitation and for vacant or newly created units at the time of initial occupancy. Property Owners and their immediate families are not eligible to rent the restricted units.

C. For all Units

If rents charged by the Owner prior to the submission of the application were less than maximum allowable rents under the program, the Owner may not increase rents on occupied units, regardless of Tenant Household income, from the pre-rehab rent for a minimum of one year after rehabilitation has been completed.

D. Prospective Tenants

The Property Owner must submit all Village of Oak Park/HUD required documentation, along with a copy of the lease, to the Housing Programs Division for review at least **5 days** prior to entering into a lease agreement with a prospective Tenant Household. This applies only at initial occupancy of units that are newly created or for existing units that were vacant at the time of rehabilitation.

E. Accessibility Modifications

A Property Owner must make reasonable accommodations in rules, policies, practices, or services when accommodations may be necessary to afford a person with a disability equal opportunity to use and enjoy residential real property. The Property Owner shall not refuse to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by the person with a disability, if that modification may be necessary to afford that person full enjoyment of the premises. Reasonable modifications may include things such as handrails and countertops. The person with the disability may be required to return the premises to its original condition upon vacating the premises.

F. HUD Housing Quality Standards

At project completion, all CDBG assisted and non CDBG assisted units and common areas must comply and to comply at a minimum with Housing Quality Standards guidelines. During the Affordability Period, properties will be inspected at year 2 after project completion and in year 4 after project completion.

APPROVED BY THE VILLAGE BOARD
7-5-2011

N

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

Item Title: Resolution Awarding a Small Rental Properties Rehabilitation Loan and Energy Efficiency Loan SRP-010

Resolution or Ordinance No. _____

Date of Board Action: July 2, 2012

Staff Review:

Department Director Name:


Tammie Grossman

Village Manager's Office:



Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

The Housing Programs Advisory Committee (HPAC) reviewed the application on June 20, 2012 and recommended approval.

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

The Housing Programs Division administers the Small Rental Rehabilitation Loan Program, which was established on November 1, 2010 and funded with Community Development Block Grant (CDBG) funds. The program is open to rental buildings with seven or fewer units. The program has two major purposes: (1) upgrade the physical conditions of small rental buildings, (2) expand the housing choices of renters to encourage economic and racial diversity. The program has two types of assistance: (1) Forgivable loans which are limited to \$5,000 per unit; (2) Marketing Services Agreement for the Oak Park Regional Housing Center to affirmatively market the units in the building. In exchange for the forgivable loan funds, owners agree to match the loan funds by 25% and to rent at least 51% of their units to households earning below 80% of the Area Median Income (AMI), a household of four would earn below \$60,100 per year.

The Village of Oak Park is a Local Program Administrator for the Multi-unit Retrofit Loan Program of the Chicago Region Retrofit Ramp-up (CR3) Program. The funds were awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) from a contract CMAP has with the U.S. Department of Energy (DOE). Under this Program, the Village is able to offer participants in the Small Rental Rehab Program an additional \$2,500 per unit to make energy efficiency upgrades. Owners are able to use the Retrofit Loan as the Owner's match obligation under the Small Rental Rehab Program.

SRP-010 (434 N Oak Park Avenue - a 2 unit building). The property owner is requesting a rehab loan under the Small Rental Rehab Program of \$5,000 for 2 years to be matched by

owner funds funded by the Multi-unit Retrofit Loan Program in the amount of \$5,000. The Small Rental Rehab loan and the Multi-unit Retrofit Loan will be used to install an energy efficient boiler, circulator pumps and water heater. Bids were solicited from three contractors and three responded. The low bid was selected.

Staff Commentary (If applicable or different than Commission):

Staff concurs with the HPAC recommendation.

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

The rehab loan of \$5,000 will reduce the remaining budgeted balance of \$100,000 to \$95,000. The rehab funds for this program were budgeted under the Community Development Block Grant Fund.

The energy loan of \$5,000 will reduce the remaining budgeted balance of \$115,000 to \$110,000. The energy funds for this program were budgeted under the Multi-unit Retrofit Loan Program funded by the Chicago Metropolitan Agency for Planning.

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, promoting diversity, providing affordable rental units and improving the energy efficiency of the buildings. 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.

RESOLUTION

AWARDING A SMALL RENTAL PROPERTY REHABILITATION LOAN AND ENERGY EFFICIENCY LOAN

SRP-010

2 Units

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 funds in the current program year for loans under the Small Rental Rehabilitation program (SRP) which was established on November 1, 2010, funded by Community Development Block Grant (CDBG) funds. The program is open to rental buildings with less than 8 (eight) units. The program has two major purposes: (1) to upgrade the physical condition of small rental buildings and (2) to expand the housing choices of renters to encourage economic and racial diversity. As of July 2, 2012, \$100,000 of those funds were available for such loans.

b) The Village of Oak Park is a Local Program Administrator for the Multi-unit Retrofit Improvement Loan Program of the Chicago Region Retrofit Ramp-up (CR3) Program. The funds were awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) from a contract CMAP has with the U.S. Department of Energy (DOE). As a Local Program Administrator, the Village may award funds to participants in the Small Rental Rehabilitation Program to conduct qualified building energy efficiency updates. As of July 2, 2012, \$115,000 of those funds were available for such loans.

c) The premises at 434 N Oak Park Avenue consist of a multi-family dwelling with 2 units owned by Timothy J. Serges, hereinafter referred to as "Owner(s)". The owner(s) requested both an SRP and CR3 loan to perform work in accordance with the Application and Scope of Work, copies of which are on file in the Housing Programs Division. The Housing Programs Advisory Committee has reviewed the Application and Scope of Work and recommends awarding a loan for the purposes stated therein. The Housing Programs Division concurs.

d) The total cost of SRP and CR3 project is not expected to exceed a cost of \$10,000. The total loan amount is \$10,000. Any additional costs will be paid by the owner.

e) The application and property meet all of the guidelines of the Small Rental Rehabilitation Program and CR3 including adequate equity and eligible repairs.

f) The Owner agrees, as a condition of the loan, to rent 51% of their units to households earning below 80% of the Area Median Income (AMI) and enter into a Marketing Services Agreement, the terms of which are set forth in the Loan Commitment and Agreement attached hereto as Exhibit III.

SECTION II

That the Village awards a SRP loan in the amount of \$5,000 using CDBG funds and a CR3 loan in the amount of \$5,000 to Timothy J. Serges, contingent upon the Owner's execution of a Note, Mortgage and Loan Commitment and Agreement, which loan funds shall be distributed only: 1) upon evidence that work within the approved Scope has been performed on the premises to the extent of the draw; 2) upon receipt of Mechanic's Lien waivers for labor and materials on the premises in the amount of the draw; and 3) upon receipt of proof that the Owner has paid any required match for work within the approved Scope.

SECTION III

The total \$10,000 loan shall be secured by a junior mortgage recorded against the premises, and evidenced by a Note, which Note and Mortgage shall substantially conform to those attached hereto and made a part hereof as Exhibits I and II.

SECTION IV

That the Village Manager is hereby authorized and directed to execute a Loan Commitment and Agreement SRP-010 with Timothy J. Serges, owner of the 2 unit apartment building at 434 N Oak Park Avenue in Oak Park, conforming substantially to the Loan Commitment and Agreement attached hereto and made a part hereof as Exhibit III.

SECTION V

That the President and the Board of Trustees agree to waive any and all permit fees related to work paid for using Village funds, up to the maximum amount of the grant and owner's matching funds. Prior to obtaining a permit, the owner is required to obtain certification from the Housing Programs Division that the work requested under the permit is in accordance with the approved Scope.

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

ADOPTED this 2nd day of July, 2012 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 2nd day of July, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Not Yet Approved Minutes of
Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
June 20, 2012
7:00 pm – Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:05 pm.

ROLL CALL:

PRESENT: Steven Glass, Patrick Diakite, Peggy LaFleur , Meredith Morris
And Tyrell Stewart; Meg Herman arrived at 7:20

ABSENT: Bill Berg

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. Mr. Richardson stated that SRP-001 would not be presented this evening. Agenda approved unanimously as amended.

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Ms. Morris to approve the minutes of May 16, 2012 and May 30, 2012 as drafted, seconded by Ms. LaFleur. Mr. Diakite noted that in the May 16, 2021 minutes the narrative for Small Rental Property Rehab Loan SRP-010 should state that the item would be reviewed on June 20, 2012, rather than May 16, 2012. Approval of the amended minutes passed by unanimous voice vote.

Guideline Amendments for the Small Rental Properties Rehab Loan Program: Ms. Grossman presented a proposed amendment to the Small Rental Properties Rehab Loan Program to remove the requirement for equity in the property. She explained that current economic conditions have reduced the equity in many properties, and that there is little need for this security since this is a forgivable loan. A motion to recommend this guideline change was made by Mr. Stewart and seconded by Ms. Morris.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

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. A motion to approve the loan request was made by Mr. Diakite and seconded by Ms. Herman.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-

045: 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 Ms. Morris:

ROLL CALL VOTE:	Bill Berg,	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

A Day in Our Village Update: The committee discussed the response to its presence at the event expressed a desire to participate again in 2013.

OTHER BUSINESS: Chair Glass informed the committee that member Bill Berg had resigned his commission. The committee expressed their gratitude to Mr. Berg for his service to the committee. The next regular HPAC meeting is set for July 18, 2012.

ADJOURNMENT (voice vote): Meeting adjourned at 8:05 pm.

Respectfully submitted,
Jeff Richardson
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

Small Rental Property Rehabilitation Program

I. Identification Number: SRP-010

II. Project Cost:	Forgivable Rehab Loan (Fund 83, CDBG Fund)	\$ 4,200
	Forgivable Energy Loan (Fund 10, SRP Energy Fund)	\$ 5,000
	Owner Contribution	\$ 0
	Total Project Cost	\$ 9,200

III. Loan/Mortgage Amount:	\$10,000 (\$9,200 + \$800 contingency)
First Mortgage:	±\$502,000
Second Mortgage:	none
VOP Mortgage (this loan):	\$10,000
Post-Rehab Encumbrance:	±\$512,000
Estimated Market Value/ Current Market Value:	\$590,430 (Cook County Assessor's estimate)
Post-Rehab Equity:	\$ 78,430 (13.28% equity)

IV. Obligations

Property Taxes:	Current \$8,502 paid 03/01/12 (1 st installment 2011 taxes) verified 05/07/12. No other taxes owed.
Water Bill:	Current

V. Housing Code Violations:

In April of 2011 the property standards inspectors found nine violations. The owner is working on compliance.

VI. Use of Loan Funds:

The rehab and energy loans will install a new, energy efficient boiler and a new, energy efficient water heater. Three new circulating pumps are also to be installed for the heating system. The Center for Neighborhood Technology has determined that these upgrades will afford at least fifteen percent savings in the energy bills for this property.

VII. Comments:

This is a two-story two flat, with one unit occupied by the owner. The tenant in the rental unit qualifies as moderate income with subsidy from the Housing Choice Voucher program.

A lead inspection and risk assessment are not required for this project as the total federal assistance is at or below \$5,000. Lead safe work practices will be used for all work.

The \$800 contingency is for unforeseen circumstances which may arise during the work. If not needed, the mortgage will be amended to reflect the actual amount spent.



Budget and Bid Evaluation

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

Small Rental Property Rehabilitation Loan Program

SRP - 010

Project

Tim Serges

Owner

434 N. Oak Park Ave.

Address

Trade	Budget	Bidder #1 Malek Heat	Bidder #2 Riverside Plum	Bidder #3 Elm Heating	Bidder #4	Bidder #5
1 - General Requirements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 - Owner Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 - Volunteer Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 - Site Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 - Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - Concrete & Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 - Masonry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 - Metal Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 - Environmental Rehab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10 - Carpentry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15 - Roofing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16 - Conservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17 - Drywall & Plaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 - Ceramic Tile	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 - Paint & Wallpaper	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 - Floor Coverings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21 - HVAC	\$ 10,750.00	\$ 7,600.00	\$ 14,500.00	\$ 10,365.00	\$ -	\$ -
22 - Plumbing	\$ 3,000.00	\$ 1,600.00	\$ 4,375.00	\$ -	\$ -	\$ -
23 - Electrical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24 - Appliances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 13,750.00	\$ 9,200.00	\$ 18,875.00	\$ 10,365.00	\$ -	\$ -

NOTE

SRP-010

\$10,000

Oak Park, Illinois July 2, 2012

FOR VALUE RECEIVED, Timothy J. Serges ("Owner") promises to pay to the Village of Oak Park (the "Village") the principal sum of Ten Thousand and no/100 Dollars and no interest (constituting \$5,000 in Community Development Block Grant (CDBG) Funds and \$5,000 in Chicago Region Retrofit Ramp-up (CR3) Funds except as follows: The principal and interest shall be payable in full upon the earliest of the following occurrences or date:

1. There shall be no payment of either principal or interest during the term of the Small Rental Rehab Loan Commitment and Agreement identified as Exhibit III of Resolution _____ approved by the President and Board of Trustees of the Village of Oak Park, if the Owner, as described in the Agreement, successfully completes the full two (2) year term of the Agreement, Upon successful completion of the two year term of the Agreement, the Village shall discharge the indebtedness created herein and shall cancel the Note and release any security interest it may have without any payment of principal or interest.
2. In the event that the Owner sells, conveys or transfers his interest in the Premises during the two year term of the Agreement, without the written approval of the President and Board of Trustees of the Village of Oak Park permitting assignment of the rights, duties, obligations and interests under that Agreement to the new owners, the Village, at its option, may demand repayment of the principal and interest.
3. If the Village gives the Owner written notice of default in the performance of any agreement contained in the Agreement or Mortgage, and the Owner fails to cure the default within 7 days of the date of the notice, the Village may elect at any time, to demand repayment of the principal and interest.
4. If there is a change in use of the premises within two (2) years of the expenditure of Community Development Block Grant (CDBG) funds on the project, if the new use does not meet the project eligibility and national objectives of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24 Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.

All parties severally waive presentment for payment, notice of dishonor, protest and notice of protest.

Payments are to be made at the office of the Finance Director, 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.

Without the prior written consent of the Village of Oak Park, the Owner shall not convey or encumber title to the premises securing the payment hereof.

The Village may elect to accelerate the entire unpaid principal balance as stated above and no delay in such election after actual or constructive notice of such breach shall be construed as a waiver of or acquiescence in any such conveyance, encumbrance or default.

A violation in the Mortgage from the Village of Oak Park shall be prima facie evidence of a default in the performance of the Mortgage to keep the premises fully repaired and in compliance with the Zoning Ordinance of the Village of Oak Park, the Village's Building Code, and the Code of the Village of Oak Park, including without limitation the provisions relating to housing, health, and fair housing.

The payment of this Note is secured by a Mortgage, bearing the same date as this Note, on the following described real estate

IMPORTANT – Preserve this note after payment to obtain release of Mortgage

in the County of Cook, Illinois (“the Premises”):

THE NORTH 50 FEET OF LOT 1 IN RESUBDIVISION OF BLOCKS 5 TO 7 IN JAMES W. SCOVILLE'S SUBDIVISION OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Permanent Real Estate Index Number(s): 16-07-200-001-0000

Address(es) of Real Estate: 434 N Oak Park Avenue, Oak Park, Illinois

Date: _____

MORTGAGE

SRP-010

PIN: 16-07-200-001-0000

THIS MORTGAGE is made this 2nd day of July, 2012 between Timothy J. Serges, herein referred to as "Mortgagors," and The Village of Oak Park, an Illinois municipal corporation, herein referred to as "Mortgagee."

Mortgagors are justly indebted to the Village of Oak Park, the legal holder of a principal promissory note, termed " Note," executed by Mortgagors on the same date as this Mortgage, and made payable to Village of Oak Park and delivered, by which Note Mortgagors promise to pay the principal sum of \$10,000 (constituting \$5,000 in Community Development Block Grant (CDBG) Funds and \$5,000 in Chicago Region Retrofit Ramp-up (CR3) Funds) and interest from July 2, 2012 on the balance of principal remaining from time to time unpaid at the rate of Twelve Percent (12%) per annum, or the highest amount allowed by law, whichever is less, except as herein provided as follows:

1. There shall be no payment of either principal or interest during the term of the Small Rental Rehab Loan Commitment and Agreement (the Agreement) identified as Exhibit III of Resolution _____ approved by the President and Board of Trustees of the Village of Oak Park. If the "Mortgagor(s)", as described in the Agreement, successfully completes the full two (2) year term of the Agreement, the Village shall discharge the indebtedness created herein and shall cancel the Note and release any security interest it may have without any payment of principal or interest.
2. In the event that the Mortgagor sells, conveys or transfers his interest in the Premises during the two year term of the Agreement, without the written approval of the President and Board of Trustees of the Village of Oak Park permitting assignment of the rights, duties, obligations and interests under that Agreement to the new owners, the Village, at its option, may demand repayment of the principal and interest.
3. If the Village gives the Mortgagor written notice of default in the performance of any agreement contained in the Agreement or Mortgage, and Mortgagor fails to cure the default

EXHIBIT II

within 7 days of the date of the notice, the Village may elect at any time, to demand repayment of the principal and interest.

4. If there is a change in use of the premises within two (2) years of the expenditure of Community Development Block Grant (CDBG) funds on the project, if the new use does not meet the project eligibility and national objectives of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24 Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.

All parties severally waive presentment for payment, notice of dishonor, protest and notice of protest.

All payments of principal and interest are to be made payable to the Village of Oak Park and delivered to the Finance Director, 123 Madison St., Oak Park, IL, or at such other place as the Village of Oak Park may, from time to time, in writing appoint.

To secure the payment of the principal sum of money and interest in accordance with the terms, provisions and limitations of the above mentioned Note and of this Mortgage, and the Mortgagors' performance of the covenants and agreements referred to herein, Mortgagors CONVEY AND WARRANT unto 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, Cook County, Illinois, to wit:

THE NORTH 50 FEET OF LOT 1 IN RESUBDIVISION OF BLOCKS 5 TO 7 IN JAMES W. SCOVILLE'S SUBDIVISION OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF SECTION 7, 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): 16-07-200-001-0000

Address(es) of Real Estate: 434 N Oak Park Avenue
Oak Park, Illinois

TOGETHER with all improvements, tenements, easements, and appurtenances thereto belonging, and all rents, issues and profits for so long and during all such times as Mortgagors may be entitled thereto (which rents, issues and profits are pledged primarily and on a parity with said real estate and not secondarily), and all fixtures, apparatus, equipment or articles now or hereafter therein or thereon 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. The parties agree that all buildings and

EXHIBIT II

additions and all similar or other apparatus, equipment or articles hereafter placed in the premises by Mortgagors or their successors or assigns shall also be part of the mortgaged premises;

TO HAVE AND TO HOLD forever, for the purposes, and upon the uses and trusts herein set forth, 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 do hereby expressly release and waive.

1. Mortgagors shall: (1) keep the premises in good condition and repair, without waste; (2) promptly repair, restore, or rebuild any buildings or improvements now or hereafter on the premises which may become damaged or be destroyed; (3) 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; (4) complete within a reasonable time any building or buildings now or at any time in process of erection upon the premises; (5) comply with all requirements of law or municipal ordinances with respect to the premises and the use thereof; (6) 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.
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 the original or duplicate receipts therefor. To prevent default hereunder, 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 and maintain an all risk property insurance policy providing for payment of the cost to replace or repair any property damage or to pay in full the principal and interest on the Note, which insurance shall be issued by companies satisfactory to the Mortgagee, under insurance policies payable, in case of loss or damage, to Mortgagee for the benefit of the Mortgagee, 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 Mortgagee 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. 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 agreement of the Mortgagors herein contained.
5. When the indebtedness hereby secured shall become due, whether by the terms of the note or by acceleration or otherwise, the holder of the Note or the Mortgagee shall have the right to foreclose the lien hereof 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 allowed by law, which may be paid or incurred by or on behalf

of Mortgagee or holders of the note including but not limited to 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) of 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 expenditures and expenses of the nature in this paragraph mentioned shall become so much additional indebtedness secured hereby and immediately due and payable, with interest thereon at the rate of twelve per cent per annum, or the maximum amount allowed by law, whichever is less, 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 hereby secured; 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.

6. The proceeds of any foreclosure sale of the premises shall be distributed in accordance the Illinois Mortgage Foreclosure Law.
7. 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 such receiver by appointment of Mortgagee in possession. Such receiver shall have power to collect the rents, issues and profits of said 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 said 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 the lien hereof or of such decree, provided such application is made prior to foreclosure sale; (2) the deficiency in case of a sale and deficiency.
8. No action for the enforcement of the lien of this Mortgage or of any provision hereof shall be subject to any defense which would not be good and available to the party interposing same in an action at law upon the note hereby secured.

9. 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.
10. Mortgagee has no duty to examine the title, location, existence, or conditions of the premises, nor shall Mortgagee be obligated to record this Mortgage or to exercise any power herein given unless expressly obligated by the terms hereof, 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.
11. 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.
12. This Mortgage and all provisions hereof, shall extend to and be binding upon the Mortgagors and all persons claiming under or through Mortgagors, and the word "Mortgagors" when used herein 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.
13. 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 the record owner is: Timothy J. Serges.

Witness the hands and seals of Mortgagors the day and year first above written.

Signature of Mortgagor

Signature of Mortgagor

Printed Name of Mortgagor

Printed Name of Mortgagor

State of Illinois,
County of COOK

I, the undersigned, a Notary Public in and for Cook County, Illinois certify that
_____ and _____

Personally known to me to be the same person(s) whose name appears above, appeared before me this day in person, and freely and voluntarily subscribed to the foregoing instrument, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal, this ____ day of _____, 20 ____.

Notary Public

Deliver to Box 321

SMALL RENTAL REHAB LOAN COMMITMENT AND AGREEMENT
434 N OAK PARK AVENUE
2 UNITS

This Agreement entered into this 2nd day of July 2012 by and between the Village of Oak Park, a Municipal Corporation (the "Village") and Timothy J. Serges (the "Owner") as owner of 434 N Oak Park Avenue, a multiple family dwelling containing 2 units within the Village of Oak Park (the "Apartment Building").

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the parties hereto do mutually agree as follows:

1. The owner has made an application to the Village for a Small Rental Rehabilitation loan in the amount of \$5,000 using Community Development Block Grant (CDBG) funds, and a Multi-Unit Retrofit Improvement Loan using funds from the Chicago Region Retrofit Ramp-up (CR3) program in the amount of \$5,000 to be used for the following improvements to the Owner's rental property located at 434 N Oak Park Avenue, Oak Park, County of Cook, State of Illinois.

Improvements: Specifications on file in the Housing Programs Division. Which rental property is legally described as:

THE NORTH 50 FEET OF LOT 1 IN RESUBDIVISION OF BLOCKS 5 TO 7 IN JAMES W. SCOVILLE'S SUBDIVISION OF THE WEST 1/2 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 39 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N. #: 16-07-200-001-0000

2. The Village is desirous of making a rehabilitation loan to the Owner(s) for the construction of the improvements. The Village will place a lien in the form of a Mortgage against all assisted properties for the amount of Community Development Block Grant ("CDBG") and Chicago Region Retrofit Ramp-up (CR3) loan funds provided to the Property Owner. The Property Owner must abide by all terms of the Mortgage and this Agreement, for two (2) years, known as the Affordability Period. The Affordability Period starts upon the date of final payment of the CDBG and CR3 contract amounts to the Contractor. The final mortgage/lien amount will include all rehabilitation costs (including the incremental increase in costs associated with lead based paint, if applicable and related items) and all soft costs charged to the project. The mortgage will bear no interest and the lien in the full amount of CDBG and CR3 assistance provided will be discharged if the owner satisfies all terms and conditions of the Mortgage and this Agreement for the full length of the Affordability Period. If the Owner does not satisfy the terms and conditions of the Mortgage and

this Agreement during the Affordability Period, the Owner will be required to repay the entire lien amount with 12% required interest.

3. If the property is sold prior to the end of the Affordability Period, the lien with the required 12% interest must be repaid to the Village of Oak Park. The Village may waive this requirement if the new Property Owner agrees to continue to abide by the terms of this Agreement for the remainder of the Affordability Period. This arrangement must be agreed upon in writing by all interested parties prior to the sale of the property.
4. If there is a change in use of the acquired real estate within two (2) years of the expenditure of CDBG funds on the project, if the new use does not meet the project eligibility and national objective requirements of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24, Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.
5. The Village will agree to subordinate its mortgage only for refinancing of debt from existing mortgages for rate and/or term improvement. The Village will only agree to subordinate its mortgage if the new mortgage does not include any new debt, with the exception of closing costs and fees. Subordinations must be approved by the Village Board of Trustees.
6. During the term of the affordability period described above, the Property Owner agrees that 1 unit will be rented to tenants with household income at or below 80% of the Area Median Income for Cook County published by HUD. Property Owners must provide each Tenant Household a copy of the appropriate EPA/HUD lead paint booklet prior to the Tenant signing a lease. The Tenant must sign an acknowledgement letter indicating that they have received the booklet.
7. The maximum contract rent charged for income restricted units cannot exceed the most current Fair Market Rent limits published by HUD for the Chicago-Naperville-Joliet, IL area depending on the income level of the applicant. This applies to units with tenants in place at the time of rehabilitation and for vacant or newly created units at the time of initial occupancy. Property Owners and their immediate families are not eligible to rent the restricted units.
8. If rents charged by the Owner prior to the submission of the application were less than maximum allowable rents under the program, the Owner may not increase rents on occupied units, regardless of Tenant Household income, from the pre-rehab rent for a minimum of one year after rehabilitation has been completed.
9. The Property Owner must submit all Village of Oak Park/HUD required documentation, along with a copy of the lease, to the Housing Programs Division for review at least 5 days prior to entering into a lease agreement with a prospective Tenant Household. This applies only at initial occupancy of units that are newly

created or for existing units that were vacant at the time of rehabilitation.

10. A Property Owner must make reasonable accommodations in rules, policies, practices, or services when accommodations may be necessary to afford a person with a disability equal opportunity to use and enjoy residential real property. The Property Owner shall not refuse to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by the person with a disability, if that modification may be necessary to afford that person full enjoyment of the premises. Reasonable modifications may include things such as handrails and modified countertops. The person with the disability may be required to return the premises to its original condition upon vacating the premises.
11. During the affordability period, property owners are required to make a good faith effort to affirmatively market the units in their building with the cooperation and assistance of the Village of Oak Park and its designated Marketing Agent, the Oak Park Regional Housing Center. The Village shall promptly provide its agent with an executed copy of the Agreement. Property Owners are required to list all vacancies with the Village's Marketing Agent. The Village's Marketing Agent will waive all fees to the building owner for their marketing services. The Owner will remain responsible for credit checks, security deposit procedures, and the final determination of renting to all tenants. All tenant applications will be taken and processed in the order in which they are received consistent with Federal, State and Local Fair Housing Laws. Any Fair Housing Complaints will be referred to the Housing Programs Manager and the Director of Community Relations.
12. The Village agrees to save and hold harmless, protect and defend the Owner, its employees, servants, successors 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 Owner or its agents in approving or carrying out or fulfilling the terms of this Agreement as it relates to the use of the Village's Marketing Agent, except for all willful misconduct of the Owner or its agent, and to pay all costs of any involvement in any litigation or administrative proceedings or other legal actions based in whole or in part on the Village's "Incentives Ordinance" or the Owner's status as a party to this Agreement.
13. The indemnity provided in Section 12 above is contingent upon the Owner agreeing that the Village shall have control over litigation, administrative proceeding or other legal action, including the selection of attorneys and any settlement of any claim, suit or legal action as the Village deems expedient, provided that the Village shall not be authorized to make any admissions of wrongdoing or illegal activity on behalf of the Owner, nor to enter any plea in a criminal or quasi-criminal case on behalf of the Owner without its express prior written approval. Nothing in this Agreement shall prevent the Village or the Owner from submitting any legal action for defense and/or indemnification to any insurance carrier.
14. All provisions of this Agreement requiring the Village to save and hold harmless,

defend the Owner, its employees, servants, successors and other agents, and to pay all costs of involvements in legal actions regarding the Owner's participation in this Agreement shall survive any termination of this Agreement and, if the Owner or its employees, servants, successors or other agents is or becomes involved in any proceeding or litigation by reason of the Owner having been a party to this Agreement, such provisions shall apply as if this Agreement were still in effect.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is agreed as follows:

The Village will make a rehabilitation loan to the property owner(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. The Property Owner and selected Contractor will be required to obtain all appropriate work permits from the Department of Building and Property Standards. The Village of Oak Park will waive permit fees for work that falls within the approved Scope of Work up to the approved total project cost. Prior to obtaining any permit, the property owner and/or contractor will obtain a certification from the Housing Programs Division that the work falls within the approved Scope of Work.

b) Upon approval of the contracts and contractors the Village will disburse the funds directly to the contractors, subcontractors and material men upon presentation of Contractor's Sworn Statements and Waivers of Mechanic's and Material men'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) The Village will pay the contractor on a cost reimbursement basis. For the duration of the project, contractors may make multiple payment requests to the Housing Programs Division. The Village will retain 20% of the total amount requested from each interim payment request. The Village of Oak Park will not provide "advance" money or authorize payment for items which are not completed or properly installed with the exception of "rough-in" installations of plumbing, electrical or mechanical systems. Upon completion of the improvements, the Village will inspect the contractor's work. After the property passes its final inspection and the Village receives the contractor's signed waiver of lien, the Village will make the final payment to the contractor.

d) The Owner(s) 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 \$10,000. 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.

e) 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.

f) The loan amount may 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.

g) 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.

h) Written notices required under this Agreement shall be to the Village Manager at 123 Madison Street, Oak Park, Illinois 60302, in the case of the Village and to Timothy J. Serges, 434 N Oak Park Avenue, Oak Park, Illinois 60302, in the case of the Owner.

i) All obligations of the Owner hereunder, if signed by more than one individual, will be joint and several.

OWNER
434 N Oak Park Avenue

BY _____ Date: _____

BY _____ Date: _____

VILLAGE OF OAK PARK

BY _____ Date: _____


Cara Pavlicek
Interim Village Manager

ATTEST:

Teresa Powell
Village Clerk

REVIEWED AND APPROVED
AS TO FORM

JUN 26 2012


LAW DEPARTMENT

○

VILLAGE OF OAK PARK
AGENDA ITEM COMMENTARY

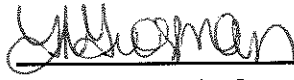
Item Title: Resolution Authorizing a Rehabilitation Loan and a
Lead Hazard Reduction Grant: SFR-045

Resolution or Ordinance No. _____

Date of Board Action: July 2, 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 June 20, 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 of 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 842 Carpenter Avenue.

SFR-045 is:

- 1) a \$24,999 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 \$20,075 rehabilitation cost seen on the attached Bid Spread Sheet, plus a contingency to cover unforeseen problems which might arise during construction (\$4,924), total \$24,999. The mortgage amount is \$24,999. If the entire contingency is not used, an Amended Mortgage will be recorded on title for the exact amount of the loan.
- 2) a \$7,900 lead hazard reduction grant, seen on the attached Bid Spread Sheet. This grant is the \$6,875 lead hazard reduction cost plus a contingency of \$1,025. 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** (\$24,999) and the **CDBG Fund** (\$7,900), total \$32,899. The \$24,999 mortgage is deferred for repayment until transfer of title, or a date 20 years from the date of loan approval (July 2, 2032). (The mortgage and note are written in the amount of \$24,999, the \$20,075 principal plus the contingency of \$4,924.) 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 four contractors and two 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 \$148,501 loan balance, by \$24,999 (\$200,000 original budget amount from the

2012 budget), leaving a balance of \$123,502 (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 \$89,000 remaining budget amount for Lead Hazard Reduction grants (\$100,000 original budget amount from the 2012 budget) by \$7,900 leaving \$81,100. (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.

RESOLUTION

AUTHORIZING A SINGLE FAMILY HOUSING REHABILITATION LOAN AND A LEAD HAZARD REDUCTION GRANT

SFR-045

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 July 2, 2012, \$148,501.00 of those funds were available for such loans and \$89,000.00 of those funds were available for such grants.

b) The premises at 842 Carpenter Avenue consists of a single family residence owned by Thelmare Varnardo, hereinafter referred to as "Owner". The property is presently in need of rehabilitation as set forth in the project Work Description. The Owner is in need of rehabilitation and lead hazard reduction services pursuant to her 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 \$32,899.00, which is the contract amount plus contingency. Any cost exceeding the Village rehabilitation loan will be paid by the Owner.

d) The Owner has requested i) a \$7,900.00 lead hazard reduction grant equaling the \$6,875.00 Lead Hazard Reduction Cost with a contingency of \$1,025.00; and ii) an interest-free, deferred-payment loan of up to \$24,999.00 equaling the \$20,075.00 Rehab Cost with a contingency of \$4,924.00 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 to 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) July 2, 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 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 \$24,999.00 and grant up to \$7,900.00 in CDBG funds to Thelmare Varnardo 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 2nd day of July, 2012.

AYES:

NAYS:

ABSENT:

APPROVED by me this 2nd day of July, 2012.

David G. Pope
Village President

ATTEST:

Teresa Powell
Village Clerk

Not Yet Approved Minutes of
Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
June 20, 2012
7:00 pm – Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:05 pm.

ROLL CALL:

PRESENT: Steven Glass, Patrick Diakite, Peggy LaFleur , Meredith Morris
And Tyrell Stewart; Meg Herman arrived at 7:20

ABSENT: Bill Berg

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. Mr. Richardson stated that SRP-001 would not be presented this evening. Agenda approved unanimously as amended.

NON-AGENDA PUBLIC COMMENT: None

APPROVAL OF MINUTES: A motion was made by Ms. Morris to approve the minutes of May 16, 2012 and May 30, 2012 as drafted, seconded by Ms. LaFleur. Mr. Diakite noted that in the May 16, 2021 minutes the narrative for Small Rental Property Rehab Loan SRP-010 should state that the item would be reviewed on June 20, 2012, rather than May 16, 2012. Approval of the amended minutes passed by unanimous voice vote.

Guideline Amendments for the Small Rental Properties Rehab Loan Program: Ms. Grossman presented a proposed amendment to the Small Rental Properties Rehab Loan Program to remove the requirement for equity in the property. She explained that current economic conditions have reduced the equity in many properties, and that there is little need for this security since this is a forgivable loan. A motion to recommend this guideline change was made by Mr. Stewart and seconded by Ms. Morris.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

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. A motion to approve the loan request was made by Mr. Diakite and seconded by Ms. Herman.

ROLL CALL VOTE:	Bill Berg	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

Request for a Single Family Rehab Loan and a Lead Hazard Reduction Grant, SFR-

045: 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 Ms. Morris:

ROLL CALL VOTE:	Bill Berg,	Absent
	Patrick Diakite	Aye
	Meg Herman	Aye
	Peggy LaFleur	Aye
	Meredith Morris	Aye
	Tyrell Stewart	Aye
	Chair Glass	Aye

A Day in Our Village Update: The committee discussed the response to its presence at the event expressed a desire to participate again in 2013.

OTHER BUSINESS: Chair Glass informed the committee that member Bill Berg had resigned his commission. The committee expressed their gratitude to Mr. Berg for his service to the committee. The next regular HPAC meeting is set for July 18, 2012.

ADJOURNMENT (voice vote): Meeting adjourned at 8:05 pm.

Respectfully submitted,
Jeff Richardson
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-045
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II. Project Cost:	Deferred Rehab Loan (Fund 83, CDBG Fund)	\$24,999
	Lead Hazard Reduction Grant (Fund 83, CDBG Fund)	\$ 7,900
	Total Project Cost	\$32,899

III. Loan/Mortgage Amount:	\$24,999 (\$20,075 + \$4,924 contingency)
First Mortgage:	±\$ 68,640
Second Mortgage:	±\$ 18,426
VOP Mortgage (this loan):	\$ 24,999
Post-Rehab Encumbrance:	±\$112,065
Estimated Market Value/ Current Market Value:	\$291,580 (Cook County Assessor's estimate)
Post-Rehab Equity:	\$179,515 (61.57% equity)

IV. Obligations	
Property Taxes:	Current \$3,958.16 paid 3/1/12 (1 st installment 2011 taxes) verified 1/1/11. No other taxes owed.
Water Bill:	Current

V. Housing Code Violations:	
	None.

VI. Use of Loan Funds:

The rehab loan will completely rehab the bathroom with new fixtures and tile, etc. Plaster patching will be done in the kitchen and a doorway from the kitchen to a bedroom will be closed-off. New base and shoe molding will be installed in the kitchen. The front porch will be rebuilt. Ten windows will be replaced.

The lead grant will perform interim controls in the basement and on the first and second floors, stabilize and repaint the garage, and replace soil around the house. The ten windows being replaced will be removed under this grant.

VII. Comments:

This is a two-story frame home owned and occupied by a single woman. The household qualifies as 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 \$291,580. With total debt of \$112,065 [\$68,640 first mortgage, \$18,426 second mortgage and \$24,999 third (Village) mortgage], there will be 61.57% 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 - 045 REHAB with ADDENDUM #1 - #2 - #3 Added

Project

Thelmar Varnado

Owner

842 Carpenter Ave.

Address

Trade	Budget	Bidder #1 P&L Const	Bidder #2 IDLC Co.	Bidder #3 Name	Bidder #4 Name	Bidder #5 Name
1 - General Requirements	\$ 125.00	\$ 500.00	\$ 450.00	\$ -	\$ -	\$ -
2 - Owner Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 - Volunteer Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 - Site Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 - Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - Concrete & Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 - Masonry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 - Metal Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 - Environmental Rehab	\$ 9,455.00	\$ 6,875.00	\$ 8,385.00	\$ -	\$ -	\$ -
10 - Carpentry	\$ 10,105.00	\$ 11,550.00	\$ 12,325.00	\$ -	\$ -	\$ -
15 - Roofing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16 - Conservation	\$ 400.00	\$ 150.00	\$ 1,445.00	\$ -	\$ -	\$ -
17 - Drywall & Plaster	\$ 1,125.00	\$ 800.00	\$ 835.00	\$ -	\$ -	\$ -
18 - Ceramic Tile	\$ 4,100.00	\$ 3,200.00	\$ 3,842.00	\$ -	\$ -	\$ -
19 - Paint & Wallpaper	\$ 250.00	\$ 200.00	\$ 420.00	\$ -	\$ -	\$ -
20 - Floor Coverings	\$ 125.00	\$ 100.00	\$ 315.00	\$ -	\$ -	\$ -
21 - HVAC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 - Plumbing	\$ 4,625.00	\$ 2,875.00	\$ 6,040.00	\$ -	\$ -	\$ -
23 - Electrical	\$ 735.00	\$ 700.00	\$ 2,075.00	\$ -	\$ -	\$ -
Total	\$ 31,045.00	\$ 26,950.00	\$ 36,132.00	\$ -	\$ -	\$ -
10% Over	\$ 34,149.50					
15% Under	\$ 26,388.25					
Bid Range	\$ 26,388.25	TO	\$ 34,149.50			

MORTGAGE

PIN: 16-18-134-001-0000

THIS MORTGAGE is made this 2nd day of July, 2012, between Thelmare Varnardo, 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 \$24,999.00 (Twenty-four Thousand Nine Hundred Ninety-nine 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. July 2, 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:

THE NORTH 34 FEET OF LOT 24 IN PRICE'S ADDITION TO OAK PARK, BEING A SUBDIVISION OF LOT 4 IN THE PARTITION OF THE EAST 1/2 OF LOT 2 IN JERVIS AND OTHERS SUBDIVISION (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF) OF SECTION 18, TOWNSHIP THIRTY-NINE (39) NORTH, RANGE THIRTEEN (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): 16-18-134-001-0000

Address(es) of Real Estate: 842 Carpenter 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: Thelmare Varnardo

Signed by the Mortgagors on the day and year first above written.

_____ (Seal)	_____ (Seal)
Thelmare Varnardo	
_____	_____
_____ (Seal)	_____ (Seal)
_____	_____

State of Illinois, County of Cook ss.

I _____
a notary public in Cook County, Illinois, certify that Thelmare Varnardo
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

\$24,999.00

Oak Park, Illinois, July 2, 2012

FOR VALUE RECEIVED, Thelmare Varnardo promises to pay to the Village of Oak Park, Illinois the principal sum of Twenty-four Thousand Nine Hundred Ninety-nine 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. July 2, 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"):

THE NORTH 34 FEET OF LOT 24 IN PRICE'S ADDITION TO OAK PARK, BEING A SUBDIVISION OF LOT 4 IN THE PARTITION OF THE EAST 1/2 OF LOT 2 IN JERVIS AND OTHERS SUBDIVISION (EXCEPT THE WEST 1/2 OF THE SOUTHWEST 1/4 THEREOF) OF SECTION 18, TOWNSHIP THIRTY-NINE (39) NORTH, RANGE THIRTEEN (13), EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Permanent Real Estate Index Number(s): 16-18-134-001-0000

Address(es) of Real Estate: 842 Carpenter 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.

Thelmare Varnardo

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-045

Agreement made by the Village of Oak Park, a municipal corporation, hereinafter referred to as "Village", and Thelmare Varnardo, hereinafter referred to as "Owner(s)".

WHEREAS, the owner has made an application to the Village for a rehabilitation loan in the amount of \$24,999.00, and a lead hazard reduction grant in the amount of \$7,900.00, to be used for the following improvements to the Owner's residence located at 842 Carpenter Avenue, Oak Park, County of Cook, State of Illinois.

Improvements: See attached specifications.

Which residence is legally described as:

THE NORTH 34 FEET OF LOT 24 IN PRICE'S ADDITION TO OAK PARK,
BEING A SUBDIVISION OF LOT 4 IN THE PARTITION OF THE EAST 1/2
OF LOT 2 IN JERVIS AND OTHERS SUBDIVISION (EXCEPT THE WEST
1/2 OF THE SOUTHWEST 1/4 THEREOF) OF SECTION 18, TOWNSHIP
THIRTY-NINE (39) NORTH, RANGE THIRTEEN (13), EAST OF THE THIRD
PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N. #: 16-18-134-001-0000

WHEREAS, the Village is desirous of making a rehabilitation loan and a lead hazard reduction grant to the Owner(s) 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) July 2, 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) July 2, 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 \$24,999.00. 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

JUN 25 2012

LAW DEPARTMENT



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076809	Jun/22/2012	RE	Paid	VOP01 0000014241 ACCOUNTING PRINCIPALS DEPT CH 14031 PALATINE IL 60055	Not applicable		3,695.83 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099037	5088993, 5099842, 51	May/27/2012	TEMPORARY SERVICES WE 05/13/12,05/20/12,05/27/12.HARTSFIELD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	3,695.83 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076810	Jun/22/2012	RE	Paid	VOP01 0000014340 ADP, INC. P.O. BOX 0500 CAROL STREAM IL 60132-0500	Not applicable		5,170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099185	409691038	Jun/08/2012	AUTOPAY II PROCESSING FEES PPE 6/2/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	2,837.70 USD
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	2,288.00 USD
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	45.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076811	Jun/22/2012	RE	Paid	VOP01 0000014547 AMERICAN BUSINESS MACHINE C/O NANCY SABIERS 3020 COMANCHE DR. MT. VERNON WA 98273	Not applicable		56.91 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099200	0528000154-00	Jun/08/2012	REFUND CREDIT BALANCE ON FINALIZED WATER ACCOUNT@307 SOUTH B	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	56.91 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076812	Jun/22/2012	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	00099212	JULY 2012	Jul/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



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076813	Jun/22/2012	RE	Paid	VOP01 0000014533 ARVANETES, ANDREW 4001 N. KILDARE AVE #111 CHICAGO IL 60641	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099170	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076814	Jun/22/2012	RE	Paid	VOP01 0000013854 AT & T P.O. BOX 5080 CAROL STREAM IL 60197-5080	Not applicable		115.42 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099262	708383308505	May/19/2012	WEB & MCGANN@123 MADISON 4/20/12-5/19/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	115.42 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076815	Jun/22/2012	RE	Paid	VOP01 0000010157 B2B COMPUTER PRODUCTS P.O. BOX 3296 GLEN ELLYN IL 60138	Not applicable		179.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099263	563256	May/30/2012	HP DRUM KIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Adjudication	General Fund	Base Program	179.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076816	Jun/22/2012	RE	Paid	VOP01 0000010577 BAXTER & WOODMAN, INC. P.O. BOX 783 CRYSTAL LAKE IL 60012	Not applicable		379.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099221	0162950	May/24/2012	I-290 WATER MAIN CROSSING CONSTRUCTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Project Engineering	DPW - Water	Water Fund	Water Distribution	379.85 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
076817	Jun/22/2012	RE	Paid	VOP01 0000014458 BERG, COLLEEN 541 N. HARVEY AVE. OAK PARK IL 60302	Not applicable		1,380.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099216	05/21/12-06/01/12	Jun/01/2012	CONTRACTUAL SERVICES - SCULPTURE WALK COORDINATOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	1,380.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076818	Jun/22/2012	RE	Paid	VOP01 0000008978 BERTELS, JOSHUA C/O POLICE DEPT. 123 MADISON OAK PARK IL 60302	Not applicable		230.71 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099095	06/05/2012	Jun/05/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	230.71 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076819	Jun/22/2012	RE	Paid	VOP01 0000002579 BIO-TRON, INC. 17334 VALLEY FORGE DRIVE TINLEY PARK IL 60477	Not applicable		125.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099235	32299	Jun/06/2012	ZOLL E-SERIES, RESEATED VIDEO CABLE & SYSTEM BOARD TO FRONT PAN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	FIRE - EMS	General Fund	Base Program	125.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076820	Jun/22/2012	RE	Paid	VOP01 0000013403 BRILLIANT 125 S. WACKER DR, SUITE 1230 CHICAGO IL 60606	Not applicable		7,296.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099199	9410,9458,9519,9574,	Jun/05/2012	TEMPORARY SERVICES 4/30/12-6/1/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	7,296.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076821	Jun/22/2012	RE	Paid	VOP01 0000014595 CALLAHAN, BRUCE 927 FOREST AVE OAK PARK IL 60302	Not applicable		243.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099201	0242000611-00	Jun/14/2012	REFUND CREDIT BALANCE ON WATER ACCT@927 FOREST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	243.80 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076822	Jun/22/2012	RE	Paid	VOP01 0000001940 CAT SCRATCH GRAPHIC DESIGN 812 S. LOMBARD AVE C/O JANICE SNYDE OAK PARK IL 60304	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099163	061112-18	Jun/11/2012	DESIGN & PRODUCTION OF WATER QUALITY REPORT UPDATE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	DPW - Water	Water Fund	Base Program	500.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076823	Jun/22/2012	RE	Paid	VOP01 0000010007 CDC ENTERPRISES, INC. P.O. BOX 202 RINGWOOD IL 60072	Not applicable		18,725.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099155	201200135	May/09/2012	IFIX UPGRADE TO SCADA SYSTEM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Water	Water Fund	Water Supply	15,735.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	2,300.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	690.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076824	Jun/22/2012	RE	Paid	VOP01 0000009885 CEDA WIC PROGRAM 208 S. LASALLE STE. #1900 CHICAGO IL 60604	Not applicable		900.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099213	APRIL 2012	Apr/01/2012	MONTHLY RENTAL SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Rent Expense	HEALTH - Health Grants	Family Case Mangement - 2	Base Program	300.00 USD
1	Rent Expense	HEALTH - Health Grants	Family Case Mangement - 2	Base Program	300.00 USD
1	Rent Expense	HEALTH - Health Grants	Family Case Mangement - 2	Base Program	300.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076825	Jun/22/2012	RE	Paid	VOP01 000001060 CERNIGLIA CO 3421 LAKE ST MELROSE PARK IL 60160	Not applicable		177,891.57 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099222	PROJECT 11-1, PAYME	Apr/30/2012	WATER & SEWER IMPROVEMENTS 04/14/12-04/30/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	177,891.57 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076826	Jun/22/2012	RE	Paid	VOP01 0000011331 CHICAGO SCAFFOLDING 4824 W. LAKE ST. CHICAGO IL 60644	Not applicable		245.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099149	R0005220	May/18/2012	SCAFFOLDING@6641 NORTH AVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Emergency Services (bps)	Building Property Standards	General Fund	Property Standards	245.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076827	Jun/22/2012	RE	Paid	VOP01 0000003962 CITY TECH USA, INC. 7228 O'NEILL RD. DOWNERS GROVE IL 60516	Not applicable		390.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099225	1776	Jun/04/2012	ANNUAL PUBLICSALARY.COM MEMBERSHIP FEE. ACCT#45FC2B03	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	HR - Human Resources	General Fund	Employment	390.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076828	Jun/22/2012	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	00099035	69957	May/31/2012	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



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076829	Jun/22/2012	RE	Paid	VOP01 000002103 CLYDE PRINTING COMPANY 3520 S. MORGAN STREET CHICAGO IL 60609-1543	Not applicable		776.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099243	70517	Jun/15/2012	STOCK SUPPLY OF LETTERHEAD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	FINANCE - Purchasing	General Fund	Central Services	776.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076830	Jun/22/2012	RE	Paid	VOP01 000002841 COLLINS, KEVIN C/O POLICE DEPT 123 MADISON ST. OAK PARK IL 60302	Not applicable		212.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099096	06/06/2012	Jun/06/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	212.18 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076831	Jun/22/2012	RE	Paid	VOP01 0000012346 COMCAST CABLE P.O. BOX 3001 SOUTHEASTERN PA 19398-3001	Not applicable		146.22 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099264	8771 20 119 0221873	Jun/04/2012	CABLE & INTERNET@618 S AUSTIN 6/9/12-7/8/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	Information Technology	General Fund	Base Program	73.11 USD
1	Telecommunication Charges	Information Technology	General Fund	Base Program	73.11 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076832	Jun/22/2012	RE	Paid	VOP01 0000008671 COOK, KRISTIN C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		157.92 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099097	06/01/2012	Jun/01/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	157.92 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076833	Jun/22/2012	RE	Paid	VOP01 0000010182 CULLIGAN WATER P.O. BOX 364 UNION GROVE WI 53182-0364	Not applicable		88.78 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00098835	604149,604152,60430	May/26/2012	SERVICE FEE, WATER, CUPS, DISPENSER RENTAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Charges	Parking Services	Parking Fund	The Avenue Garage	16.43 USD
2	Water Charges	Parking Services	Parking Fund	Holley Ct Parking Garage	72.35 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076834	Jun/22/2012	RE	Paid	VOP01 0000012999 DELTA DENTAL-RISK P.O. BOX 804067 CHICAGO IL 60680	Not applicable		26,698.79 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099258	459189, 459190	Jul/01/2012	GROUP 11005-000-00001-00000. PPO HIGH & LOW 7/1/12-7/30/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Dental Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	26,698.79 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076835	Jun/22/2012	RE	Paid	VOP01 0000014538 DEPPE, SARAH 1928 COLLEGE ST CEDAR FALLS IA 50613	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099178	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076836	Jun/22/2012	RE	Paid	VOP01 0000011589 DISPOSALL WASTE SERVICES, LLC. 5817 W. OGDEN AVE. CICERO IL 60804	Not applicable		5,057.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099161	37629	May/21/2012	REFUSE/RECYCLING PICK UP 5/14/12-5/20/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
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
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
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,477.00 USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,502.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076837	Jun/22/2012	RE	Paid	VOP01 000002302 DYNAMEX, INC. 12837 COLLECTIONS CENTER DRIVE CHICAGO IL 60693	Not applicable		18.68 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099169	1148986	May/31/2012	DELIVERY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	DPW - Capital Projects	Capital Improvement Fund	CIP Management	18.68 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076838	Jun/22/2012	RE	Paid	VOP01 0000012916 ELGIN SWEEPING SERVICES, INC. 1015 W. PERSHING CHICAGO IL 60609	Not applicable		10,816.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099159	2765A	May/31/2012	STREET SWEEPING 05/01/12-05/18-12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	10,816.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076839	Jun/22/2012	RE	Paid	VOP01 000001117 FEDERAL EXPRESS P.O. BOX 94515 PALATINE IL 60094-4515	Not applicable		82.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099197	7-912-16351	Jun/06/2012	PARCEL PICK UP 5/25/12-5/29/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	Adjudication	General Fund	Base Program	13.49 USD
2	Postage	Information Technology	General Fund	Base Program	69.38 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076840	Jun/22/2012	RE	Paid	VOP01 0000014535 FOLWARCZNY, DUSTY 1433 N. LEAVITT, #2F CHICAGO IL 60622	Not applicable		1,200.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099176	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012(2 SCULPTUR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	1,200.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076841	Jun/22/2012	RE	Paid	VOP01 0000001130 FRANCZEK, RADELET 300 S. WACKER DRIVE, SUITE 3400 CHICAGO IL 60606-6785	Not applicable		11,909.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099257	139256	May/30/2012	APRIL 2012 LEGAL SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	LEGAL - Law	General Fund	Base Program	4,030.50 USD
2	Legal Fees Liability Claims	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	7,878.55 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076842	Jun/22/2012	RE	Paid	VOP01 0000014600 FREIVOGEL, LAURIE 942 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	00099228	SBPGP-015	Apr/27/2012	SEWER BACKUP PREVENTION GRANT@942 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



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076843	Jun/22/2012	RE	Paid	VOP01 0000010185 GALLAGHER MATERIALS, INC. 18100 S. INDIANA AVE. THORNTON IL 60476	Not applicable		2,455.56 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099158	626100MB	May/22/2012	21.54 TONS OF UPM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Street Services	General Fund	Pavement Management	2,455.56 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076844	Jun/22/2012	RE	Paid	VOP01 0000002257 GALLS INCORPORATED DEPARTMENT 8069 CAROL STREAM IL 60122-8069	Not applicable		565.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099098	512164485	May/08/2012	SEAT ORGANIZER, SQUARED MATTE BLACK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	89.12 USD
1	Clothing	POLICE	General Fund	Crossing Guards	14.59 USD
1	Clothing	POLICE	General Fund	Crossing Guards	187.10 USD
1	Clothing	POLICE	General Fund	Crossing Guards	38.71 USD
1	Clothing	POLICE	General Fund	Crossing Guards	148.97 USD
1	Clothing	POLICE	General Fund	Crossing Guards	87.46 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076845	Jun/22/2012	RE	Paid	VOP01 0000014530 GARD, RON 1883 N. MILWAUKEE AVE. CHICAGO IL 60647	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099177	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076846	Jun/22/2012	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	00099038	181-516412	Jun/01/2012	JUNE 2012 TRANSPORT OF PARKING METER COIN	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



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076847	Jun/22/2012	RE	Paid	VOP01 0000014596 GILL-NIELSEN PLUMBING COMPANY 7319 HOLLY CT RIVER FOREST IL 60305	Not applicable		840.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099220	OPE 2012-00049	Jun/07/2012	REFUND PARKWAY & SIDEWALK RESTORATION DEPOSIT	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
076848	Jun/22/2012	RE	Paid	VOP01 0000013972 GOVTEMPSUSA LLC P.O. BOX 2392 NEW YORK NY 10116-2392	Not applicable		13,169.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099152	1154639,1154640,116	May/31/2012	1162464.TEMPORARY SERVICES PERIOD 05/06,05/13,05/20,05/27.KNUDSEN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Building Property Standards	General Fund	Building Inspection Services	5,960.00 USD
1	External Support	Parking Services	Parking Fund	Base Program	3,267.00 USD
1	External Support	Parking Services	Parking Fund	Base Program	3,942.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076849	Jun/22/2012	RE	Paid	VOP01 0000014597 HAGGERTY FORD 330 E. ROOSEVELT RD. WEST CHICAGO IL 60185	Not applicable		613.74 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099164	16963,17059,16884,1	May/17/2012	D17459,D16691,137984,030078,D17570,C17787,138633,138897,138633,138897,139320,	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	613.74 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076850	Jun/22/2012	RE	Paid	VOP01 0000014548 HAMILTON, R.M. 1044 S. MAPLE AVE. OAK PARK IL 60304	Not applicable		130.55 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099202	0101000208-00	Jun/08/2012	REFUND CREDIT BALANCE ON FINALIZED WATER ACCT@1044 S MAPLE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	130.55 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076851	Jun/22/2012	RE	Paid	VOP01 0000008412 HARRIS COMPUTER SYSTEMS 62133 COLLECTIONS CENTER DR CHICAGO IL 60693-0621	Not applicable		426.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099189	XT00003256	May/31/2012	MAY 2012 ICONNECT HOSTING & EBILLS FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software	FINANCE - Financial Services	Sewer Fund	Utilities	426.80 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076852	Jun/22/2012	RE	Paid	VOP01 0000001948 HASTINGS AIR ENERGY CONTROL 5555 S. WESTRIDGE DRIVE NEW BERLIN WI 53151-7900	Not applicable		129.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099210	142815	May/31/2012	SERVICE CALL & LABOR FOR AMBULANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Repairs	FIRE - Operations	General Fund	Base Program	129.95 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076853	Jun/22/2012	RE	Paid	VOP01 0000014534 HELBING, MIKE 1412 S. EAST AVE. BERWYN IL 60402	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099175	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076854	Jun/22/2012	RE	Paid	VOP01 0000003525 IAEI P.O. BOX 830848 RICHARDSON TX 75083	Not applicable		204.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099154	06/06/12	Jun/06/2012	MEMBERSHIP RENEWAL - TOULLOUMIS #6060032	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	Building Property Standards	General Fund	Building Inspection Services	204.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076855	Jun/22/2012	RE	Paid	VOP01 0000001750 ICE MOUNTAIN SPRING WATER P.O. BOX 856680 LOUISVILLE KY 40285-0680	Not applicable		621.47 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099188	12F8106458766	Jun/05/2012	MAY 2012 BOTTLED DRINKING WATER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Charges	DPW - Building Maintenance	General Fund	Village Hall	621.47 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076856	Jun/22/2012	RE	Paid	VOP01 0000008999 ILLINOIS FIRE STORE 243 EAST MAIN ST. P.O. BOX 58 AMBOY IL 61310	Not applicable		2,178.54 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099240	25965	May/29/2012	CHANNELLOCK RESCUE TOOLS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	2,178.54 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076857	Jun/22/2012	RE	Paid	VOP01 0000013152 INTEGRYS ENERGY SERVICES PO BOX 19046 GREEN BAY WI 54307-9046	Not applicable		8,239.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099270	19753469-1, 1977255	May/31/2012	ELECTRIC SERVICE 4/27/12-5/30/12@137 N. SCOVILLE & 1150 HOLLEY CT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	7,623.10 USD
1	Electricity	Parking Services	Parking Fund	OPRF Garage	616.80 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076858	Jun/22/2012	RE	Paid	VOP01 0000007385 IRMA FOUR WESTBROOK CORP. CENTER S -940 WESTCHESTER IL 60154	Not applicable		1,337.52 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099094	IVC0008291	Mar/31/2012	2 DAYS RISK MANAGEMENT CONSULTING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	VMO - Village Management	General Fund	Base Program	1,337.52 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076859	Jun/22/2012	RE	Paid	VOP01 000007708 IT'S A SIGN 1114 MADISON ST. OAK PARK IL 60302	Not applicable		100.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099184	3054	Jun/01/2012	POSTERS FOR 2012 A DAY IN OUR VILLAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Communication	General Fund	Base Program	100.05 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076860	Jun/22/2012	RE	Paid	VOP01 0000002059 J.G. UNIFORMS 5949 W. IRVING PARK RD. CHICAGO IL 60634	Not applicable		941.36 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099105	27534	May/30/2012	METAL INSIGNIA BAR CORRUGATED	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Clothing	POLICE	General Fund	Detectives	4.50	USD
1	Clothing	POLICE	General Fund	Detectives	135.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	54.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	38.75	USD
1	Clothing	POLICE	General Fund	Crossing Guards	41.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	135.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	84.99	USD
1	Clothing	POLICE	General Fund	Crossing Guards	133.40	USD
1	Clothing	POLICE	General Fund	Crossing Guards	138.75	USD
1	Clothing	POLICE	General Fund	Crossing Guards	16.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	5.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	34.99	USD
1	Clothing	POLICE	General Fund	Crossing Guards	34.99	USD
1	Clothing	POLICE	General Fund	Crossing Guards	84.99	USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076861	Jun/22/2012	RE	Paid	VOP01 0000001454 JACOBS,THEODORE R. 834 N. HARVEY OAK PARK IL 60302	Not applicable		80.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099248	HB9801, HB0106	Jun/12/2012	REIMBURSEMENT FOR MORTGAGE RELEASE RECORDING FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	Housing Services	General Fund	Base Program	80.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076862	Jun/22/2012	RE	Paid	VOP01 0000003113 JCM UNIFORMS INC. 151 E. CASS ST. JOLIET IL 60432	Not applicable		85.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099104	666198	Jun/01/2012	CARDIO 4	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	85.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076863	Jun/22/2012	RE	Paid	VOP01 0000002387 KAARRE, DOUG	Not applicable		993.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099180	JULY 18-22, 2012	Jun/12/2012	CASH ADVANCE FOR NAPC CONFERENCE HOTEL & MEALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	Plan Community Development	General Fund	Base Program	993.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076864	Jun/22/2012	RE	Paid	VOP01 0000014529 KARPOWICZ, TERRANCE 1219 W. LAKE ST. CHICAGO IL 60607	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099174	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076865	Jun/22/2012	RE	Paid	VOP01 000001199 KLEIN, THORPE & JENKINS 20 N. WACKER DR., SUITE 1660 CHICAGO IL 60606	Not applicable		8,733.98 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099256	158468-158474	Jun/07/2012	MAY 2012 LEGAL SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	LEGAL - Law	General Fund	Base Program	7,009.22 USD
2	Legal Fees Liability Claims	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	1,724.76 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076866	Jun/22/2012	RE	Paid	VOP01 0000012469 KONE INC. P.O. BOX 429 MOLINE IL 61266-0429	Not applicable		993.03 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099269	220918194	Jun/01/2012	MAINTENANCE COVERAGE 6/1/12-8/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	993.03 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076867	Jun/22/2012	RE	Paid	VOP01 0000010500 LEAD INSPECTORS USA INC. 281A UNIVERISTY LN.. ELK GROVE VILLAGE IL 60007	Not applicable		650.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099093	5919, 5920	Jun/06/2012	LEAD INSPECTION & CLEARANCE,1224 N KENILWORTH,626 GUNDERSON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Housing Rehab Property Loan	Housing Services	Community Development L	Single Housing Rehab Loan 11	650.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076868	Jun/22/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		421.38 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099207	407534I, 407536I	Jun/01/2012	OFFICE SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	HR - Human Resources	General Fund	Base Program	66.12 USD
1	Office Supplies	VMO - Village Management	General Fund	Base Program	302.35 USD
1	Office Supplies	VMO - Village Management	General Fund	Base Program	52.91 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076869	Jun/22/2012	RE	Paid	VOP01 000005591 LOYOLA UNIVERSITY MEDICAL CENTER P.O. BOX 95994 CHICAGO IL 60694-5994	Not applicable		860.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099224	05/28/12	May/28/2012	OHS GUARANTOR NUMBER: 6000166-0528,6000168-0528	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	HR - Human Resources	General Fund	Employment	860.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076870	Jun/22/2012	RE	Paid	VOP01 000009961 MAINTENANCE ENGINEERING LTD. P.O. BOX 2123 FARGO ND 58107-2123	Not applicable		2,328.21 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099268	2814840-01, 2814840	Jun/01/2012	(50)175W M57/175/U/MED/35M ENCL RT, (22)175W M57/175/U/MED/35M ENCL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	2,328.21 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076871	Jun/22/2012	RE	Paid	VOP01 0000014536 MCPAHON, MARGOT 310 S. HUMPHREY AVE. OAK PARK IL 60302	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099173	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076872	Jun/22/2012	RE	Paid	VOP01 0000013937 MEECH GROUP 4064 N. LINCOLN AVE, SUITE 147 CHICAGO IL 60618-3038	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099050	VOP 20120601	Jun/01/2012	DEVELOPMENT ADVISORY SERVICES 5/1/12-5/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	VMO - Village Management	General Fund	Base Program	500.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076873	Jun/22/2012	RE	Paid	VOP01 0000009958 MES - ILLINOIS DEPOSITORY ACCT 75 REMITTANCE DR. STE. #3135 CHICAGO IL 60675	Not applicable		2,050.47 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099237	00317645_SNV	May/29/2012	SHORTS,PANTS,ANKLE SOCKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	1,357.83 USD
1	Clothing	FIRE - Operations	General Fund	Base Program	692.64 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076874	Jun/22/2012	RE	Paid	VOP01 0000002736 METRO-WESTERN COOK CREDIT SERVICES, 4409 W. LAWRENCE AVE. CHICAGO IL 60630	Not applicable		28.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099230	74906	May/31/2012	CREDIT CHECK FOR FAITH JULIAN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Housing Services	General Fund	Base Program	28.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076875	Jun/22/2012	RE	Paid	VOP01 0000001234 MILITARY AND POLICE SUPPLY,INC 7351 MADISON STREET FOREST PARK IL 60130-1543	Not applicable		535.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099119	427427	May/21/2012	RAMBLER PACK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	75.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	54.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	30.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	8.00 USD
1	Clothing	POLICE	General Fund	Detectives	103.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	20.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	60.00 USD
1	Clothing	POLICE	General Fund	Detectives	17.00 USD
1	Clothing	POLICE	General Fund	Crossing Guards	34.00 USD
1	Clothing	POLICE	General Fund	Detectives	24.00 USD
1	Clothing	POLICE	General Fund	Detectives	19.00 USD
1	Clothing	POLICE	General Fund	Detectives	91.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076876	Jun/22/2012	RE	Paid	VOP01 0000001631 MONTY,ROBERT C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		272.97 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099131	06/05/2012	Jun/05/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	272.97 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076877	Jun/22/2012	RE	Paid	VOP01 0000014531 MORIN, SHAWN P.O. BOX 302 BOWLING GREEN OH 43402	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099171	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076878	Jun/22/2012	RE	Paid	VOP01 0000014599 MORRIS, CHRISTINA 147 HARRISON ST #2 OAK PARK IL 60304	Not applicable		51.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099218	05/28/12	May/28/2012	REIMBURSEMENT FOR SUPPLIES FOR A DAY IN OUR VILLAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Boards Commissions Support	CLERK - Boards and Commissions	General Fund	Historic Preservation Commiss	51.18 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076879	Jun/22/2012	RE	Paid	VOP01 0000001250 NATIONAL POWER RODDING CORP. 2500 W. ARTHINGTON CHICAGO IL 60612-4108	Not applicable		1,316.32 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099249	0997000314-03	Jun/15/2012	REFUND BALANCE OF HYDRANT METER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Meter Deposits Payable	Balance Sheet	Water Fund	Balance Sheet	1,316.32 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076880	Jun/22/2012	RE	Paid	VOP01 0000001256 NICOR (P.O. BOX 0632) P.O. BOX 0632 AURORA IL 60507-0632	Not applicable		83.09 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099267	67-90-13-5311 9	Jun/04/2012	NATURAL GAS DELIVERY CHARGES 05/03/12-06/01/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Natural Gas	Parking Services	Parking Fund	Holley Ct Parking Garage	83.09 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076881	Jun/22/2012	RE	Paid	VOP01 0000001461 NORTH CENTRAL COUNCIL OF MAYORS 2000 5TH AVE. BLDG. N RIVER GROVE IL 60171	Not applicable		1,909.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099219	JULY 1, 2012 - JUNE 3	Jul/01/2012	NORTH CENTRAL PORTION OF THE PL BUDGET FOR FY 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	VMO - Village Management	General Fund	Base Program	1,909.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076882	Jun/22/2012	RE	Paid	VOP01 0000001466 O'BRIEN, PATRICK 100 CENTRAL AVE, UNIT 1013 SARASOTA IL 34236	Not applicable		2,864.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099226	MSA 1114-G	Jun/07/2012	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	2,864.23 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076883	Jun/22/2012	RE	Paid	VOP01 0000007535 O'CONNOR, MICHAEL	Not applicable		325.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099132	05/29/2012	May/29/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	325.10 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076884	Jun/22/2012	RE	Paid	VOP01 0000001977 O'HERRON,RAY CO. INC. 523 E. ROOSEVELT RD. LOMBARD IL 60148	Not applicable		1,737.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099133	0053313-IN	May/03/2012	GLOVES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	39.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	109.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	75.90 USD
1	Clothing	POLICE	General Fund	Detectives	113.90 USD
1	Clothing	POLICE	General Fund	Crossing Guards	200.80 USD
1	Clothing	POLICE	General Fund	Crossing Guards	109.80 USD
1	Clothing	POLICE	General Fund	Detectives	39.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	365.65 USD
1	Clothing	POLICE	General Fund	Crossing Guards	154.75 USD
1	Clothing	POLICE	General Fund	Detectives	17.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	48.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	51.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	279.65 USD
1	Clothing	POLICE	General Fund	Crossing Guards	128.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076885	Jun/22/2012	RE	Paid	VOP01 0000001647 OAK PARK ELEMENTARY SCHOOL DISTRI 970 MADISON ST. OAK PARK IL 60302	Not applicable		42.83 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099246	3054	Jun/19/2012	2011 LAMINATED AUDIT BOOK COVERS & TABS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	FINANCE - Financial Services	General Fund	Base Program	42.83 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076886	Jun/22/2012	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	00099250	MFHIP 2012.05	Jun/14/2012	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: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076887	Jun/22/2012	RE	Paid	VOP01 0000010246 PERMIDT ENGINEERING LTD. 10224 FRANKLIN AVE FRANKLIN PARK IL 60131	Not applicable		1,010.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099165	OPE 2011-00098	Jun/12/2012	REFUND PARKWAY & STREET RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	1,010.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076888	Jun/22/2012	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	00099211	05/24/2012	May/24/2012	ACCT#467526 SUBSCRIPTON RENEWAL FOR 52 WEEKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	HEALTH - Health Services	General Fund	Base Program	32.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076889	Jun/22/2012	RE	Paid	VOP01 0000002365 PITNEY BOWES INC P.O. BOX 371887 PITTSBURG PA 15250-7887	Not applicable		1,781.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099187	0498840-JN12	Jun/13/2012	JUNE 2012 POSTAGE & FOLDING MACHINE LEASE PAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	1,323.00 USD
2	Equipment Rental	Parking Services	General Fund	Parking Permit Office	458.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076890	Jun/22/2012	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	00099205	06/12/12	Jun/12/2012	CONTRACTUAL SERVICES 6/12/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	170.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076891	Jun/22/2012	RE	Paid	VOP01 0000010362 POSTMASTER 901 LAKE ST. OAK PARK IL 60301	Not applicable		3,300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099181	JULY/AUGUST 2012	Jun/16/2012	MAIL PERMIT #26. POSTAGE FOR OP/FYI NEWSLETTER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	Communication	General Fund	Base Program	3,300.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076892	Jun/22/2012	RE	Paid	VOP01 0000001314 RELIASTAR LIFE INSURANCE 3702 PAYSHERE CIRCLE CHICAGO IL 60674-0037	Not applicable		620.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099209	11A0038834	Apr/13/2012	ING EMPLOYEE BENEFITS MONTHLY 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	620.14 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076893	Jun/22/2012	RE	Paid	VOP01 0000008988 RICOH AMERICAS CORPORATION P.O. BOX 4245 CAROL STREAM IL 60197-4245	Not applicable		5,640.59 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099191	480520	Jun/04/2012	COPIER MAINTENANCE 3/1/12-5/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	365.92	USD
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	3,715.58	USD
2	Equipment Rental	Parking Services	Parking Fund	Parking Permit Office	34.15	USD
2	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	219.31	USD
1	Equipment Rental	POLICE	General Fund	Base Program	39.54	USD
2	Equipment Rental	Plan Community Development	General Fund	Base Program	255.49	USD
1	Equipment Rental	DPW - Administration	General Fund	Base Program	227.71	USD
4	Equipment Rental	VMO - Village Management	General Fund	Base Program	165.00	USD
5	Equipment Rental	POLICE	General Fund	Base Program	46.89	USD
1	Equipment Rental	Building Property Standards	General Fund	Property Standards	120.28	USD
3	Equipment Rental	HEALTH - Health Services	General Fund	Base Program	54.22	USD
1	Equipment Rental	POLICE	General Fund	Base Program	231.50	USD
3	Equipment Rental	Plan Community Development	General Fund	Base Program	165.00	USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076894	Jun/22/2012	RE	Paid	VOP01 0000012117 RICOH AMERICAS CORPORATION P.O. BOX 6434 CAROL STREAM IL 60197-6434	Not applicable		1,984.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099192	6745908417	Jun/02/2012	JUNE 2012 COPIER LEASE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
3	Equipment Rental	VMO - Village Management	General Fund	Base Program	330.75 USD
5	Equipment Rental	POLICE	General Fund	Base Program	330.74 USD
6	Equipment Rental	CD Grant Admin	General Fund	Base Program	82.69 USD
8	Equipment Rental	Development Services	General Fund	Base Program	82.69 USD
9	Equipment Rental	Housing Services	General Fund	Base Program	82.69 USD
7	Equipment Rental	Plan Community Development	General Fund	Base Program	82.69 USD
4	Equipment Rental	DPW - Administration	General Fund	Base Program	330.75 USD
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	330.75 USD
2	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	330.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076895	Jun/22/2012	RE	Paid	VOP01 0000010144 ROZANSKI, JOHN 721 S. ELMWOOD AVE. OAK PARK IL 60304	Not applicable		555.48 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099253	MAY 21-25, 2012	Jun/19/2012	REIMBURSEMENT FOR INTEGRATED MEDICAL,PUBLIC HEALTH TRAINING S	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	HEALTH - Health Grants	NACCHO Medical Rese	Base Program	555.48 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076896	Jun/22/2012	RE	Paid	VOP01 0000014601 ROZANSKI, SUSAN 721 S. ELMWOOD AVE. OAK PARK IL 60304	Not applicable		10.27 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099252	MAY 21-25, 2012	Jun/19/2012	REIMBURSEMENT FOR INTEGRATED MEDICAL,PUBLIC HEALTH TRAINING S	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	HEALTH - Health Grants	NACCHO Medical Rese	Base Program	10.27 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076897	Jun/22/2012	RE	Paid	VOP01 0000007266 SECURITAS SECURITY SERVICES USA 12672 COLLECTIONS CENTER DR CHICAGO IL 60693	Not applicable		38,542.29 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099266	W3534657, W353465	Jun/01/2012	MAY 2012 SECURITY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	Parking Services	Parking Fund	Base Program	1,375.62 USD
3	Grant Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	6,414.55 USD
4	Grant Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	19,809.65 USD
2	Grant Contractuals	Parking Services	Parking Fund	The Avenue Garage	10,942.47 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076898	Jun/22/2012	RE	Paid	VOP01 0000001632 SILVA,DON C/O POLICE 123 MADISON ST OAK PARK IL 60302	Not applicable		98.78 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099138	06/05/2012	Jun/05/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	98.78 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076899	Jun/22/2012	RE	Paid	VOP01 0000009363 STACK, JOHN 2906 LINCOLN EVANSTON IL 60201	Not applicable		1,125.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099203	06/08/12	Jun/08/2012	CONTRACTUAL SERVICES 6/8/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	562.50 USD
1	External Support	Adjudication	General Fund	Base Program	562.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076900	Jun/22/2012	RE	Paid	VOP01 000001385 TRAFFIC CONTROL & PROTECTION 31W351 NORTH AVE. WEST CHICAGO IL 60185	Not applicable		5,287.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099160	72972	May/30/2012	TELSPAR POST & ANCHOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Sign Replacement	DPW - Street Services	General Fund	Pavement Management	5,287.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076901	Jun/22/2012	RE	Paid	VOP01 000001463 UNIVERSITY OF ILLINOIS GENERAL A/R P.O. BOX 19448 SPRINGFIELD IL 62794-9448	Not applicable		1,100.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099233	UFINN110	Jun/04/2012	CLASS #201200699-FIRE & ARSON INVESTIGATION,KEENAN & SANCHEZ	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	500.00 USD
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	600.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076902	Jun/22/2012	RE	Paid	VOP01 0000014598 VALLO, SAMANTHA 9021 W. 23RD ST. NORTH RIVERSIDE IL 60546	Not applicable		75.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099182	06/15/12	Jun/15/2012	FREELANCE VOP-TV CAMERA OPERATOR FOR A DAY IN OUR VILLAGE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Communication	General Fund	Media Development	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076903	Jun/22/2012	RE	Paid	VOP01 0000002696 VARDAL, DINA C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		96.49 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099139	06/07/2012	Jun/07/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	96.49 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076904	Jun/22/2012	RE	Paid	VOP01 0000001661 VERIFICATIONS P.O. BOX 1150 MI 60 MINNEAPOLIS MN 55486-1150	Not applicable		465.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099208	664645	May/31/2012	APPLICANT VERIFICATIONS, STATEWIDE CRIMINAL FEES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Background Check	HR - Human Resources	General Fund	Employment	465.70 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076905	Jun/22/2012	RE	Paid	VOP01 0000001642 VISIT OAK PARK 1118 WESTGATE OAK PARK IL 60301	Not applicable		36,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095043	JULY 2012	Jul/01/2012	JULY 2012 DISBURSEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Mainten Support	Special Activities	General Fund	Base Program	36,000.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076906	Jun/22/2012	RE	Paid	VOP01 0000001618 WASHINGTON,CARRIE BELLE P.O. BOX 35 TINLEY PARK IL 60477	Not applicable		1,125.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099204	06/12/12	Jun/12/2012	CONTRACTUAL SERVICES 06/11/12 & 06/12/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	1,125.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076907	Jun/22/2012	RE	Paid	VOP01 0000001412 WEDNESDAY JOURNAL, INC 141 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		140.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099179	06/05/12	Jun/05/2012	ACCT#033104-00000. LEGAL NOTICE FOR CDC 1009-1011 MADISON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Legal Advertisements	CLERK - Boards and Commissions	General Fund	Community Design/Planning Comm	140.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 769
Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076908	Jun/22/2012	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	00099259	825055247	Jun/01/2012	WESTLAW 5/1/12-5/31/12	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

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076909	Jun/22/2012	RE	Paid	VOP01 0000001422 WIEDNER & MCAULIFFE, LTD 1 N FRANKLIN, SUITE 1900 CHICAGO IL 60606-3401	Not applicable		121.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099255	200058	Jun/12/2012	MAY 2012 LEGAL SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Legal Fees Workers Comp	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	121.50 USD



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PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/21/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076910	Jun/22/2012	RE	Paid	VOP01 0000014537 WILCOX, JEFF 3811 OPAL SW GRAND RAPIDS MI 49548	Not applicable		600.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099172	06/13/12	Jun/13/2012	FINAL PAYMENT OF ARTIST STIPEND-SCULPTURE WALK 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Public Art	DPW - Engineering	Capital Improvement Fund	Base Program	600.00 USD
				Total Requirements for Bank Account	FB_OP VOP 154508888927 503,252.34 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/21/2012

Total Requirements for Currency USD 503,252.34 USD

Pay Cycle: QUICK1
Pay Cycle Sequence: 844
Pay Cycle Run Date: Jun/18/2012

Bank Account: FB_OP VOP 15450888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076806	Jun/18/2012	RE	Paid	VOP01 0000014549 US BANK - CORPORATE REAL ESTATE ATTN: ACCOUNTING 2800 EAST LAKE ST. MINNEAPOLIS MN 55406	Not applicable		5,579.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099090	1ST QUARTER 2012	Jun/18/2012	LEASED LOT RENTAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Lot Rental Reimbursement	Parking Services	Parking Fund	Lots_Off Street Parking	5,579.00 USD
Total Requirements for Bank Account				FB_OP VOP 15450888927	5,579.00 USD



Report ID: APY2001

PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: QUICK1
Pay Cycle Sequence: 844
Pay Cycle Run Date: Jun/18/2012

Total Requirements for Currency USD 5,579.00 USD

Pay Cycle: QUICK1
Pay Cycle Sequence: 845
Pay Cycle Run Date: Jun/18/2012

Bank Account: FB_OP VOP 15450888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076807	Jun/18/2012	RE	Paid	VOP01 0000013731 MCCLELLAND, SUSAN C/O OAK PARK LIBRARY 834 LAKE ST OAK PARK IL 60302	Not applicable		201.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099091	JUNE 2012	Jun/11/2012	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	201.00 USD
Total Requirements for Bank Account					FB_OP VOP 15450888927 201.00 USD



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PeopleSoft Accounts Payable
DETAILED CHECK REGISTER

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Pay Cycle: QUICK1
Pay Cycle Sequence: 845
Pay Cycle Run Date: Jun/18/2012

Total Requirements for Currency USD 201.00 USD

Pay Cycle: QUICK1
Pay Cycle Sequence: 846
Pay Cycle Run Date: Jun/18/2012

Bank Account: FB_OP VOP 15450888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076808	Jun/18/2012	RE	Paid	VOP01 0000011956 APWA SUBURBAN BRANCH	Not applicable		35.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099092	JUNE 19, 2012	Jun/18/2012	SCHOLARSHIP BANQUET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Building Maintenance	General Fund	Base Program	35.00 USD
Total Requirements for Bank Account					FB_OP VOP 15450888927 35.00 USD
Total Requirements for Currency					USD 35.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076912	Jun/29/2012	RE	Paid	VOP01 0000004063 AA RENTAL CENTER 30 N. 9TH AVE MELROSE PARK IL 60160	Not applicable		255.40 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099229	01-147146-07	Jun/04/2012	TABLE & CHAIRS RENATL FOR A DAY IN OUR VILLAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	Housing Services	General Fund	Base Program	127.80 USD
1	Special Events	Board of Trustees	General Fund	Base Program	127.60 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076913	Jun/29/2012	RE	Paid	VOP01 0000001022 ANDERSON ELEVATOR CO 2801 S. 19TH AVE BROADVIEW IL 60155	Not applicable		1,058.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099278	123636	Jun/01/2012	JUNE 2012 ELEVATOR MAINTENANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	OPRF Garage	137.54 USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	158.70 USD
4	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	486.68 USD
2	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	275.08 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076914	Jun/29/2012	RE	Paid	VOP01 0000014602 AQUILAR, FRANCISCO 227 MONROE HINSDALE IL 60521	Not applicable		124.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099329	0240001170-02	Jun/19/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL @ 170 N. MARION, UNIT 1	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	124.96 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076915	Jun/29/2012	RE	Paid	VOP01 0000014609 BABARSKAS, CRAIG 211 S. KENILWORTH AVE, #2R OAK PARK IL 60302	Not applicable		67.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099326	600932	Jun/04/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	67.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076916	Jun/29/2012	RE	Paid	VOP01 0000014551 BALLINGER, BARBARA 224 N. KENILWORTH AVE. OAK PARK IL 60302	Not applicable		5.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099325	E32754	May/22/2012	REFUND VEHICLE STICKER OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Tax	Parking Services	General Fund	Vehicle Licenses	5.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076917	Jun/29/2012	RE	Paid	VOP01 0000014552 BARCLAY, RAGAN 737 E. IRVING PARK RD ROSELLE IL 60172	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099324	10687	May/30/2012	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: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076918	Jun/29/2012	RE	Paid	VOP01 0000013688 BARRY'S BERRIES 6045 LAKE DR COLOMA MI 49038	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099331	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	10.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076919	Jun/29/2012	RE	Paid	VOP01 0000014553 BELCHAVA, EMILY 176 N. HUMPHREY AVE, APT 3 OAK PARK IL 60302	Not applicable		102.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099323	597871, 1838	May/29/2012	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	82.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076920	Jun/29/2012	RE	Paid	VOP01 0000014594 BOSCO, MICHAEL 209 DES PLAINES AVE FOREST PARK IL 60130	Not applicable		24.77 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099327	0186001019-02	Jun/18/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@1019 LINCOLN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	24.77 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076921	Jun/29/2012	RE	Paid	VOP01 0000014554 BRANDLE, TIERRE 5244 W. KAMERLING CHICAGO IL 60651	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099322	1J067701	May/24/2012	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



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076922	Jun/29/2012	RE	Paid	VOP01 0000012845 BRUNKOW CHEESE 17975 COUNTY HWY F DARLINGTON WI 53530	Not applicable		119.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099332	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	119.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076923	Jun/29/2012	RE	Paid	VOP01 0000002938 BUREAU OF IDENTIFICATION 260 N. CHICAGO STREET, ATTN:DIRECTOR JOLIET IL 60431	Not applicable		94.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099330	05/01/12-5/31/12	May/31/2012	COST CENTER:6049,ORI:ILL13180S. FINGERPRINT BACKGROUND CHECKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Background Check	CLERK - Village Clerk	General Fund	Base Program	94.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076924	Jun/29/2012	RE	Paid	VOP01 0000014555 BUTLER, GENEVA 7 VAN BUREN, APT 3 OAK PARK IL 60304	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099321	1G053961	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	50.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076925	Jun/29/2012	RE	Paid	VOP01 0000014556 BUTLER, JAMES 915 THOMAS ST OAK PARK IL 60302	Not applicable		11.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099320	8174	May/21/2012	REFUND VEHICLE STICKER OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Tax	Parking Services	General Fund	Vehicle Licenses	11.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076926	Jun/29/2012	RE	Paid	VOP01 0000014557 CARBO, MAURICI 5515 W. PENSACOLA CHICAGO IL 60641	Not applicable		102.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099319	596598, 9148	May/29/2012	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	82.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076927	Jun/29/2012	RE	Paid	VOP01 0000013848 CASSIDY, KEVIN 623 N. CUYLER AVE. OAK PARK IL 60302	Not applicable		655.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099352	05/31/12-06/16/12	Jun/16/2012	CONTRACTUAL SERVICES 05/31/12-06/16/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	655.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076928	Jun/29/2012	RE	Paid	VOP01 0000014558 CERANEK, SHARON ACCOUNTING DEPARTMENT 951 ICE CREAM DR NORTH AURORA IL 60542	Not applicable		109.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099318	594991, 1319	Jun/04/2012	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	89.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076929	Jun/29/2012	RE	Paid	VOP01 0000014559 CHAPHRAN, ANGELA 1107 S. LOMBARD AVE. OAK PARK IL 60304	Not applicable		44.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099317	600562	May/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	44.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076930	Jun/29/2012	RE	Paid	VOP01 0000014560 CLARK, A. MICHELE 1100 LAKE ST OAK PARK IL 60301	Not applicable		75.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099316	597747	Jun/05/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076931	Jun/29/2012	RE	Paid	VOP01 0000011878 COMED (6111) P.O. BOX 6111 CAROL STREAM IL 60197-6111	Not applicable		66.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099275	1929053011, 5889130	May/30/2012	ELECTRIC SERVICE 4/27/12-5/30/12@732 MADISON & 1161 WESTGATE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	Parking Services	Parking Fund	Lots_Off Street Parking	66.86 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076932	Jun/29/2012	RE	Paid	VOP01 0000014561 CORWIN, RICHARD 1026 S. HARVEY AVE. OAK PARK IL 60304	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099315	883119	Jun/07/2012	REFUND VEHICLE STICKER OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Tax	Parking Services	General Fund	Vehicle Licenses	10.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076933	Jun/29/2012	RE	Paid	VOP01 0000014488 CURRY, CHERYL 800 N. EUCLID AVE. OAK PARK IL 60302	Not applicable		82.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099356	06/13/12	Jun/13/2012	CONTRACTUAL SERVICES 06/08/12,06/12/12,06/13/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Farmer's Market	Farmers Market Com	Base Program	82.50 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076934	Jun/29/2012	RE	Paid	VOP01 0000009908 DEBOCK, VERONICA 120 N. OAK PARK AVE. APT#324 OAK PARK IL 60301	Not applicable		102.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099314	595330, 1829	May/29/2012	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	82.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076935	Jun/29/2012	RE	Paid	VOP01 0000014562 DELGADO, ANTONIO 114 S. HARVEY #519 OAK PARK IL 60302	Not applicable		188.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099313	595281, 595280, 1513	Jun/01/2012	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	40.00 USD
2	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	148.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076936	Jun/29/2012	RE	Paid	VOP01 0000014610 DENNANNE FARMS 29 W 244 OKD LAKE ST ELGIN IL 60120	Not applicable		76.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099333	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	76.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076937	Jun/29/2012	RE	Paid	VOP01 0000014563 DEWITT, AARON & TRISHA 1015 WAKEFIELD DR. ELGIN IL 60120	Not applicable		129.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099312	601003, 599588	May/25/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	129.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076938	Jun/29/2012	RE	Paid	VOP01 0000014564 DOUGHERTY, LAWRENCE 4824 JOHNSON AVE. WESTERN SPRINGS IL 60558	Not applicable		40.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099311	1A084675, 1J069147	May/29/2012	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	40.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076939	Jun/29/2012	RE	Paid	VOP01 0000014565 DRESSEL, BETH 1033 ONTARIO, #2BS OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099310	11966	Jun/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: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076940	Jun/29/2012	RE	Paid	VOP01 0000002759 DUNCAN PARKING TECHNOLOGIES P.O. BOX 2081 MILWAUKEE WI 53201-2081	Not applicable		3,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099276	INV009042	May/31/2012	AUTOCITE TRAINING & INSTALLATION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	3,000.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076941	Jun/29/2012	RE	Paid	VOP01 0000013689 ELLIS FARMS 4461 EAST BRITAIN AVE. BENTON HARBOR MI 49022	Not applicable		7.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099334	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	3.50 USD
1	Grant Expenses	HEALTH - Health Grants	FM Double Coupon - 2011	Base Program	4.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076942	Jun/29/2012	RE	Paid	VOP01 000007491 EMBOSSSED SIGN SERVICE 9343 OAK PARK AVE MORTON GROVE IL 60053	Not applicable		305.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099277	13020	Jun/01/2012	LARGE & SMALL RATE SIGNS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Sign Replacement	Parking Services	Parking Fund	The Avenue Garage	152.50 USD
2	Sign Replacement	Parking Services	Parking Fund	Holley Ct Parking Garage	152.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076943	Jun/29/2012	RE	Paid	VOP01 0000014566 FLEMING, PAUL 14734 YOSEMITE AVE S. SAVAGE MN 55378	Not applicable		64.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099309	595614	Jun/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	64.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076944	Jun/29/2012	RE	Paid	VOP01 0000014567 FOX, RONALD P. 354 EGGLESTON ST. ELMHURST IL 60126	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099308	1P042680	May/29/2012	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
076945	Jun/29/2012	RE	Paid	VOP01 0000012849 GENESIS GROWERS 8373 E. 3000 S. ROAD ST. ANNE IL 60964	Not applicable		273.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099337	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	273.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076946	Jun/29/2012	RE	Paid	VOP01 0000011721 GENEVA LAKES PRODUCE 1223 CLAUSEN RD. BURLINGTON WI 53105	Not applicable		3.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099336	MAY 2012 - LINK UP!	Jun/20/2012	IL "DOUBLE COUPON" SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Expenses	HEALTH - Health Grants	FM Double Coupon - 2011	Base Program	3.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076947	Jun/29/2012	RE	Paid	VOP01 0000002374 GIAMMONA, JOE 1839 S. 4TH PLACE ST. CHARLES IL 60174	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099355	06/14/12	Jun/14/2012	CONTRACTUAL SERVICES 06/14/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	170.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076948	Jun/29/2012	RE	Paid	VOP01 0000012099 HALAJIAN, SHANA 3924 PROVIDENCE AVE, UNIT G CHARLOTTE NC 28211	Not applicable		70.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099307	601359	Jun/01/2012	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	70.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076949	Jun/29/2012	RE	Paid	VOP01 0000014568 HALL, TYLER 2623 W. ARMITAGE, UNIT 2R CHICAGO IL 60647	Not applicable		87.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099306	597838, 11995	Jun/04/2012	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	67.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076950	Jun/29/2012	RE	Paid	VOP01 0000012844 HARDIN FARMS 5228 HOCHBERGER RD EAU CLAIRE MI 49111	Not applicable		41.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099338	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	41.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076951	Jun/29/2012	RE	Paid	VOP01 0000001544 HARRIS BANK CORPORATE CLIENTS PAYME P.O. BOX 71878 CHICAGO IL 60694-1878	Not applicable		1,978.91 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099293	2012-06	Jun/15/2012	CORPORATE CREDIT CARD CHARGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Public Art	POLICE	General Fund	Crossing Guards	609.70 USD
1	Special Events	Adjudication	General Fund	Base Program	35.90 USD
9	Office Supplies	CD Grant Admin	General Fund	Base Program	12.10 USD
8	Conferences Training	FIRE - EMS	General Fund	Base Program	227.21 USD
7	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	477.21 USD
3	Computer Supplies	Information Technology	General Fund	Base Program	458.50 USD
5	Office Supplies	FIRE - Admin	General Fund	Base Program	34.51 USD
2	Conferences Training	DPW - Engineering	General Fund	Base Program	25.00 USD
6	Operational Supplies	FIRE - Operations	General Fund	Base Program	98.78 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076952	Jun/29/2012	RE	Paid	VOP01 0000012846 HEARTLAND MEATS INC. 3878 N. STATE HIGHWAY 251 MENDOTA IL 61342	Not applicable		22.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099339	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	22.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076953	Jun/29/2012	RE	Paid	VOP01 0000014611 HERBALLY YOURS 409 FOREST AVE. WILLOW SPRINGS IL 60480	Not applicable		84.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099340	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	84.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076954	Jun/29/2012	RE	Paid	VOP01 0000014614 HIBER, COREY 4738 N. VIRGINIA AVE, APT 2 CHICAGO IL 60625	Not applicable		243.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099350	6/10/12	Jun/10/2012	CONTRACTUAL SERVICES 5/30/12,6/2/12,6/9/12,6/10/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Farmer's Market	Farmers Market Com	Base Program	243.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076955	Jun/29/2012	RE	Paid	VOP01 0000014524 HILBER, COREY JAMES 4738 N. VIRGINIA AVE, APT 2 CHICAGO IL 60625	Not applicable		243.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099357	06/10/12	Jun/10/2012	CONTRACTUAL SERVICES 05/30/12,06/02/12,06/09/12,06/10/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	HEALTH - Farmer's Market	Farmers Market Com	Base Program	243.75 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076956	Jun/29/2012	RE	Paid	VOP01 000008999 ILLINOIS FIRE STORE 243 EAST MAIN ST. P.O. BOX 58 AMBOY IL 61310	Not applicable		50.94 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099241	26061	Jun/06/2012	DRAGER DUST & WATER FILTER PACK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	50.94 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076957	Jun/29/2012	RE	Paid	VOP01 000008440 INTERNATIONAL CODE COUNCIL-MEMBERSH 900 MONTCLAIR RD BIRMINGHAM AL 35213	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099151	2898802	Jun/04/2012	MEMBERSHIP RENEWAL FEE - TOULOU MIS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	Building Property Standards	General Fund	Building Inspection Services	50.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076958	Jun/29/2012	RE	Paid	VOP01 0000012842 IRON CREEK FARM 3620 KNOX AVE. ST. JOSEPH MI 49085	Not applicable		147.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099341	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	147.10 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076959	Jun/29/2012	RE	Paid	VOP01 0000014615 LAKESIDE PRIDE MUSIC ENSEMBLES, INC. 1333 W. DEVON AVE, SUITE 105 CHICAGO IL 60660	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099351	07/04/2012	Jul/04/2012	PERFORMANCE FEE FOR 2012 JULY FOURTH PARADE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Boards Commissions Support	Community Relations	General Fund	Base Program	500.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076960	Jun/29/2012	RE	Paid	VOP01 0000014569 LEWIS, RAYMOND J. 600 N. EUCLID AVE. OAK PARK IL 60302	Not applicable		10.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099305	1J069853	Jun/05/2012	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
076961	Jun/29/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		140.84 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099047	407734I	Jun/04/2012	OFFICE SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	LEGAL - Law	General Fund	Base Program	35.28 USD
1	Office Supplies	CLERK - Village Clerk	General Fund	Base Program	97.80 USD
1	Office Supplies	HR - Human Resources	General Fund	Base Program	7.76 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076962	Jun/29/2012	RE	Paid	VOP01 0000014570 MAKI, KAREN 282 HAMILTON AVE. ELGIN IL 60123-5353	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099304	1K053736	Jun/05/2012	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

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076963	Jun/29/2012	RE	Paid	VOP01 0000011263 MANEWITH, SARA 1708 W. BALMORAL CHICAGO IL 60640	Not applicable		500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099358	06/19/12	Jun/19/2012	TALK WITH YOUR KIDS SESSIONS 5/9/12 & 6/11/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	HEALTH - Health Grants	Teen Pregnancy Preventio	Base Program	500.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076964	Jun/29/2012	RE	Paid	VOP01 0000014571 MAZUR, JASON 636 SYCAMORE LN GREYSLAKE IL 60030	Not applicable		140.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099303	599452, 599088	Jun/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	140.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076965	Jun/29/2012	RE	Paid	VOP01 0000014572 MCDUGALL, ELIZABETH 830 HUBER LANE GLENVIEW IL 60025	Not applicable		146.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099302	599097, 598427	May/29/2012	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



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076966	Jun/29/2012	RE	Paid	VOP01 0000014573 MCMULLEN, RACHEL 7512 N. EASTLAKE TERR, APT G CHICAGO IL 60626	Not applicable		102.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099301	595660, 1182	May/29/2012	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	82.00 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
076967	Jun/29/2012	RE	Paid	VOP01 0000009958 MES - ILLINOIS DEPOSITORY ACCT 75 REMITTANCE DR. STE. #3135 CHICAGO IL 60675	Not applicable		78.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099239	00318989_SNV	Jun/04/2012	SHORTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	78.23 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076968	Jun/29/2012	RE	Paid	VOP01 0000004074 METRO MORTUARY TRANSPORT, INC. 7319 MADISON FOREST PARK IL 60130	Not applicable		710.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099236	MAY 2012	Jun/05/2012	STATEMENT #A-001. REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	FIRE - Admin	General Fund	Base Program	710.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076969	Jun/29/2012	RE	Paid	VOP01 0000013656 MIDCO 16W221 SHORT CT BURR RIDGE IL 60527-5831	Not applicable		590.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099198	258845	Jun/06/2012	MICRO PROX TAG	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	590.00 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076970	Jun/29/2012	RE	Paid	VOP01 0000014574 MITCHELL-BOLLING, JANICE 524 S. CUYLER AVE. OAK PARK IL 60304	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099300	1J069009	May/29/2012	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

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076971	Jun/29/2012	RE	Paid	VOP01 0000014379 MORAN, GAIL 906 N. TAYLOR AVE. OAK PARK IL 60302	Not applicable		33.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099273	2091, 593549.	Mar/26/2012	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	33.00 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
076972	Jun/29/2012	RE	Paid	VOP01 0000014575 NELSON, RUBY 2111 W. HAWKINS KANKAKEE IL 60901-4534	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099299	1G074559	Jun/05/2012	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
076973	Jun/29/2012	RE	Paid	VOP01 0000013445 NICHOLS FARM & ORCHARD 2602 HAWTHORN RD MARENGO IL 60152	Not applicable		425.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099342	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	425.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076974	Jun/29/2012	RE	Paid	VOP01 0000014612 NORDIC CREAMERY 52244 LANGAARD LANE WESTBY WI 54667	Not applicable		6.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099343	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	6.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076975	Jun/29/2012	RE	Paid	VOP01 0000014576 NORDMAN, NICHOLAS 406 WESLEY AVE, UNIT 2 OAK PARK IL 60302	Not applicable		77.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099298	601229, 11908	Jun/08/2012	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	57.00 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
076976	Jun/29/2012	RE	Paid	VOP01 0000014577 O'BRIEN, ANTHONY 24356 BLUFF RIDGE CT CHANNAHON IL 60410	Not applicable		72.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099297	601265	May/30/2012	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	72.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076977	Jun/29/2012	RE	Paid	VOP01 0000001269 OAK PARK AREA ARTS COUNCIL 123 MADISON ST OAK PARK IL 60302	Not applicable		6,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099292	06/21/12	Jun/21/2012	COMMUNITY MINI MURAL ARTIST SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Oak Park Area Arts Council	Special Activities	General Fund	Base Program	6,500.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076978	Jun/29/2012	RE	Paid	VOP01 0000014578 ORTIZ, GEORGE 3238 N. KILBOURN CHICAGO IL 60641	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099296	1G072963	Jun/05/2012	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

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076979	Jun/29/2012	RE	Paid	VOP01 0000002277 PASQUINELLI, GINO 5615 N. MANOR LANE NORWOOD PARK IL 60301	Not applicable		7,354.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099227	MSA 1104-G	Jun/07/2012	MULTI FAMILY PROGRAM@626 N. AUSTIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Housing Rehab Property Grants	Housing Services	General Fund	Multi-Family Incentive Program	7,354.96 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076980	Jun/29/2012	RE	Paid	VOP01 0000014579 PERALES, IRMA 651 SOUTH BLVD, UNIT 2 OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099295	P10145835	May/24/2012	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

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076981	Jun/29/2012	RE	Paid	VOP01 0000005001 POLFUS, EDWARD 521 BEACH AVE. LAGRANGE PARK IL 60526	Not applicable		432.44 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099349	06/19/12	Jun/19/2012	CONTRACTUAL SERVICES 6/19/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	261.74 USD
1	External Support	Adjudication	General Fund	Base Program	170.70 USD



Pay Cycle: OAKPK
Pay Cycle Sequence: 770
Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076982	Jun/29/2012	RE	Paid	VOP01 0000014613 RED HEN BREAD 250 N. WESTERN CHICAGO IL 60612	Not applicable		2.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099344	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	2.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076983	Jun/29/2012	RE	Paid	VOP01 0000004974 RICHARDSON, ANITA 5057 HARVARD TERRACE SKOKIE IL 60077	Not applicable		1,087.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099354	06/15/12	Jun/15/2012	CONTRACTUAL SERVICES 6/15/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	1,087.50 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076984	Jun/29/2012	RE	Paid	VOP01 0000013446 RIVER VALLEY RANCH 39900 60TH ST BURLINGTON WI 53105	Not applicable		14.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099345	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	14.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076985	Jun/29/2012	RE	Paid	VOP01 0000014580 RYOO, HYUN KYOUNG 3419 CHESWICK CT F5 WEST LAFAYETTE IN 47906	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099294	598091	Jun/08/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	50.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076986	Jun/29/2012	RE	Paid	VOP01 0000014581 SAUER, JENNIFER 312 HERRICK RD. RIVERSIDE IL 60546	Not applicable		133.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099291	596164, 596994	May/24/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	133.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076987	Jun/29/2012	RE	Paid	VOP01 0000014582 SKENDER CONSTRUCTION CO. LSE 200 W. MADISON CHICAGO IL 60606	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099290	P10147018	May/29/2012	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



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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076988	Jun/29/2012	RE	Paid	VOP01 000009363 STACK, JOHN 2906 LINCOLN EVANSTON IL 60201	Not applicable		825.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099348	06/19/12	Jun/19/2012	CONTRACTUAL SERVICES 6/19/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	825.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076989	Jun/29/2012	RE	Paid	VOP01 0000014583 STEINER, SANDRA 205 S. LOMBARD AVE. OAK PARK IL 60302	Not applicable		84.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099289	595300	May/24/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	84.00 USD



Pay Cycle: OAKPK
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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076990	Jun/29/2012	RE	Paid	VOP01 0000014584 STOLL, ALAN 312 CLINTON AVE. OAK PARK IL 60302	Not applicable		15.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099288	A000098773	May/23/2012	REFUND KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	15.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076991	Jun/29/2012	RE	Paid	VOP01 0000012853 STOVER, K V & SONS 7840 GARR RD. BERRIEN SPRINGS MI 49103	Not applicable		170.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099346	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	170.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076992	Jun/29/2012	RE	Paid	VOP01 0000014585 TIBBEN, ERIN 1429 WOODRIDGE DR. DANVILLE IL 61832	Not applicable		65.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099287	598665	Jun/05/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	65.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076993	Jun/29/2012	RE	Paid	VOP01 0000014586 UNDERWOOD, THOMAS & DRINAN, DONNA 601 WILLIAM ST. RIVER FOREST IL 60305	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099286	1L034879	May/29/2012	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



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076994	Jun/29/2012	RE	Paid	VOP01 0000014587 VERE, VIVIEN 360 BEAU DR #7 DES PLAINES IL 60016	Not applicable		66.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099285	598599	Jun/04/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	66.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076995	Jun/29/2012	RE	Paid	VOP01 0000014603 VON TUNGEH, TURIE 100 E. FEDERAL ST. SHAWNEE OK 79804	Not applicable		89.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099328	0523000906-10	Jun/19/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@1180 S. LOMBARD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	89.80 USD



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Pay Cycle Run Date: Jun/28/2012

Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076996	Jun/29/2012	RE	Paid	VOP01 0000014588 WARNER, STEFFANIE 839 HERITAGE DR. ADDISON IL 60101	Not applicable		77.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099284	595127	May/31/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	77.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076997	Jun/29/2012	RE	Paid	VOP01 0000014589 WASHINGTON, WANDA P.O. BOX 3774 OAK PARK IL 60303	Not applicable		64.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099283	605516	Jun/06/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	64.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
076998	Jun/29/2012	RE	Paid	VOP01 0000014590 WATTS, ERNEST & BARBARA 514 DOVER LAGRANGE IL 60526-5504	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099282	1A084664	May/30/2012	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
076999	Jun/29/2012	RE	Paid	VOP01 0000014591 WEEKS, JUSTIN 21 W 549 NORTH AVE #235 LOMBARD IL 60148	Not applicable		69.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099281	601459, 572180	Jun/05/2012	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	65.00 USD
2	Onstreet Parking Permits	Parking Services	Parking Fund	Parking Permit Office	4.00 USD



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Bank Account: FB_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
077000	Jun/29/2012	RE	Paid	VOP01 0000014592 WELLMAN, BROOKE 24356 BLUFF RIDGE CHANNAHON IL 60410	Not applicable		72.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099280	598732	May/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	72.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
077001	Jun/29/2012	RE	Paid	VOP01 0000012847 WETTSTEIN ORGANIC FARM 2100 US HIGHWAY 150 CARLOCK IL 61725	Not applicable		579.62 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099347	MAY 2012	Jun/20/2012	REIMBURSEMENT FOR CREDIT CARD SALES@OP FARMERS MARKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Miscellaneous Payables	Balance Sheet	Farmers Market Com	Balance Sheet	579.62 USD



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PeopleSoft Accounts Payable
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
077002	Jun/29/2012	RE	Paid	VOP01 0000014593 WYNNE, COLLEEN 4009 W. 93RD PL #4B OAK LAWN IL 60453	Not applicable		72.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00099279	598868	May/30/2012	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	72.00 USD
			Total Requirements for Bank Account	FB_OP VOP 154508888927	32,115.53 USD
			Total Requirements for Currency	USD	32,115.53 USD