

**City of Oak Forest
City Council Meeting
Tuesday, June 13, 2023
Council Chambers – 7:30 P.M.**

AGENDA

ALDERMEN

MAYOR:	Henry L. Kuspa	1 – Kenneth Keeler
CLERK:	Nicole Tormey	2 – Joe McCarthy
TREASURER:	Ericka Vetter	3 – Charles Wolf
CITY ADMINISTRATOR:	Timothy J. Kristin	4 – Paul Selman
FINANCE DIRECTOR:	Colleen M. Julian	5 – Jim Emmett
FIRE CHIEF:	Gary Kasper	6 – James Hortsman
POLICE CHIEF:	Jason Reid	7 – Denise Danihel
BUILDING COMMISSIONER:	Mike Forbes	
PUBLIC WORKS DIRECTOR:	Michael Salamowicz	
COMMUNITY PLANNER:	Paul Ruane	
ECONOMIC DEV DIRECTOR:		
E.M.A. DIRECTOR:	Joe Pilch	
CITY ATTORNEY:	Klein, Thorpe and Jenkins, LTD.	

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **SWEARING IN OF PROBATIONARY POLICE OFFICER FRANCIS PACHECO**
4. **ANNOUNCEMENTS**
5. **MOTION TO ESTABLISH CONSENT AGENDA**
6. **CONSENT AGENDA:**
 - A. Consideration of the following Lists of Bills dated:
 1. Regular Bills - FY 2022-2023
 2. Supplemental Bills - FY 2022-2023
 3. Regular Bills - FY 2023-2024
 4. Supplemental Bills - FY 2023-2024

B. Consideration of the following minutes:

- | | | |
|-------------------------------------|---|------------------|
| 1. Civil Service Commission | - | May 17, 2023 |
| 2. Civil Service Commission | - | May 19, 2023 |
| 3. Senior Commission | - | February 9, 2023 |
| 4. Senior Commission | - | March 8, 2023 |
| 5. Senior Commission | - | April 12, 2023 |
| 6. Senior Commission | - | May 10, 2023 |
| 7. Emergency Telephone System Board | - | May 2, 2023 |
| 8. Planning and Zoning Commission | - | May 17, 2023 |
| 9. Economic Advisory Council | - | May 3, 2023 |

C. Consideration of the following reports:

- | | | |
|---|---|--------------|
| 1. Baxter and Woodman project status report | - | May 31, 2023 |
|---|---|--------------|

7. **ADMINISTRATION**

A. Approval of Ordinance #2023-06-0978O approving the Second Amendment to the Regional Water System, water sale and purchase and service agreement between the Village of Oak Lawn, Illinois and the City of Oak Forest. See attached memo with supporting details from City Administrator Timothy Kristin.

B. Approval of Ordinance #2023-06-0979O approving regulations for raffles in the City of Oak Forest. See attached memo with supporting details from City Administrator Timothy Kristin.

8. **POLICE DEPARTMENT**

A. Approval of a contract with DACRA Tech, LLC for Local Ordinance ticket administration software. See attached memo with supporting details from Police Chief Jason Reid.

9. **CITIZEN PARTICIPATION:** The Oak Forest City Council invites public comment at its meetings, but it generally does not have the ability to provide an immediate response to some questions raised during the Citizens Participation portion of a council meeting without some reasonable opportunity to review them. Therefore, the City Council encourages questions to also be submitted in writing in the event that they need to be referred to City staff to help assure a more thoughtful and informed response.

10. **OLD BUSINESS**

11. **NEW BUSINESS**

12. **EXECUTIVE SESSION**

13. **ADJOURNMENT**



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: JUNE 13, 2023
TO: MAYOR HENRY L. KUSPA AND THE OAK FOREST CITY COUNCIL
FROM: JASON J. REID, CHIEF OF POLICE
SUBJECT: SWEARING IN OF PROBATIONARY POLICE OFFICER FRANCIS PACHECO

BACKGROUND

Francis Pacheco has been appointed to the position of probationary police officer at the City of Oak Forest.

ACTION REQUESTED

Administer the oath of office to Francis Pacheco.

RECOMMENDATION

Administer the oath of office to Francis Pacheco.

15440 CENTRAL AVENUE
OAK FOREST IL 60452-2104



708-687-4050
www.oak-forest.org

ALL GOOD THINGS CLOSE TO HOME

Oath of Office – Police Officer

I, Francis Pacheco, do solemnly affirm, that I will support the Constitution of the United States, the laws and Constitution of the State of Illinois, and the codes and ordinances of the City of Oak Forest. And, that I will faithfully discharge, the duties of a police officer for the City of Oak Forest, to the best of my ability.

Nicole Tormey, City Clerk

Police Officer

Date

Date

NOTICE AGENDA ITEM

List of Bills June 13, 2023 FY2022-2023 & FY2023-2024
Report dates: 6/13/2023-6/13/2023

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
Advantet	1032180670	04/30/23	188.87	01-03-5517	WORKER'S COMP INSURANCE		0423
Advocate Medical Group	P1338827711	04/30/23	217.36	01-02-5517	WORKER'S COMP INSURANCE		0423
AIRGAS USA LLC	9138580058	05/31/23	1,190.24	02-17-5332	COMPRESSED GAS & CHEMICALS		0623
AIRGAS USA LLC	9702902007	05/12/23	560.08	01-02-5317	EMS SUPPLIES		0623
AIRGAS USA LLC	9997109875	05/31/23	382.41	01-02-5317	EMS SUPPLIES		0623
AIRGAS USA LLC	9997109876	05/31/23	300.15	01-02-5317	EMS SUPPLIES		0623
AIRGAS USA LLC	9997229071	05/31/23	660.50	02-17-5332	COMPRESSED GAS & CHEMICALS		0623
Align Networks Inc	41687248	05/30/23	404.80	01-03-5517	WORKER'S COMP INSURANCE		0623
AMALGAMATED BANK OF CHICAGO*	5036 GORB 2012 0623	06/13/23	32,700.00	28-00-5701	BOND INTEREST EXPENSE		0623
AMALGAMATED BANK OF CHICAGO*	5909 GORB 2015A 0623	06/13/23	100,637.50	02-17-5701	BOND INTEREST EXPENSE		0623
AMALGAMATED BANK OF CHICAGO*	5910 GORB 2015B 0623	06/13/23	42,075.00	02-17-5701	BOND INTEREST EXPENSE		0623
AMALGAMATED BANK OF CHICAGO*	6274 GORB 2016A 0623	06/13/23	91,675.00	26-00-5701	BOND INTEREST EXPENSE		0623
AMALGAMATED BANK OF CHICAGO*	6275 GORB 2016B 0623	06/13/23	11,625.00	02-17-5701	BOND INTEREST EXPENSE		0623
AMAZON CAPITAL SERVICES INC*	11PW-NRHQ-6YPM	05/17/23	86.76	01-04-5401	EQUIPMENT MAINTENANCE		0623
AMAZON CAPITAL SERVICES INC*	16Y3-WG37-FCKK	05/31/23	10.94	01-01-5301	OFFICE SUPPLIES		0623
AMAZON CAPITAL SERVICES INC*	17JF-KJDK-4GQ1	06/02/23	275.84	01-08-5336	FLAGS & DECORATIONS		0623
AMAZON CAPITAL SERVICES INC*	1976-4FM3-1LLX	06/01/23	7.66	01-01-5301	OFFICE SUPPLIES		0623
AMAZON CAPITAL SERVICES INC*	1H7N-3VF3-7JJD	05/25/23	74.68	26-00-5663	159TH & CICERO GATEWAY		0623
AMAZON CAPITAL SERVICES INC*	1K6F-3QQK-1C3V	06/01/23	141.00	01-08-5336	FLAGS & DECORATIONS		0623
AMAZON CAPITAL SERVICES INC*	1K6F-3QQK-FCL6	06/04/23	181.13	01-01-5301	OFFICE SUPPLIES		0623
AMAZON CAPITAL SERVICES INC*	1MMT-QHTV-69WV	06/01/23	185.89	01-08-5336	FLAGS & DECORATIONS		0623
AMAZON CAPITAL SERVICES INC*	1MVC-3PKW-1NNG	05/24/23	70.70	01-04-5313	UNIFORMS		0623
AMAZON CAPITAL SERVICES INC*	1YKR-CHCH-P6J1	05/20/23	255.79	01-02-5409	PROPERTY DAMAGE		0623
AMERICAN BODY COMPANY	SAF17106	05/31/23	155.00	01-04-5402	VEHICLE MAINTENANCE		0623
AMERICAN MESSAGING	U1109710XF	06/01/23	167.64	01-04-5305	TELEPHONE		0623
AMERICAN MESSAGING	U1109710XF	06/01/23	34.50	02-17-5305	TELEPHONE		0623
AMERICAN MESSAGING	U1109710XF	06/01/23	27.60	02-18-5305	TELEPHONE		0623
AMERICAN MESSAGING	U1109710XF	06/01/23	6.90	01-01-5305	TELEPHONE		0623
AMERICAN MESSAGING	U1109710XF	06/01/23	6.90	01-11-5305	TELEPHONE		0623
APCO INTERNATIONAL	960441	05/18/23	510.00	89-00-5312	TRAINING & TRAVEL		0623
APCO INTERNATIONAL	961036	05/24/23	510.00	89-00-5312	TRAINING & TRAVEL		0623
BAXTER & WOODMAN INC*	0242420	01/23/23	12,521.25	26-00-5503	PROFESSIONAL SERVICES		0423
BAXTER & WOODMAN INC*	0246625	05/24/23	1,762.50	01-12-5503	PROFESSIONAL SERVICES		0623
BEACON SSI INC*	0000105491	06/02/23	125.00	01-04-5401	EQUIPMENT MAINTENANCE		0623
BEATTY, AARON	05-18-23 Exp Reimb	05/18/23	538.61	01-01-5312	TRAINING & TRAVEL		0623
BI RENTAL INC	125979-1	05/19/23	540.00	02-18-5514	EQUIPMENT RENTAL		0623
BlueCross BlueShield of Illinois*	June 2023	05/15/23	5,189.49	01-02-5519	EMPLOYEE INSURANCE BENEFITS		0623
BlueCross BlueShield of Illinois*	June 2023	05/15/23	1,885.36	01-00-2107	INS DEDUCTION PAYABLE		0623
					Alpha bill id: IC1-GGILL-237353 Claim# 230307W014		
					Alpha bill id: IC1-GGILL-237307 Claim# 230104W033 R.L.		
					Payer: 2059598 Acetylene, Oxygen		
					Payer: 3439471 Nitrous Oxide Credit		
					Payer: 3439471 FD1 Oxygen, Diss Valve		
					Payer: 3439471 FD1 Oxygen, Diss Valve		
					Payer: 2059598 Acetylene, Oxygen		
					Alpha bill id: IC1-GGILL-238057 Claim# 230307W014 M.G.		
					TRUST# 1855036004 GOB 2012 INTEREST		
					TRUST# 1855909008 BOND SERIES 2015A Interest		
					TRUST# 1855910005 REF BOND SERIES 2015B Interest		
					TRUST# 1856274003 REF BOND SERIES 2016A Interest		
					TRUST# 1856275002 REF BOND SERIES 2016B Interest		
					Mower Stabilizer		
					1.5" Binder		
					Straps for Banners/Flags		
					3 Ring Binder		
					Metra Lot Lighting		
					Stainless Steel Bands for Banners		
					Paper Clips, File Folders, Receipt Rolls, Plastic Plates,		
					Granola Bars, File Pockets		
					Stainless Steel Bands for Banners		
					Long Sleeve Shirts		
					TV Wall Mount, 32" Vizio TV		
					Safety Inspection for Trucks		
					ACT# U1-109710		
					ACT# U1-109710		
					ACT# U1-109710		
					ACT# U1-109710		
					ACT# U1-109710		
					Customer# 0004695071 EMD 5.4, Virtual Classroom 68194		
					Early NonMbr Kevin Bradley		
					Customer# 0006606271 EMD 5.4, Virtual Classroom 68194		
					Early NonMbr Alma Madrid		
					#181346.32 159th at Cicero FEMA Letter of Map Revision		
					Submittal		
					#211695.81 LPC Oak Forest Site Plan Review		
					30 Day Walkthrough Inspection		
					Texas Training Class Expense Reimbursement		
					GVW Tilt Trailer		
					ACT# 256231 HMO/PP0 INSURANCE		
					ACT# 256231 HMO/PP0 INSURANCE		

City of Oak Forest

List of Bills June 13, 2023 FY2022-2023 & FY2023-2024
Report dates: 6/13/2023-6/13/2023

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
BlueCross BlueShield of Illinois*	June 2023	05/15/23	6,649.93	01-03-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 256231 HMO/PPO INSURANCE		0623
BlueCross BlueShield of Illinois*	June 2023	05/15/23	225,878.78	01-00-2107 INS DEDUCTION PAYABLE	ACT# 256231 HMO/PPO INSURANCE		0623
BREWSMART BEVERAGE	BRSC0135965	05/23/23	107.75	01-11-5301 OFFICE SUPPLIES	#4704 Coffee Cartridges		0623
BREWSMART BEVERAGE	BRSC0135970	05/23/23	217.05	01-02-5399 MISC EXPENSE	#4593 Coffee Cartridges, Cream		0623
Buckeye Power Sales Co Inc	PSV327346	05/19/23	6,325.35	02-17-5421 MAINTENANCE OF WATER MAINS	Emergency Repair of Main Pump Station Generator	3235	0623
C.O.P.S. AND F.I.R.E. PERSONNEL TESTING	108143	05/22/23	450.00	01-01-5503 PROFESSIONAL SERVICES	Law Enforcement Pre-employment Psychological - F.P.		0623
CANON FINANCIAL SERVICES INC	30605954	05/31/23	1,159.62	01-01-5504 CONTRACTUAL SERVICES	CONTRACT# 001-0694009-002 COPIER IRC5550III		0623
					2JG03773; Contract# 694009-1 ImageRunner DX C3730I,		0623
					Contract# 694009-2 ImageRunner DX C257IF		
CANON FINANCIAL SERVICES INC	30605954	05/31/23	320.87	01-03-5514 EQUIPMENT RENTAL	CONTRACT# 001-0694009-002 COPIER IRC5550III		0623
					2JG03773; Contract# 694009-1 ImageRunner DX C3730I,		
					Contract# 694009-2 ImageRunner DX C257IF		
CANON FINANCIAL SERVICES INC	30605954	05/31/23	223.82	02-17-5504 CONTRACTUAL SERVICES	CONTRACT# 001-0694009-002 COPIER IRC5550III		0623
					2JG03773; Contract# 694009-1 ImageRunner DX C3730I,		
					Contract# 694009-2 ImageRunner DX C257IF		
CANON FINANCIAL SERVICES INC	30605955	05/31/23	209.08	01-03-5514 EQUIPMENT RENTAL	Contract# 694009-2 ImageRunner DX C257IF		0623
CANON FINANCIAL SERVICES INC	30605955	05/31/23	209.08	01-03-5514 EQUIPMENT RENTAL	Contract# 694009-3 E-Studio Color Copiers Series		0623
CANON FINANCIAL SERVICES INC	30605955	05/31/23	209.08	01-11-5504 CONTRACTUAL SERVICES	Contract# 694009-3 E-Studio Color Copiers Series		0623
CANON FINANCIAL SERVICES INC	30605955	05/31/23	209.09	01-02-5604 MISC EQUIPMENT	Contract# 694009-3 E-Studio Color Copiers Series		0623
CARGILL INC	2908312884	06/02/23	13,843.50	08-00-5413 SNOW & ICE CONTROL	Road Salt Purchase	3190	0623
CATHERINE'S GARDENS	005241	06/01/23	100.00	01-02-5399 MISC EXPENSE	Memorial Day Flora Wreath		0623
CDW GOVERNMENT INC*	JT67472	05/24/23	850.43	01-01-5301 OFFICE SUPPLIES	HP LaserJet Enterprise M607N Check Printer for Finance Dept		0623
Charapata, Frank J.	05-19-23 Proctor	05/23/23	300.00	01-01-5202 CIVIL SERVICE			0623
CHICAGO SOUTHLAND CONVENTION & VISITORS	April 2023 BW	04/30/23	840.93	01-01-5512 OTHER SERVICES	Heavy Equipment Operators Promotional Exam Proctor		0423
CHICAGO SOUTHLAND CONVENTION & VISITORS	May 2023 BW	05/25/23	869.68	01-01-5512 OTHER SERVICES	HOTEL TAX REMIT APRIL BEST WESTERN ONLY		0623
CHICAGO SOUTHLAND CONVENTION & VISITORS	May 2023 TM	05/17/23	281.35	01-01-5512 OTHER SERVICES	HOTEL TAX REMIT MAY BEST WESTERN ONLY		0623
Cintas	4155774540	05/17/23	226.24	01-08-5406 BUILDING MAINTENANCE	HOTEL TAX REMIT MAY TERRACE MOTEL ONLY		0623
CINTAS	5158989665	05/17/23	618.53	01-08-5406 BUILDING MAINTENANCE	Payee# 18445520 2 4x6 Scraper, 11 3x10 Gray, 4 3x5 Gray, 1 4x6 Gray, 1 4x8 Logo, 1 5x6 Logo mats		0623
Cintas Corporation #21	1904011035	05/31/23	200.00	02-17-5327 SAFETY-OSHA REQUIREMENTS	Payee # 10691594 Clerk's Office, Police Breakroom, Building Dept Breakroom, Refill, Organize Cabinets		0623
Cintas Corporation #21	4156170448	05/22/23	172.43	01-04-5406 BUILDING MAINTENANCE	Payee# 14485849 Gloves		0623
Cintas Corporation #21	4156170448	05/22/23	42.82	01-04-5313 UNIFORMS	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
Cintas Corporation #21	4156927470	05/30/23	172.43	01-04-5406 BUILDING MAINTENANCE	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
Cintas Corporation #21	4156927470	05/30/23	42.82	01-04-5313 UNIFORMS	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
Cintas Corporation #21	4157581846	06/05/23	172.43	01-04-5406 BUILDING MAINTENANCE	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
Cintas Corporation #21	4157581846	06/05/23	42.82	01-04-5313 UNIFORMS	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
CITY OF OAK FOREST	#28 PED4 05-06-23 - 05-19-23	05/30/23	2,721.90	01-03-5517 WORKER'S COMP INSURANCE	Payee# 14485849 TOWELS, COVERS, MATS, UNIFORMS		0623
CITY OF OAK FOREST	1-05391057-00	05/22/23	200.64	02-17-4818 MISCELLANEOUS INCOME	Self-Insurance Retention: Claim# 230307W014 M/G.		0623
					Payment for Water Usage from Northern Pipeline Hydrant		

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
CITY OF OAK FOREST	1-05491058-00	05/22/23	10.56	02-17-4818 MISCELLANEOUS INCOME	Meter Payment for Water Usage from McGill Construction Hydrant		0623
COLONY PRODUCTIONS INC	062223 Sr Luncheon	06/22/23	225.00	01-01-5207 SR. CITIZENS COMMISSION	Meter SENIOR LUNCH ENTERTAINMENT FOR 06-22-2023		0623
COMCAST	173254129	03/15/23	460.73	01-01-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	518.86	01-02-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	1,481.23	01-03-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	176.54	01-04-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	83.97	01-05-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	83.97	01-10-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	174.39	01-11-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	62.44	01-12-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	137.79	02-17-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
COMCAST	173254129	03/15/23	73.20	02-18-5404 COMPUTER MAINTENANCE	Ac# 932775069		0623
Comcast	June23 PD1	05/18/23	10.54	01-03-5399 MISC EXPENSE	Ac# 8771 40 096 0005991		0623
COMED	0130400001 051923	05/19/23	19.36	01-04-5307 ELECTRICITY	Ac# 0130400001		0623
COMED	0361152043 051823	05/18/23	207.54	01-04-5307 ELECTRICITY	Ac# 0361152043		0623
COMED	0883840015 051823	05/18/23	23.74	01-04-5307 ELECTRICITY	Ac# 0883840015		0623
ComEd	1459158056 052323	05/23/23	947.97	01-04-5307 ELECTRICITY	Ac# 1459158056		0623
COMED	1845139023 051923	05/19/23	52.02	01-04-5307 ELECTRICITY	Ac# 1845139023		0623
COMED	2795168028 051723	05/17/23	4,456.74	01-04-5307 ELECTRICITY	ACT# 2795168028		0623
COMED	4259148068 051723	05/17/23	303.46	01-04-5307 ELECTRICITY	Ac# 4259148068		0623
COMED	5606020003 051823	05/18/23	172.93	02-17-5307 ELECTRICITY	Ac# 5606020003 EFL-vault		0623
CONCENTRIC INTEGRATION	0245271	04/24/23	1,467.49	02-17-5503 PROFESSIONAL SERVICES	#210426.00 SCADA Support Services		0423
CONCENTRIC INTEGRATION	0248622	05/24/23	555.00	02-17-5503 PROFESSIONAL SERVICES	#210426.00 SCADA Support Services		0623
CORE & MAIN*	S296487	01/31/23	30,002.00	02-17-5504 CONTRACTUAL SERVICES	Annual Maintenance - Sensus Water Meter System	1936	0423
CORTEZ, DAISY	22-06-0604	06/06/23	150.00	01-00-4824 COMMUNITY DEV. REIMBURSEMENT	RETAINER REFUND FOR 5193 GREENTREE POOL PERMIT	3447	0623
CRUZ, REBECCA	23-05-0402	06/06/23	150.00	01-00-4824 COMMUNITY DEV. REIMBURSEMENT	RETAINER REFUND FOR 4920 CYPRESS CT POOL PERMIT		0623
DANIELS PRINTING & OFFICE SUPPLY	5923	05/15/23	27.00	01-01-5399 MISC EXPENSE	Red Plates Engraving		0623
Defense Technology LLC	111051 rev. 1	04/28/23	995.00	01-03-5312 TRAINING & TRAVEL	4-Day Less Lethal ICP Instructor		0423
DELTA DENTAL OF ILLINOIS*	1683633	06/01/23	75.16	01-00-2123 INSURANCE-DENTAL	Dental Group #: 11560-000-10000-00000, 11560-000-20000-00001, 11560-000-19999-00000		0623
DELTA DENTAL OF ILLINOIS*	1683633	06/01/23	946.48	01-00-2130 DUE TO RETIREE BENEFITS	Dental Group #: 11560-000-10000-00000, 11560-000-20000-00001, 11560-000-19999-00000		0623
DELTA DENTAL OF ILLINOIS*	1683633	06/01/23	5,920.33	01-00-2123 INSURANCE-DENTAL	Dental Group #: 11560-000-10000-00000, 11560-000-20000-00001, 11560-000-19999-00000		0623
DjSanto, Bridget	05-26-23 Exp Reimb	05/26/23	555.99	01-01-5312 TRAINING & TRAVEL	ICRMT Conference Expense Reimbursement		0623
Emergent Safety Supply*	1902778462	05/18/23	245.00	01-04-5327 SAFETY-OSHA REQUIREMENTS	Rain Suits, Climbers Kits		0623
ETP LABS INC*	23-136621	04/30/23	440.00	02-17-5503 PROFESSIONAL SERVICES	40 TOTAL COLIFORM TESTS		0423
FACTORY MOTOR PARTS CO	52-537744	05/10/23	239.67	01-05-5402 VEHICLE MAINTENANCE	#58 Brake Rotors, Brake Lining Kit		0623
FEDEX	8-126-79314	05/10/23	26.61	01-01-5304 POSTAGE & FREIGHT	ACT# 1101-7723-2		0623

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
JOHNSON CONTROLS INC	1-128773933124	04/28/23	1,129.00	01-02-5406 BUILDING MAINTENANCE	Chiller is not working correctly		0423
KIMBALL MIDWEST*	101080288	05/22/23	721.57	01-04-5319 SMALL TOOLS	Threadlock, Weights, Drill Bit		0623
LANDS' END BUSINESS OUTFITTERS*	SIN11207950	05/05/23	522.58	01-01-5313 UNIFORMS	Cus# 4068636 Jackets, Shirts, TShirts, Polos, Logos		0623
LEADSONLINE*	405067	05/15/23	2,979.00	01-03-5512 OTHER SERVICES	LeadsOnline FastFind Investigation System Service Package - Renewal	3434	0623
LEGAL AND LIABILITY RISK MGMT INSTITUTE	234321	05/15/23	150.00	01-03-5312 TRAINING & TRAVEL	Online-Documenting the Fatal Shooting Scene - S.D.		0623
Linde Gas & Equipment Inc	36077480	05/23/23	41.14	02-17-5332 COMPRESSED GAS & CHEMICALS	Cus# 71421886 CYLINDER RENT IND HIGH PRESSURE		0623
M. COOPER WINSUPPLY	142117 01	05/04/23	441.33	01-08-5406 BUILDING MAINTENANCE	Urinal Repair Kit		0623
MARASSO, LAUREN	21-06-0752	06/06/23	90.00	01-00-4824 COMMUNITY DEV. REIMBURSEMENT	RETAINER REFUND FOR 5835 COLINA POOL PERMIT		0623
McCain Jr, Dabney	05-19-23 Proctor	05/23/23	300.00	01-01-5202 CIVIL SERVICE	Heavy Equipment Operators Promotional Exam Proctor		0623
McCANN INDUSTRIES INC*	P26609	05/18/23	589.28	01-08-5406 BUILDING MAINTENANCE	Sealer for Memorial		0623
McCANN INDUSTRIES INC*	P26701	05/22/23	572.34	01-04-5416 CONCRETE REPAIRS	Rebar Bundle, Mats, Pipe		0623
McCANN INDUSTRIES INC*	P26751	05/23/23	46.80	01-04-5416 CONCRETE REPAIRS	Fiber Exp Joints		0623
McGill Construction	1-05491058-00	05/22/23	789.44	02-17-4818 MISCELLANEOUS INCOME	Refund for Hydrant Meter less water usage and registration fee		0623
MEADE INC*	703642	02/10/23	5,697.00	01-04-5411 STREET LIGHT REPAIRS	Labor, Material, Equipment to Reset Knocked Down Streetlight Pole, Fixture, T-Base, Wire & Hardware - 5730 159th St		0423
MEADE INC*	703643	02/10/23	4,742.00	01-04-5411 STREET LIGHT REPAIRS	Reset Knicked Down Streetlight Pole, Fixture, T-Base, Wire & Hardware - 165th & Kilbourn		0423
MEADE INC*	704004	03/14/23	10,446.00	01-04-5409 PROPERTY DAMAGE	Labor, Material Install New Streetlight Poles, Arms, Fixtures, T-base, Wires & Hardware - 160th & Cicero		0423
MEADE INC*	704597	05/31/23	438.70	08-00-5414 TRAFFIC SIGNAL MAINTENANCE	OAK PARK AVE & FORESTVIEW DR, 147th & Oak park Ave/Justamere Rd		0623
MEADE INC*	704839	05/30/23	24,273.00	01-04-5409 PROPERTY DAMAGE	Furnished Labor, Material, Equipment to Replace Mast Arm, Foundation, Assembly, Traffic Signal		0623
MENARDS - TINLEY PARK	38217	05/01/23	159.00	01-03-5399 MISC EXPENSE	Compact Refrigerator		0623
MENARDS - TINLEY PARK	38641	05/09/23	37.40	01-04-5324 KENNEL SUPPLIES	Retriever Rolls, Anitbac Cleaner, Cascade		0623
MENARDS - TINLEY PARK	38648	05/09/23	26.99	01-04-5319 SMALL TOOLS	Pneum Univ Utility		0623
MENARDS - TINLEY PARK	38652	05/09/23	50.79	01-08-5329 JANITOR SUPPLIES	Bounty, Lysol Cleaner		0623
MENARDS - TINLEY PARK	38707	05/10/23	49.99	01-04-5319 SMALL TOOLS	Step Ladder		0623
MENARDS - TINLEY PARK	38716	05/10/23	5.19	01-04-5401 EQUIPMENT MAINTENANCE	Rivets		0623
MENARDS - TINLEY PARK	38957	05/15/23	71.46	01-04-5319 SMALL TOOLS	Screwdriver, Adler 3-Hole Chr		0623
MENARDS - TINLEY PARK	39184	05/19/23	2.49	01-04-5319 SMALL TOOLS	Quartermaster Repl Handle		0623
MENARDS - TINLEY PARK	39321	05/22/23	35.76	02-17-5329 JANITOR SUPPLIES	Mr Clean		0623
MENARDS - TINLEY PARK	39323	05/22/23	57.32	01-04-5324 KENNEL SUPPLIES	Friskies, Cat Pan, Cat Litter, BodyArmor Straw, Rolls		0623
MENARDS - TINLEY PARK	39376	05/23/23	48.46	01-04-5319 SMALL TOOLS	Disc Set, Adjustable Stow Away, Crimp		0623
MENARDS - TINLEY PARK	39416	05/23/23	75.96	01-05-5399 MISC EXPENSE	Batteries		0623
MENARDS - TINLEY PARK	39547	05/26/23	94.27	01-01-5301 OFFICE SUPPLIES	Material for Metra Camera Project		0623
MENARDS - TINLEY PARK	39784	05/31/23	165.27	01-02-5406 BUILDING MAINTENANCE	Fuel Premix, Grill Brush, Towels		0623
MESIROW INSURANCE SERVICES INC	2083594	06/06/23	1,000.00	02-17-5503 PROFESSIONAL SERVICES	OakFors-01 8553190 Benefits Consulting Fee Quarterly Installment		0623
MESIROW INSURANCE SERVICES INC	2083594	06/06/23	9,000.00	01-01-5503 PROFESSIONAL SERVICES	OakFors-01 8553190 Benefits Consulting Fee Quarterly		0623

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
MITEL LEASING	904365242	05/29/23	215.78	01-01-5305 TELEPHONE	Installment		0623
MITEL LEASING	904365242	05/29/23	43.16	01-02-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	388.41	01-03-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	86.31	01-04-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	10.79	01-05-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	37.76	01-10-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	140.26	01-11-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	37.76	01-12-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	64.74	02-17-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
MITEL LEASING	904365242	05/29/23	53.95	02-18-5305 TELEPHONE	Agreement #: 901-8081543-001		0623
Motorola Solutions Inc	1187100078	04/30/23	76,195.00	01-03-5602 COMPUTERIZATION	Direct Purchase Items		0423
Motorola Solutions Inc	1187100078	04/30/23	5,575.50	01-03-5602 COMPUTERIZATION	Quarterly as a Service Invoice		0423
Motorola Solutions Inc	1187100078	04/30/23	17,033.00	01-03-5602 COMPUTERIZATION	Service Agreement Previously Billed & Paid		0423
Motorola Solutions Inc	1187100078	04/30/23	35,760.00	01-03-5602 COMPUTERIZATION	Initial Payment for "as a Service" Bundle	2335	0423
Municipal Systems/Dacra Tech	MS 2023-05-09	05/31/23	2,250.00	01-03-5509 COLLECTION SERVICE	Collections Services for MOSMOVE - May		0623
National Notary Association	231L2R1 Laison	05/17/23	182.19	01-11-5310 PROFESSIONAL DUES	231L2R1 Christine Larson Notary Public Commission Renewal		0623
NEXT DAY PLUS*	5266580	04/19/23	46.55	01-04-5301 OFFICE SUPPLIES	Toner		0423
NICOR GAS	94287458411 051123	04/30/23	56.78	02-17-5306 NATURAL GAS	ACT# 94-28-74-5841 1		0423
Northern Pipeline	1-05391057-00	05/22/23	599.36	02-17-4818 MISCELLANEOUS INCOME	Refund of Hydrant Meter Deposit after water usage and registration fee		0623
Nyhart / Ascensus	VMINV06022023-25	05/31/23	2,300.00	01-01-5503 PROFESSIONAL SERVICES	583290.HCADM.GAF2023 FYE 04-30-23 Full GASB 75 Valuation		0623
OAK FOREST BOWL	06-01-23 BL Refund	06/01/23	4,970.45	01-00-4109 BUSINESS LICENSES	Refunds for Liquor & Business Licenses and Special Use Application		0623
O'CONNOR LAW OFFICES LLC*	June 2023	05/23/23	1,666.66	01-01-5507 LEGAL FEES-PROSECUTOR	JUNE PROSECUTOR RETAINER FOR COURT KEYS H and Y at BRIDGEVIEW COURTHOUSE		0623
O'DONNELL, ADRIAN J.	05-16-23 Exp Reimb	05/16/23	672.32	89-00-5312 TRAINING & TRAVEL	Tyler Connect Conference Expense Reimbursement		0623
O'REILLY AUTO PARTS	3380-480424	05/02/23	53.98	01-05-5402 VEHICLE MAINTENANCE	Motor Oil		0623
O'REILLY AUTO PARTS	3380-481434	05/12/23	39.00	01-04-5401 EQUIPMENT MAINTENANCE	Air Filters		0623
O'REILLY AUTO PARTS	3380-481916	05/17/23	29.95	02-17-5402 VEHICLE MAINTENANCE	Motoroil		0623
O'REILLY AUTO PARTS	3380-482572	05/23/23	196.83	01-04-5402 VEHICLE MAINTENANCE	Stock Freon, Triger Gauge, Silicone		0623
ORLAND FIRE PROTECTION DISTRICT	14067	04/30/23	11,853.16	01-02-5512 OTHER SERVICES	DISPATCH SERVICE - April, 295 CALLS, PSIN	2333	0423
Pace Analytical Services LLC	19557607	06/02/23	465.60	02-17-5503 PROFESSIONAL SERVICES	4 Disinfectant/Disinfection ByProducts - Water		0623
Park Ave Recovery LLC c/o Fundworks LLC	8359	05/17/23	350.00	01-03-5399 MISC EXPENSE	BODY REMOVAL AND TRANSPORT TO ME OFFICE		0623
PASSARELLI JR., JAMES	05-24-23 CDL	05/24/23	65.00	01-04-5515 UNION HEALTH BENEFITS	CDL PERMIT EXPENSE REIMBURSEMENT		0623
Pollardwater / Ferguson Ent	WW041089	05/05/23	598.50	02-17-5421 MAINTENANCE OF WATER MAINS	Curb Box Lock		0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	1,050.34	01-00-2115 INSURANCE - LIFE	ACT# 1029994-10001 LIFE INSURANCE		0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	121.58	01-01-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE		0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	302.42	01-02-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE		0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	780.50	01-03-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE		0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	262.87	01-04-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE		0623

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	75.37	01-11-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	16.21	01-12-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	8.11	09-01-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	48.63	09-03-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	49.30	02-17-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRINCIPAL LIFE INSURANCE CO*	June 2023	05/23/23	97.93	02-18-5519 EMPLOYEE INSURANCE BENEFITS	ACT# 1029994-10001 LIFE INSURANCE	0623	0623
PRO-PUMP INC*	23336	05/15/23	6,277.00	02-18-5425 LIFT STATION	Emergency Lift Station Pump Repair	3240	0623
PROSHRED SECURITY*	1168120	05/17/23	48.40	01-03-5399 MISC EXPENSE	Cus# 48-0000365960 Service 96 Gallon Bin	0623	0623
Quench USA Inc	INV05796658	05/22/23	45.00	01-02-5399 MISC EXPENSE	Act# D322174 3IR N-00089869	0623	0623
Quench USA Inc	INV05846127	06/01/23	63.00	01-01-5399 MISC EXPENSE	4 Q-86120_D382185S 0378388	0623	0623
Quench USA Inc	INV05846127	06/01/23	126.00	01-03-5399 MISC EXPENSE	4 Q-86120_D382185S 0378388	0623	0623
Quench USA Inc	INV05846127	06/01/23	63.00	01-11-5399 MISC EXPENSE	4 Q-86120_D382185S 0378388	0623	0623
QUILL CORPORATION	32240704	05/01/23	170.00	01-03-5301 OFFICE SUPPLIES	File Pockets	0623	0623
R.H. GRANATH SURVEYING SERVICE	15671	05/23/23	1,300.00	01-01-5503 PROFESSIONAL SERVICES	Set Property Corner - Oak Fest Subdivision 159th & Long	0623	0623
Redmond*, John	05-18-23 CDL	05/18/23	61.35	01-04-5515 UNION HEALTH BENEFITS	CDL Expense Reimbursement	0623	0623
REID, JASON	05-31-23 Exp Reimb	05/31/23	255.36	01-03-5312 TRAINING & TRAVEL	IMPG/ICRMT Annual Conference & Legal Updates, Fuel Expense Reimbursement	0623	0623
REID, JASON	05-31-23 Exp Reimb	05/31/23	95.00	01-03-5303 GAS AND OIL	IMPG/ICRMT Annual Conference & Legal Updates, Fuel Expense Reimbursement	0623	0623
RESOURCE MANAGEMENT ASSOCIATES	23047	05/17/23	8,168.61	01-01-5209 POLICE & FIRE COMMISSION	Captain Examination: Written Exam, Assessment Center, Expenses	0623	0623
RR Landscape Supply	129851	05/19/23	300.00	02-18-5418 LANDSCAPING REPAIRS	Oak Forest Public Works Account: Pulverized Topsoil	0623	0623
SANDENO EAST INC	10338	05/19/23	1,838.30	01-04-5415 PATCHING MATERIALS	N-30 SURFACE 29.65 TONS	0623	0623
SELMAN, STELLA T.	1st Qtr 2023	06/07/23	275.00	01-01-5202 CIVIL SERVICE	QUARTERLY COMMISSION STIPEND	0623	0623
SEPS INC	247366	05/30/23	6,706.37	89-00-5404 COMPUTER MAINTENANCE	Basement UPS upgrade	3407	0623
ServPro of Wheaton-Glen Eilyn	16453	04/19/23	14,170.61	01-02-5409 PROPERTY DAMAGE	Reconstruction Services Sta 2	3442	0423
Sirchie Acquisition Co LLC	0592832-IN	05/22/23	98.89	01-03-5323 LAW ENFORCEMENT SUPPLIES	Evidence Bags	0623	0623
THIRD DISTRICT FIRE CHIEF'S ASSN	5195	05/11/23	125.00	01-02-5512 OTHER SERVICES	Tinley Park Dispatch MABAS 24 Initial Box Alarm Dispatch Fee 05-13-2023	0623	0623
THIRD MILLENNIUM ASSOC INC	29170	05/11/23	1,414.71	01-01-5504 CONTRACTUAL SERVICES	Vehicle Sticker Software Annual Maintenance Fee from 06-15-23 to 06-14-24	0623	0623
THOMPSON ELEVATOR INSPECTION SERVICE	23-1270	04/30/23	344.00	01-11-5503 PROFESSIONAL SERVICES	8 Elevator Code Inspections	0423	0423
THOMPSON ELEVATOR INSPECTION SERVICE	23-1339	05/25/23	200.00	01-11-5503 PROFESSIONAL SERVICES	2 Elevator Plan Reviews	0623	0623
TOTAL MAINTENANCE AND CLEANING SERV INC	13193	05/30/23	175.00	01-01-5504 CONTRACTUAL SERVICES	Board-up Service - 5136 Belaire Secure Rear Entrance	0623	0623
TRI-RIVER POLICE TRAINING REGION INC*	5179	12/20/22	75.00	01-03-5312 TRAINING & TRAVEL	Life of Duty Death Benefits Tuition Fee - T.L.	0423	0423
TYLER TECHNOLOGIES INC	130-136682	06/01/23	55,334.17	89-00-5405 911 SYSTEM MAINTENANCE	New World Maintenance, Reporting, Mapping Data Merge, LE CAD, Records	0623	0623
TYLER TECHNOLOGIES INC	130-136682	06/01/23	55,334.18	01-03-5404 COMPUTER MAINTENANCE	New World Maintenance, Reporting, Mapping Data Merge, LE CAD, Records	0623	0623
US Digital Designs Inc	22514	09/26/22	25,112.01	89-00-5603 RADIO EQUIPMENT	22514 - G2 Voice Alert License, ATX Controller Kit Pkg	3443	0423
US Digital Designs Inc	22515	09/26/22	25,032.98	89-00-5603 RADIO EQUIPMENT	22515 - G2 Voice Alert License, ATX Controller Kit Pkg	3443	0423
US Digital Designs Inc	22662	12/01/22	8,761.50	89-00-5603 RADIO EQUIPMENT	22662 - G2 HDTV Remote Modules, Msg Signs	3443	0423
US Digital Designs Inc	22682	12/06/22	1,980.00	89-00-5603 RADIO EQUIPMENT	22682-Light, Strobe Rotating Reel	3443	0423

List of Bills June 13, 2023 FY2022-2023 & FY2023-2024
Report dates: 6/13/2023-6/13/2023

Name	Invoice Number	Inv Date	Inv Amount	GL Account	Description	PO#	FY
City of Oak Forest							
US Digital Designs Inc	5262505539	01/24/23	6,162.20	89-00-5603 RADIO EQUIPMENT	5262505539 - Stn Config, start up, project mgmt	3443	0423
Veterinary Clinic of Tinley Park	288108	05/11/23	90.40	01-04-5324 KENNEL SUPPLIES	Ac# 6889 Stella- Wellness Exam, Rabies Vaccine, Nail Trim		0623
Veterinary Clinic of Tinley Park	288450	05/22/23	548.85	01-01-5224 FRIENDS OF ANIMAL CONTROL	Ac# 6889 Emily- Snap Test, Radiographs, Injection, Fecal, Rabies Vax, Bordetella, Carprofen, Spay		0623
Veterinary Clinic of Tinley Park	288823	06/01/23	243.82	01-04-5324 KENNEL SUPPLIES	Ac# 6889 Kitty 531 - Radiographs 1-2 views, Exam, Buprenorphine, Clavamox		0623
VILLAGE OF OAK LAWN*	May 2023	06/05/23	303,323.00	02-17-5525 WATER PURCHASES	Water Purchase Gallons = 61,764	3445	0623
Village View Publications Inc	L196197	05/07/23	200.00	01-01-5308 ADVERTISING	2 Col x 2" Color, 2 Issue Dates, Citywide Garage Sale		0623
VSP OF ILLINOIS NFP	817914737	05/17/23	773.88	01-00-2126 INSURANCE-VISION	Client ID: 30077915, Customer Ref: 2886685, June Vision Care		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	389.92	01-01-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	97.48	01-02-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	194.96	01-03-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	46.79	01-04-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	11.70	01-05-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	3.90	01-11-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	11.70	01-12-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	11.70	02-17-5301 OFFICE SUPPLIES	Copy Paper		0623
WAREHOUSE DIRECT*	5503214-0	05/26/23	11.70	02-18-5301 OFFICE SUPPLIES	Copy Paper		0623
Warren's Automotive	05-24-23	05/24/23	598.54	01-02-5402 VEHICLE MAINTENANCE	#39 Heater Core Hoses, Fitting		0623
Washington, Meagan	05-19-23 Exp Reimb	05/19/23	139.40	01-02-5313 UNIFORMS	Uniform Expense Reimbursement		0623
WILLE BROTHERS CO*	378168	05/15/23	1,444.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378186	05/17/23	1,444.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378208	05/18/23	1,682.50	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378230	05/22/23	1,126.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378253	05/24/23	808.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378268	05/25/23	1,120.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WILLE BROTHERS CO*	378282	05/26/23	1,079.00	01-04-5416 CONCRETE REPAIRS	YD 4000 PSI/AE Sand Stone		0623
WRIGHT CONCRETE RECYCLING INC*	5204	05/16/23	20.00	01-04-5326 LANDFILL	1 - 4 WHEELER CONCRETE DUMP		0623
WRIGHT CONCRETE RECYCLING INC*	5235	05/22/23	60.00	01-04-5326 LANDFILL	3 - 4 WHEELER CONCRETE DUMPS		0623
XTIVITY SOLUTIONS LLC	2152	03/03/23	455.00	01-01-5404 COMPUTER MAINTENANCE	Hanwha Joystick		0423
Grand Totals:		271	1,580,884.80				

NOTICE AGENDA ITEM

Supplemental List-of-Bills June 13, 2023 FY2022-2023 & FY2023-2024
Check Issue Dates: 5/1/2022 - 6/17/2023

Vendor	Invoice Number	Check #	Check Date	Amount	GL Account	Account Descrip.	Gen Description	FY
FIFTH THIRD BANK CREDIT CARD 1204	D01-5824424-8438659	1065677	M 04/11/23	179.00	01-01-5310	PROFESSIONAL DUES	Amazon.com - Business Prime Essentials Membership Fee - T.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	112-1314511-4926652	1065678	M 05/01/23	1,132.64	02-17-5319	SMALL TOOLS	Amazon.com - Magna-Trak 102 Magnetic Locators with Case - J.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	112-2919242-6428221	1065679	M 05/05/23	33.58	01-04-5399	MISC EXPENSE	Amazon.com - Bunn 12-Cup Coffee Filters - J.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	554295031237178823	1065680	M 05/04/23	79.99	01-01-5503	PROFESSIONAL SERVICES	Adobe Stock - 40 Assets a Month - C.M.	0523
FIFTH THIRD BANK CREDIT CARD 1204	050323	1065681	M 05/04/23	114.26	01-12-5312	TRAINING & TRAVEL	D.A.'s Corned Beef Stand Meeting Corned Beef Lunch Boxes - E.C.	0523
FIFTH THIRD BANK CREDIT CARD 1204	113-3470389-2699441	1065682	M 04/17/23	378.70	01-01-5301	OFFICE SUPPLIES	Amazon.com - Car Chargers, Charger Block, Case - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-9448429-6430224	1065683	M 04/17/23	799.99	01-01-5301	OFFICE SUPPLIES	Amazon.com - Amazon Fire TV 75" - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-6426426-0762667	1065684	M 04/17/23	558.99	01-01-5602	COMPUTERIZATION	Amazon.com - NovoDS Digital Signage System, TV Wall Mount - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-0017991-7853873	1065685	M 04/17/23	15.99	01-01-5301	OFFICE SUPPLIES	Amazon.com - HDMI Cable - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	111-1172907-1696226	1065686	M 04/18/23	68.88	01-01-5301	OFFICE SUPPLIES	Amazon.com - MicroSDXC Memory Cards - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	114-1853976-4428219	1065687	M 04/27/23	74.99	01-01-5602	COMPUTERIZATION	Amazon.com - SFP+ to SFP+ Twinax Cable - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	114-6080172-9597851	1065688	M 04/26/23	23.48	01-01-5301	OFFICE SUPPLIES	Amazon.com - Wireless PC Mice - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	114-5367774-9893028	1065689	M 04/26/23	43.98	01-01-5305	TELEPHONE	Amazon.com - iPhone Cases - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-1789030-0350605	1065690	M 05/01/23	149.84	01-01-5301	OFFICE SUPPLIES	Amazon.com - Packaging Tape w/Dispenser, HDMI Cables - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-3972987-6980260	1065691	M 05/01/23	699.13	01-01-5602	COMPUTERIZATION	Amazon.com - Tripp Lite KVM Rack Console - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-5256668-8016246	1065692	M 05/02/23	9.99	01-01-5301	OFFICE SUPPLIES	Amazon.com - USB 3.0 Hub - T.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	113-7364801-5257842	1065693	M 05/08/23	39.98	01-03-5301	OFFICE SUPPLIES	Amazon.com - Logitech Wireless Keyboard, Mouse - T.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	227387938	1065694	M 05/08/23	58.50	01-01-5602	COMPUTERIZATION	Anixter - Cat 6 Patch Cords 1' Blue - T.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	1098150840	1065695	M 04/19/23	685.41	01-10-5604	MISC EQUIPMENT	B&H Photo - Lithium-Ion Battery, Sony Transmitter, Mic, Windcreens, Lens Cap - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	0620813400	1065696	M 04/14/23	10.62	01-01-5301	OFFICE SUPPLIES	Otterbox.com - Warranty Order Galaxy Replacement - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	2030737	1065697	M 04/24/23	50.00	01-02-5404	COMPUTER MAINTENANCE	Rackspace - Fire Dept. E-mails Accounts - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	1160875228	1065698	M 04/27/23	5,376.00	01-10-5404	COMPUTER MAINTENANCE	Leighttronix Inc - VieBit V-1000, VieBit L-750 - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	113-6103787-5677024	1065699	M 04/24/23	10.99	01-01-5301	OFFICE SUPPLIES	Amazon.com - Return Holster Belt Clip - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	114-7932213-8845026	1065700	M 04/27/23	189.95	01-01-5301	OFFICE SUPPLIES	Amazon.com - Transfer Belt Color Laser - T.R.	0423
FIFTH THIRD BANK CREDIT CARD 1204	68877	1065701	M 05/08/23	146.32	89-00-5312	TRAINING & TRAVEL	SPRINGHILL Suites by Marriott - A. Beauty Room Advance Deposit shown as Credit on Statement - T.R.	0523
FIFTH THIRD BANK CREDIT CARD 1204	554328631262060057	1065702	M 05/08/23	146.32	89-00-5312	TRAINING & TRAVEL	SPRINGHILL Suites by Marriott - A. O'Donnell Room Advance Deposit Not shown on Room Statement should get credit next month - T.R.	0523
ILLINOIS MUNICIPAL RETIREMENT FUND	02119	1065676	M 05/18/23	43,649.90	01-00-2104	IMRF W/H PAYABLES	APRIL CONTRIBUTIONS	0523
POSTMASTER - OAK FOREST	06/01/2023 Postage	120068	06/01/23	1,283.96	02-18-5304	POSTAGE & FREIGHT	UB Postage	0623
Grand Totals:				55,989.40				



Civil Service Commission Meeting Minutes
May 17, 2023

In Attendance: Kitty Selman, CSC Chairman
 Sue Hinz, CSC Secretary
 Alex Hollewa

Discussion was had regarding coordination of upcoming HEO test on Friday. Discussion of interview questions for candidate.



Civil Service Commission Meeting Minutes
May 19, 2023

In Attendance: Kitty Selman, CSC Chairman
 Sue Hinz, CSC Secretary
 Alex Hollewa

Discussion was had regarding the practical HEO exam and brief interviews with candidates.

Discussion after interviews. Voted not to use Public Works Directors' points for candidates.
Voted no on applying Rule 4.3 all were in favor.

Senior Commission Minutes
February 9, 2023
Submitted by Diana Dilger

- I. Call to order at 1:02 p.m.
- II. Pledge of Allegiance
- III. Roll Call – All present except Lori Aimore
- IV. Minutes of the last meeting were read by Diana Dilger. Dee Cozzolino made a motion to accept the minutes and was seconded by Kathe Walker.
- V. Committee Reports – none
- VI. Current Business:
 - A. We reviewed the January luncheon. The food of ham and sweet potatoes was delicious with no complaints except the lack of butter from Kenootz, who catered the meal. Edizon Dayao, was our January entertainment and was very well accepted. The Hawaiian décor with a snowman twist delighted everybody.
 - B. Lori W mentioned that she sat at two different tables and the seniors made comments like is the best senior luncheon in the south suburbs with great season decorations, fantastic entertainment, and great food. The price is very reasonable for what you get. We are completely sold out for the seventh straight month. There was a discussion of ticket sales and their distribution and how many each person should be able to buy. We decided to keep it the way it is and watch for a few months. A tally of those losing or forgetting their tickets will be noted by Charla or Kathy W.
 - C. Larry brought up the subject of outdated birthday lists. After much discussion it was decided and voted on that a new birthday sheet will be placed on the table and our seniors will sign them with their name, phone number, and birthdate. On the bottom of this sheet, we stated that if you do not have a ticket, you will not receive a lunch. Larry will make an announcement about the tickets before the food is served. Kathy Walker made a motion that the birthday list paper will be on every table with a note on the bottom about having a lunch ticket to be served. Kathy W and Charla will be in charge of making the birthday card list. In addition, Phyllis who is a new member of the food committee would like to see a Kenootz catering menu. She mentioned she would like to meet with Joe Pilch before our monthly meeting to discuss the menu options.
- VII. Future Events:
 - A. Entertainment for February will be Linda Soppett, a singer of 40s and 50s music including Etta James, Connie Francis, Frank Sinatra, Doris Day, and many more. The food will be announced, and we will have a sugar cookie with a Hershey kiss for dessert.
 - B. Entertainment for March will be Paul Strolia, who will sing Irish songs. Food to be announced, but it was highly suggested we have corned beef and cabbage.
- VIII. Audience Participation
 - A. We had two guests at our open meeting. Tim Kristin, our acting village manager, came and took attendance with our names with correct spellings.

- B. Chrissy Maher, our town's publicist, said she needs every month's agenda and minutes to be typed and emailed to her. The agenda should be two days prior to the meeting and the minutes sent after the meeting. Also, she requested last month's and all of 2022 minutes and agendas. Diana Dilger will give her all of 2022.
- IX. Adjournment – Kathy Walker made a motion to adjourn the meeting and Dee Cozzolino seconded the motion at 1:58 p.m.
 - A. Next meeting will be on March 8, 2023 and the February Luncheon is February 23, 2023. Doors open at 10:00am.

Respectfully submitted,
Diana Dilger
Secretary of Senior Commission

Senior Commission Minutes
March 8, 2023
Submitted by Diana Dilger

- I. Call Meeting to Order at 1:03 p.m.
- II. Pledge of Allegiance
- III. Roll Call
 - A. All present except Charla Kukowski, Kathy Walker
- IV. Minutes of the Last Meeting
 - A. Read by Diana Dilger. Dee Cozzolino made a motion to accept the minutes and was seconded by Eugene Korzenko.
- V. Committee Reports – none
- VI. Current Business:
 - A. Review last Luncheon Thursday January 26th, 2023
 - i. There was a review of the February Luncheon.
 - ii. The food was good from Kenootz some servers said that the chicken pieces were not evenly distributed. Some people had a wing and a thigh while others had a breast and a drumstick.
 - iii. The music of Linda Soppett was reviewed. Some said her music was too outdated even for our Senior Citizens. Too many 40's slow/ballads and not enough lively music.
 - iv. We need to communicate better with our performers. There were a few complaints about people talking throughout the performance. This is not the first time. Larry suggested we have a few "Quiet please" signs on a stick to put up in the air over the disturbing people. We will have 3 signs made. (One for Larry, and on each side.)
 - B. This Month's entertainment recap
 - i. March 23rd, 2023 luncheon – Our featured singer is Paul Strolia, a local resident. He will wear his Irish attire and sing Irish songs.
 - ii. Our lunch menu will include corned beef and cabbage, potatoes, carrots, and a sugar cookie from Kenootz.
 - iii. Bob mentioned a shortage of coffee containers. We will buy 4 new coffee decanters.
 - iv. Review of ticket sales
 1. After much discussion we came up with the following:
 - a. We developed a course of action to deal with our ticket shortages. Maximum capacity is 120 people with 110 tickets to be sold.
 - b. Lori made a motion regarding ticket sales, and it was later rescinded.
 - c. Future discussion came up with this Action Plan and Lori made it into her second motion.
 - d. We will sell tickets during lunch. There is a limit of one ticket per person. The remaining tickets will then be sold at the door (Limit 1 ticket per person). There will be a limit of

110 tickets sold. Dee seconded the motion. Note:
constituents can come at this time to get their tickets

C. Future Entertainment

- i. April luncheon is April 27, 2023 with Larry Bergmach, a comedian.
- ii. May luncheon will be May 25, 2023 featuring “Ellie Presents”, a tribute to Memorial Day. We will again have the “Missing Soldier Chair”.
- iii. For the June 22, 2023 luncheon we will feature “Phil and Amy” – featuring all types of songs

VII. Audience Participation

A. Birthday Celebrations

- i. Lori suggested we have our constituents stand and we sing “Happy Birthday” to them. Summer birthdays (June, July, and August will be celebrated at the June luncheon)
- ii. Lori suggested we buy new disposable tablecloths each month. The cost is minimal, and we have difficulty sanitizing and folding the plastic table clothes.

VIII. Adjournment

- A. Adjournment was at 2:24 pm with a motion to Adjournment made by Gene Korzenko and seconded by Joe Pilch. Joe Pilch and his food committee have a meeting after this Senior Commission to discuss future food costs.

Respectfully submitted,
Diana Dilger
Secretary of Senior Commission

Senior Commission Minutes
April 12, 2023
Submitted by Diana Dilger

- I. Call Meeting to Order at 1:04 p.m.
- II. Pledge of Allegiance
- III. Roll Call
 - A. All present except Lori Wojtovicz
- IV. Minutes of the Last Meeting
 - A. Read by Diana Dilger. Lori A made a motion to accept the minutes and was seconded by Kathy Walker.
- V. Current Business:
 - A. Review of the last luncheon on Thursday March 23, 2023
 - i. There was a favorable review of the March Luncheon. Paul Strolia was an entertaining, excellent performer of Irish and contemporary music.
 - ii. Kenootz did a great job with the corned beef and cabbage dinner. However, there were several complaints about the plastic silverware.
 - iii. There was much discussion about the lack of tickets at City Hall to be purchased. Oak Forest staff has received many complaints from disgruntled residents because of the lack of tickets. There were many ideas discussed.
 - iv. Phyllis made a motion that luncheon tickets will be sold on the Friday after the luncheon at City Hall. There will be 110 tickets available. There will be a limit of only 2 tickets per person. We will no longer sell tickets at the luncheon. Joe Pilch seconded the motion. A vote was taken, and it was carried by a 9-2 vote in favor of Friday ticket sales.
 - B. April luncheon
 - i. Gene Korzenko announced we will have Larry Bergmach, a comedian for our entertainment. The menu will be from Kenootz. It will consist of ravioli and meat sauce, salad, bread/butter, and biscotti for dessert. Joe will ask for packets of parmesan cheese to be included.
 - C. May luncheon
 - i. The May luncheon will be on May 25th. It will feature “Ellie Presents”, it will be a presentation about our World War veterans. It will be a patriotic celebration. It will also have a food element for 30 people. In addition, we have a brief tribute to our vets with “The Missing Soldier Chair”. Our colors will be presented. Joe will be taking care of the details.
 - D. June luncheon
 - i. The June luncheon will be on June 22nd. We have contracted Phil and Amy, a duo act with a summer and vacation theme.
 - E. Other
 - i. We reviewed the handouts regarding the 2023-2024 Meeting/Event Calendar and the Senior Commission roster to make necessary corrections.
 - ii. Phyllis suggested we take more time for the Pledge of Allegiance.

- iii. Lori mentioned that there should be only one water given out per guest. She will also write up an announcement about a new ticket policy for Larry to read before lunch. The policy will be explained.
- iv. Larry should include a reminder about being quiet and respectful to our entertainers.
- v. We will still give out 6 tickets for door prizes.

VI. Adjournment

- A. Adjournment was at 2:03 pm with a motion to Adjournment made by Dee Cozzolino and seconded by Gene Korzenko.

Respectfully submitted,
Diana Dilger
Secretary of Senior Commission

Senior Commission Minutes
May 10, 2023
Submitted by Diana Dilger

- I. Call Meeting to Order at 1:01 p.m.
- II. Pledge of Allegiance
- III. Attendance
 - A. All present except Bob, Joe, Charla, and Lori A.
- IV. New Business
 - A. Kathy Walker suggested we use a new musical group that she saw at Heart of Senior Living entitled Lucky Entertainment (708)-449-8626
 - B. April Luncheon Review
 - i. The comedience was fair. Some comments on food were that the ravioli was cold and in some cases, there wasn't enough marinara sauce. Many said that was because the food was delivered, and it say out for 20/30 minutes. The main complaint was that the salad was overdressed and sopping with dressing.
 - ii. Larry announced our new ticket selling policy. There were a lot of negative comments. He explained this was enacted because tickets weren't available to all our Oak Forest residents. Dee will tell Chrissy Maher about advertising on the sign outside City Hall.
 - C. May Luncheon Review
 - i. The date is Thursday, May 25th. The entertainment will be "Ellie Presents", honoring our military vets. There was a discussion of sample foods during this era - World War I sampling of only 30 people. Larry will decide how it should be distributed. The food from Kenootz will be pulled pork, dinner roll, and tater tots. Many wanted mac and cheese rather than tater tots. Phyllis will discuss change with Joe. We will have the special table for vets. Dessert is Kenootz choice. For June luncheon we will have Phil and Amy. We will be honoring Fathers.
- V. Other Comments
 - A. We will take part in the Memorial Day wreath service at City Hall. We will ask Joe to make our wreath presentation.
 - B. Over the summer we should write up a brief description with details bout our individual functions/duties on the Senior Commission.
 - C. It was suggested that we give out the dessert immediately after lunch is servwed.
- VI. Adjournment was at 2:10pm. The motion to adjourn was made by Dee and seconded by Gene.

Respectfully submitted,
Diana Dilger
Secretary of Senior Commission

EMERGENCY TELEPHONE SYSTEM BOARD
MINUTES (SUMMARIZED)
MAY 2, 2023

ATTENDANCE

DPW Director Mike Salamowicz, IT Tom Rieman, EMA Director Joe Pilch, Supvr. Marilyn Morgan and D.C. Griffin (Chief Kasper). In attendance DPW John Robinson.

APPROVAL OF MINUTES

Motion to approve the Minutes from the April 4, 2023 Meeting was made by Tom Rieman, seconded by Joe Pilch and agreed to by all.

APPROVAL OF BILLS

\$900.00 – Motorola Starcom Network, \$4,350.00 – APCO EMD training and \$12,399.00 - Moducom were approved for payment. Motion made by Tom Rieman, seconded by Joe Pilch and agreed to by all. AT&T invoices were paid from ISP \$750.00 (acct #8058) and \$157.64 (acct # 7058).

NEW BUSINESS

OLD BUSINESS

Tom Rieman advised the new Voicelogger was approved by the City Council..

PUBLIC COMMENT

None

ADJOURNMENT

Motion to adjourn at 0910 hours made by Mike Salamowicz, seconded by Tom Rieman and agreed to by all. Next scheduled Meeting is Tuesday June 6, 2023 at 9AM in the Police Department Conference Room.

Marilyn Morgan

6-6-23

CITY OF OAK FOREST

PLANNING & ZONING COMMISSION MEETING MINUTES

Wednesday, May 17, 2023

The Planning & Zoning Commission meeting was called to order at 7:00 p.m. with Chairman Stuewe taking Roll Call.

PRESENT: Chairman Jim Stuewe
Commissioner Jeffrey Ater
Commissioner Mike Forbes
Commissioner Curt Kunz
Commissioner Rick Larson
Commissioner Glenn Runge
Commissioner Wayne Schroeder
Commissioner Bill Sykes
Commissioner Michael Ziak
Staff Member Paul Ruane
Staff Member Nicole Tormey

ABSENT:

Commissioner Ziak led with the pledge of allegiance.

Commissioner Bill Sykes and Commissioner Jeffrey Ater introduced themselves.

Chairman Jim Stuewe asked for a motion to open the meeting.

Commissioner Forbes made the motion. Commissioner Ziak seconded.

AYES	NAYS	ABSTAIN	ABSENT
Commissioner Sykes			
Commissioner Ater			
Commissioner Schroeder			
Commissioner Ziak			
Commissioner Forbes			
Commissioner Larson			
Commissioner Runge			
Commissioner Kunz			
Chairman Stuewe			

Motion to open the meeting carried 9-0-0 with 0 absent.

Item #2: ZC# 23-009 Oak Forest Bowl 15240 S. Cicero Avenue – Special Use Permit: Motion to table Item 2.

Commissioner Forbes made the motion to table.

Commissioner Ziak seconded.

AYES	NAYS	ABSTAIN	ABSENT
Commissioner Ater			
Commissioner Forbes			
Commissioner Kunz			
Commissioner Larson			
Commissioner Runge			
Commissioner Schroeder			
Commissioner Sykes			
Commissioner Ziak			
Chairman Stuewe			

Motion to table Item 2 carried 9-0-0 with 0 absent.

1. DR# 22-005 iQuality Logistics – Design Review: The applicant requests review and approval of a revision to a Major Design Review Permit at 16430-36 S. Kilbourn Avenue in the I1-Industrial District in accordance with Section 11-505 of the Zoning Ordinance for a new industrial building.

Commissioner Ziak made the motion.

Commissioner Runge seconded.

Paul Ruane presented the case with the aid of a power point presentation showing what was previously approved versus what is being requested now.

Chairman Stuewe asked if anyone had any questions or comments.

Commissioner Forbes asked a question regarding the building materials.

Chairman Stuewe asked if there were any more questions, none.

AYES	NAYS	ABSTAIN	ABSENT
Commissioner Ziak			
Commissioner Ater			
Commissioner Forbes			
Commissioner Kunz			
Commissioner Larson			
Commissioner Runge			
Commissioner Schroeder			
Commissioner Ziak			

Chairman Stuewe			
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Motion to affirm PZC Resolution 23-13 recommending approval of design review carried 9-0-0 with O absent.

Mr. Ruane stated this is the final determination for this. They will be able to receive their permit from the Building Department.

- 2. ZC# 23-010 Schied Residence – Shed Variation: The applicant requests review and recommendation of approval for a variation to allow a shed larger than allowed and such other and further zoning relief as may be required in the R2 – Single Family District at 14824 Sunset Avenue.

Commissioner Larson made the motion. Commissioner Sykes seconded.

Paul Ruane presented the case.

Chairman Stuewe asked if there were any questions.

Commissioner Larson inquired as to whether the shed was already put up. Commissioner Forbes commented on the permit.

Commissioner Sykes inquired as to the concrete slab. Commissioner Forbes answered the question. Commissioner Kuntz confirmed the concrete slab is acceptable.

Commissioner Larson made a statement.

Chairman Stuewe asked if anyone from the audience wanted to speak.

Dan Schied, owner, 14824 Sunset Avenue, approached the dais and spoke.

Chairman Stuewe asked about the dimensions of the shed.

Chairman Stuewe asked for more questions, heard none.

AYES	NAYS	ABSTAIN	ABSENT
Commissioner Larson			
Commissioner Runge			
Commissioner Schroeder			
Commissioner Sykes			
	Commissioner Ziak		
	Commissioner Ater		
Commissioner Forbes			
Commissioner Kunz			

Chairman Stuewe			
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Motion to affirm PZC Resolution 23-15 recommending denial of the variation carried 7-2-0 with 0 absent.

Mr. Ruane stated it will go forward before City Council, May 23, 2023, with the recommendation from the Planning and Zoning Commission. City Council will make the final determination.

Commissioner Kunz asked about the denial.

Mr. Ruane stated there will be a workshop at the next meeting, June 7th for Planning and Zoning members.

Mr. Ruane reported on status of pending Applications. Commissioner Forbes remarked on same. Commissioners asked for status regarding pending matters.

Chairman Stuewe requested a motion to approve the meeting minutes from April 19, 2023.

Commissioner Ziak made the motion. Commissioner Forbes seconded.

AYES	NAYS	ABSTAIN	ABSENT
Commissioner Ziak			
Commissioner Ater			
Commissioner Forbes			
Commissioner Kunz			
Commissioner Larson			
Commissioner Runge			
Commissioner Schroeder			
Commissioner Sykes			
Chairman Stuewe			

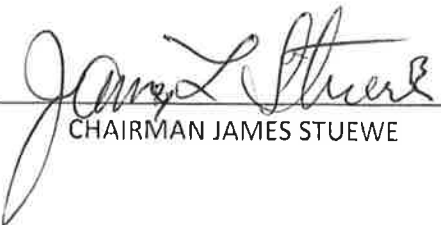
Motion to approve the minutes of April 19, 2023 with no changes, carried 9-0-0 with 0 absent.

Chairman Stuewe requested a motion to adjourn the meeting.

Commissioner Runge made the motion. Commissioner Forbes seconded.

All present said aye. Meeting adjourned at 7:40 p.m.

Minutes prepared by Nicole Tormey, Executive Assistant.


 CHAIRMAN JAMES STUEWE

CITY OF OAK FOREST
Economic Advisory Council
Meeting Minutes
Wednesday, May 3, 2023 – 12:00 p.m.
City Hall, City Council Chambers
15440 S. Central Avenue



1. Call to Order at 12:02 p.m.

Present:

Member Jim Emmett
Member Patrick Gericke
Member Patti Griffin
Member Paul Hosman
Member Kim Malecky-Iles
Member Brian Martello
Chairman Don Vacha
Dir. of Community and Economic Dev. Ed Cage
Community Planner Paul Ruane, staff liaison

Absent: Member Keith Tadevich

2. Approval of Minutes from April 5, 2023.

Chairman Vacha noted one change to the draft minutes was needed. This was that Member Hosman was absent and Member Griffin was present at the meeting and the opposite of what was reflected in the minutes. Member Hosman made a motion to approve the minutes from April 5, 2023 with the one proposed change. Motion seconded by Member Emmett. Minutes were approved by a vote of 7-0, with one absent.

3. New Business

- a. Façade Grant Request – Continuum Oak Forest, LLC – 15850 S. Cicero Ave

Director Cage presented the application and request for a façade improvement grant for 15850 S. Cicero Ave. The owner of the property is planning on improving the façade on the Starbucks and ATI building at 15850 S. Cicero Ave. This would be achieved by matching the new upgraded façade materials used on the under-construction building to the northwest of the existing building. It was felt that the existing building being approximately 9 years old, could use a refreshed and upgraded façade improvement. It was also noted that the proposed new materials, would make a significant improvement to a highly visible and trafficked building at the prominent City Gateway location.

Member Hosman made a motion to recommend approve of the Façade Grant Request at 15850 S. Cicero Ave, as submitted. The motion was seconded by Member Griffin. The motion passed by a vote of 7-0, with one member absent.

CITY OF OAK FOREST

Economic Advisory Council

Meeting Minutes

Wednesday, May 3, 2023 – 12:00 p.m.

City Hall, City Council Chambers

15440 S. Central Avenue



4. Old Business

Director Cage presented a spreadsheet that staff had put together to list all of the Class 6B and Class 8 Cook County incentives that exist in the City of Oak Forest. This was from a request from the EAC at the last regular meeting. Overall, the list was received well and had some very useful information.

5. Project Update

- a. Planner Ruane provided updates on various development related projects in town including the following projects:
 - i. Oak Forest Family Dental - 6154 159th Street
 - ii. Holiday Inn Express – 4365 Frontage Road
 - iii. Culver’s Restaurant – 5410 159th Street
 - iv. New Gateway building – 15850-52 S. Cicero Ave
 - v. 157th and Cicero (Mixed Use and Townhomes)
 - vi. Aldi – 4250 167th Street – Permit close to being issued
 - vii. Former Numero Uno – Car wash user with a PSA
 - viii. 159th x Cicero – LOMR – Southwest corner, LOMR update

Member Hosman made a motion to adjourn. Motion seconded by Member Gericke. The meeting was adjourned at 12:51 p.m.

Client Manager:

Steve Amann
samann@baxterwoodman.com

Project Status Report Issued On: 5/31/2023

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
2022 Wm Improvements PO #2220 Job Number: [0212508.40]	Mike Kenny 815-444-3371 mkenny@baxterwoodman.com	1/31/2023	Prepare 30-percent drawings, review with Public Works Staff, 60% Plans, permit applications, 60%, Submit permit applications, 90 percent plans and review, Final Plans and Review, Bidding, Bid Opening, LOR, Cook County Permitting Work	Project Closeout		5/29/2023
Aldi's Site Plan Review - PO: 2292 Job Number: [0220526.80]	Steve Amann 815-444-3345 samann@baxterwoodman.com	4/1/2023	Respond to Staff inquiry regarding status	None; awaiting resubmittal		5/26/2023
City of Oak Forest - Sanitary Sewer Extension Job Number: [0221185.40]	Mike Kenny 815-444-3371 mkenny@baxterwoodman.com	2/1/2023	Wetland delineation, Survey, Topo Breakdown, Geotech, 30% Design, 60% Design, Permitting,	90% Design, On-going Permit Coordination		5/29/2023
15848 Cicero Site Plan Review (PO 3142) Job Number: [0221999.80]	Steve Amann 815-444-3345 samann@baxterwoodman.com	3/1/2023	No activity this period	None		5/26/2023
Public Works Pond Research Job Number: [2325124.00]	Steve Amann 815-444-3345 samann@baxterwoodman.com	6/1/2023	Review/ release rate approach from design engineer and provide comments.	None; work is complete		5/26/2023

Client Manager:

Steve Amann
 samann@baxterwoodman.com
 Project Status Report Issued On: 5/31/2023

Project Title/Job	Project Manager	Completion Date	Tasks Completed This Period	Tasks Pending This Period	Items Waiting On Client	Status Date
NBIS Program Management & Inspection Services (2023-2024) Job Number: [0081395.37]	Brian Bromley 815-444-3209 bbromley@baxterwoodman.com	12/31/2024	None	Structures due for inspection June 2023.		5/30/2023
159th at Cicero FEMA Letter of Map Revision Submittal (P.O. 1681) Job Number: [0181346.32]	Paul Siegfried 815-444-3360 psiegfried@baxterwoodman.com	5/1/2023	- Public notice - Response to FEMA and IDNR review comments	- None at this time	None at this time	5/19/2023
LPC Site Plan Reivew - PO: 2312 Job Number: [0211695.81]	Steve Amann 815-444-3345 samann@baxterwoodman.com	3/1/2023	Prepare and host videoconference with City Staff regarding early start requirements; receive and review new submittals; coordinate development security requirements; review and comment on updated final plat of subdivision; receive and review outside agency approvals; issue conditional approval recommendation.	None; project is complete	None	5/17/2023
157th Street Multi-Use Building Engineering Review (PO 2260) Job Number: [0211718.80]	Steve Amann 815-444-3345 samann@baxterwoodman.com	4/1/2023	Review and comment on updated partial submittal	None; awaiting resubmittal and Staff input	Response to outstanding review questions	5/26/2023
AWIA ERP Job Number: [0211821.30]	Kaitlin Wright 815-444-3256 kwright@baxterwoodman.com	12/31/2021	None	Waiting for Client to Review ERP and then incorporating any client comments.	Waiting on Client to review ERP.	5/31/2023



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: 06-13-2023
TO: MAYOR HENRY L KUSPA AND OAK FOREST CITY COUNCIL
FROM: TIMOTHY J. KRISTIN
SUBJECT: APPROVAL ORDINANCE # 2023-06-09780 APPROVING THE SECOND AMENDMENT TO THE REGIONAL WATER SYSTEM, WATER SALE AND PURCHASE AND SERVICE AGREEMENT BETWEEN THE VILLAGE OF OAK LAWN, ILLINOIS AND THE CITY OF OAK FOREST

BACKGROUND

This matter was brought before the Oak Forest City Council to approve the second amendment to the regional water system, water sale and purchase and service agreement between the Village of Oak Lawn and the City of Oak Forest. This agreement was approved unanimously at the 05-09-2023 City Council meeting. Legal counsel has now advised the participating communities that this agreement also needs to be approved in an ordinance format.

The City of Oak Forest entered into a water sale, purchase and service agreement dated 08-01-2014 and as amended on 11-1-2020 with the Village of Oak Lawn. The Village of Oak Lawn is proposing changes to the conforming agreement to include the following:

1. Change the ownership of the water transmission line and related appurtenances of the Orland Park Spur Two from the Village of Orland Park to the Village of Oak Lawn. The change in ownership is required by the IEPA to approve their loan for this project or otherwise known as Bid Package 7B.
2. Clarify the ownership of the Palos Hills Metering Station and Pump Station between the Village of Oak Lawn and the City of Palos Hills. This clarification will increase the likelihood of the Regional Water System to receive an IEPA loan for Bid Package 8 (Palos Hills Spur).
3. Better define requirements of backflow devices for the customer communities for approved emergencies.

The proposed changes have been vetted through our City attorney and advice was given to move forward.

ACTION REQUESTED

Approve ordinance with requested changes to the existing agreement between the City of Oak Forest and Village of Oak Lawn.

CITY OF OAK FOREST

ORDINANCE NO. 2023-06-09780

**ORDINANCE APPROVING SECOND AMENDMENT TO THE REGIONAL WATER
SYSTEM WATER SALE AND PURCHASE AND SERVICE AGREEMENT BETWEEN
THE CITY OF OAK LAWN AND THE CITY OF OAK FOREST**

Passed by the City Council, June 13th, 2023

Published in pamphlet form by authority of the City Council
Of the City of Oak Forest, Cook County, Illinois,
June 13th, 2023.

**CITY OF OAK FOREST
COOK COUNTY, ILLINOIS**

I hereby certify that this document
was properly published on the date
stated above.

City Clerk

ORDINANCE NO. 2023-06-09780

**ORDINANCE APPROVING SECOND AMENDMENT TO THE REGIONAL WATER
SYSTEM WATER SALE AND PURCHASE AND SERVICE AGREEMENT BETWEEN
THE CITY OF OAK LAWN AND THE CITY OF OAK FOREST**

WHEREAS, the City of Oak Forest, Cook County, Illinois on the 24th day of June 2014, adopted Ordinance No.2014-06-04990 (the "*Ordinance*"), authorizing the execution and delivery of a "Water Sale, Purchase and Service Agreement Between the Village of Oak Lawn, Illinois and Certain of Its Municipal Customers," dated August 1, 2014 (the "*Agreement*"); and

WHEREAS, the City on the 27th, day of October 2020, adopted Ordinance No.2020-10-08080 authorizing the First Amendment to the Water Sale, Purchase and Service Agreement between the City and the Southwest System Customers; and

WHEREAS, the Mayor and City Council (the "*Corporate Authorities*") have determined and do hereby determine that it is necessary and in the best interests of the City that certain provisions of the Agreement be further amended and that such amendment and said Agreement so amended be authorized to be executed and delivered as herein provided; and

WHEREAS, the form of the Second Amendment to the Water Sale, Purchase and Service Agreement between the City and the Southwest System Customers (the "*Southwest System Second Amendment*") has been presented to the Corporate Authorities and is attached hereto as *Attachment A*;

Now, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF OAK FOREST, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Incorporation of Preambles. The findings and determinations set forth in the preambles to this Ordinance are hereby made findings and determinations of the Corporate Authorities of the City and are incorporated into the body of this Ordinance by reference.

Section 2. Ratification, Approval and Incorporation of Amendment. The Agreement as approved by the Ordinance is hereby ratified, confirmed, and approved, subject to the Southwest System Second Amendment as hereby approved (the "*Amended Southwest System Agreement*"). The City is authorized pursuant to this Ordinance to be bound by the terms and conditions of the Southwest System Second Amendment. The Southwest System First and Second Amendment and the Agreement shall be read together as one document. The City Clerk is hereby authorized to replace the provisions of the Agreement with the amendments as approved herein.

Section 3. Execution. By this Ordinance, the Mayor of the City is hereby authorized and directed to execute and deliver and the City Clerk is hereby authorized to attest and seal the Southwest System Second Amendment and the Amended Southwest System Agreement.

Section 4. Publication. A full, true and complete copy of this Ordinance shall be published within ten days after passage in pamphlet form by authority of the Corporate Authorities.

Section 5. Severability; Superseder. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance. All ordinances, resolutions and orders, or parts thereof, in conflict with this Ordinance are hereby superseded to the extent of such conflict and as further provided in the Agreement as amended.

Section 6. Effective Date. This Ordinance shall be in full force and effect immediately upon its adoption, approval, and publication in pamphlet form, as provided by law.

ORDINANCE NO. 2023-06-09780

**Approved by me this
13th, Day of June 2023**

Henry L. Kuspa, Mayor

ATTEST:

**Nicole Tormey
City Clerk**

Aldermen	Aye	Nay	Abstain	Absent
Kenneth Keeler First Ward				
Joseph McCarthy Second Ward				
Charles Wolf Third Ward				
Paul Selman Fourth Ward				
James Emmett Fifth Ward				
James Hortsman Sixth Ward				
Denise Danihel Seventh Ward				
Henry L. Kuspa Mayor				



Village of Oak Lawn

9446 S. Raymond Avenue, Oak Lawn, IL 60453

April 20, 2023

To: Oak Lawn Regional Water System Community

From: Village of Oak Lawn

Re: Changes to the Conforming Agreement:

Attached for your Corporate Board consideration, and if approved, a request for official signature, is a document which includes specific changes to the First Amendment to the Regional Water System Water Sale, Purchase and Service Agreement Between the Village of Oak Lawn, Illinois, and Certain of its Municipal Customers (“Conforming Agreement”). The changes to the “Conforming Agreement” do not have a financial impact to the communities’ party to the Agreement. In summary the changes include the following.

1. Change the ownership of the water transmission line and related appurtenances of the Orland Park Spur Two from the Village of Orland Park to the Village of Oak Lawn. The change in ownership is required by the IEPA to approve their loan for this project or otherwise known as Bid Package 7B.
2. Clarify the ownership of the Palos Hills Metering Station and Pump Station between the Village of Oak Lawn and the City of Palos Hills. This clarification will increase the likelihood of the Regional Water System to receive an IEPA loan for Bid Package 8 (Palos Hills Spur)
3. Better define requirements of backflow devices for the customer communities for approved emergencies.

Representatives from the Oak Lawn Regional Water System are willing to attend local Board Meetings to provide more background and explain these changes in detail. Local Boards need to approve these changes to the Conforming Agreement

by June 30, 2023. Once all Boards have approved, the changes will be updated and incorporated in a complete and amended “Conforming Agreement”

Tom Phelan
Village Manager

Jerry Dillon
Assistant Village Manager

Bill Meyer
Public Works Director

Adam Metz
Finance Director

John Spatz
RWS Consultant

**SECOND AMENDMENT TO THE
•REGIONAL WATER SYSTEM•
WATER SALE, PURCHASE AND SERVICE AGREEMENT
BETWEEN THE VILLAGE OF OAK LAWN, ILLINOIS AND
CERTAIN OF ITS MUNICIPAL CUSTOMERS**

This Second Amendment to the Water Sale, Purchase and Service Agreement (this "*Amendment*") made and entered into as of the Effective Date defined below, by and between the VILLAGE OF OAK LAWN, COOK COUNTY, ILLINOIS, an Illinois municipal corporation and home rule unit duly organized and existing under the laws of the State of Illinois ("*Oak Lawn*"), and each of the following units of local government:

VILLAGE OF MOKENA
VILLAGE OF NEW LENOX
CITY OF OAK FOREST

VILLAGE OF ORLAND PARK
VILLAGE OF TINLEY PARK

(the "*Southwest System Customers*"), and all of Oak Lawn and the named municipalities referred to collectively as the "*Parties*" and each individually as a "*Party*."

WITNESSETH:

PREAMBLES

A. The Parties have entered into that certain Water Sale, Purchase and Service Agreement dated as of August 1, 2014 and as amended on November 1, 2020 (the "*Agreement*"). All terms not defined herein shall be assigned the definitions as set forth in the Agreement.

B. In order to proceed with financing the 2013 Regional System Improvements, and specifically Bid Package 7B, through the State of Illinois Environmental Protection Agency ("IEPA"), IEPA requires that Oak Lawn retain ownership of the Orland Park Spur Two.

C. The Parties want to update ownership of the Palos Hills Metering and Pump Station, specifically as it relates to Bid Package 8.

D. The Parties want to update Orland Park's approved bypass system, for emergency use only.

E. The Parties now desire to amend the Agreement on the terms and conditions set forth herein.

F. The Parties have each, respectively, duly authorized their respective Presidents or Mayors to sign, and their Municipal Clerks to attest, this Amendment and a Second Amended and Restated Agreement.

NOW, THEREFORE, in consideration of the foregoing, the mutual covenants and undertakings contained herein, and other valuable consideration the receipt and sufficiency of which is hereby acknowledged by the undersigned, the Parties hereby agree as follows:

Section 1. Recitals and Definitions.

A. *Recitals.* The above paragraphs and recitals are hereby incorporated by reference, as if set forth within this Section 1.

B. *Definitions.* Unless otherwise defined in this Amendment, capitalized terms used herein shall have the respective meanings assigned to such terms in the Agreement.

Section 2. Amendment to Agreement.

A. The Agreement is hereby modified and amended to reflect the terms hereof; and wherever reference is made to the Agreement, such reference shall be deemed to refer to the Agreement as modified and amended by this Amendment.

B. Paragraph Q. of the Preambles to the Agreement, is hereby amended to read as follows:

Except as expressly provided or required by the terms of this Agreement, nothing in this Agreement is intended to cause or result in relinquishment of ownership or change in use by Oak Lawn in any part of the Oak Lawn Retail Water System or Oak Lawn Regional Water System or to cause or result in the relinquishment of ownership or change in use by any Municipal Customer in any part of its respective Municipal Customer Water System; *provided, however,* that Oak Lawn expressly acknowledges (1) the use of an existing transmission main, beginning at 146th Street and Central Avenue and ending at the existing Point of Delivery to Orland Park (the "*Orland Spur One Main*") which is owned by Orland Park, and (2) the requirement that the Oak Lawn Regional Water System maintain said main in accordance with Section 11.C of this Agreement.

C. The definition of "Orland Spur Two Main" in Section 1.B. of the Agreement, is hereby amended to read as follows:

"Orland Spur Two Main" means a new transmission main that begins at 151st Street and the ComEd Corridor west of Harlem Avenue and ends at the existing Point of Delivery to Orland Park and is located in right-of-way other than 151st Street.

D. Section 10.B. of the Agreement, is hereby amended to read as follows:

Oak Lawn Ownership. The ownership of the Oak Lawn Regional Water System including all System Projects is and shall be vested in Oak Lawn (except for the Orland Spur One, which shall be owned by Orland Park) and responsibility for the maintenance and repair of the Oak Lawn Regional Water System shall be solely that of Oak Lawn.

E. Section 11.D. of the Agreement is hereby amended to read as follows [with Section 11.D(3) to be deleted in its entirety]:

(1) *Construction of the Orland Spur Two Main.* As part of the 2013 Regional Water System Improvements, Oak Lawn will design, construct and install the Orland Spur Two Main, the cost of which will be borne and paid for by Orland Park as part of Orland Park's share of the Capital Costs and Charges. The Orland Spur Two Main shall be designed and constructed in accordance with Oak Lawn's specifications, including but not limited to the flow meter configuration and the corrosion control system. (2) *Alternate Pipe Size Election.* Oak Lawn shall include alternate bid items in the bid package for the Orland Spur Two Main for alternate pipe sizes for the Main that are larger than 24-inches in diameter as requested by Orland Park. Oak Lawn shall notify Orland Park of the prices received for the alternate pipe sizes; in the event that Orland Park notifies Oak Lawn that Orland Park elects to have the Main be constructed in one of the alternate pipe sizes, Oak Lawn shall include the alternate pipe size elected by Orland Park in the contract for that bid package. Oak Lawn shall include the additional cost of construction of the Main resulting from the election of the alternate pipe size in the relevant bid package which shall be financed by the issuance of New Series Bonds. Orland Park shall be allocated that portion of the bid package attributable to the additional cost of the alternate pipe size and shall be directly billed for a pro-rata percentage of the debt service due on the New Series Bonds issued for said bid package.

F. Section 11.E. is hereby amended to read as follows:

E. *Palos Hills Connection and Metering Station Portion of the Pump Station Building.* As part of the 2013 Regional Water System Improvements, Oak Lawn will design, construct and install the Palos Hills Connection and a new metering station, the cost of which will be borne and paid for by Palos Hills as part of Palos Hills' share of the Capital Costs and Charges up to the amount of \$2,666,670. Oak Lawn shall include any costs in excess

\$2,666,670 for the construction of the Connection and Metering Station in Bid Package 8 which shall be financed by the issuance of New Series Bonds. Palos Hills shall be allocated that portion of Bid Package 8 in excess \$2,666,670 and shall be directly billed for a pro-rata percentage of the debt service due on the New Series Bonds issued for Bid Package 8. A Pump Station Building, of which the Metering Station shall be a part, shall be funded, designed, and constructed by Palos Hills separate from this Bid Package. Oak Lawn and Palos Hills shall cooperate with one another with respect to their funding, design, and construction obligations hereunder so as to maximize project efficiency and minimize conflicts and costs. Oak Lawn shall retain ownership to the piping and all appurtenances to the downstream flange of the first valve after the flow meter and Palos Hills shall grant Oak Lawn right of access to the Pump Station Building for the purpose of maintaining said piping and appurtenances. The Pump Station Building, including Metering Station, will be owned by Palos Hills and such ownership shall continue to be held by Palos Hills, and Oak Lawn shall have no right or obligation to operate, use or maintain the Pump Station Building except for said piping and appurtenances described herein. Palos Hills shall be named as the owner on any permit or easement related to the Pump Station Building.

G. Section 14 is hereby amended to read as follows:

Section 14. Air Gap. Each Municipal Customer shall install and maintain an Oak Lawn approved backflow prevention device immediately downstream of the Point of Delivery. Such device (or devices) shall take the form of an air gap or approved bypass system (for emergency use only). Air gap based backflow prevention shall provide a minimum of six (6) inches between the highest possible receiving water level in the Municipal Customer's Water System and the point of discharge to the air gap. Approved bypass system (for approved emergency use only) shall provide suitable provisions for backflow prevention, isolation, flow control, RWS remove control and monitoring, and standard operating procedure to prevent risk of contamination at the Point of Delivery. No water utilization equipment, service connections, etc. shall be connected to the Municipal Customer's Water System between the Point of Delivery and the Oak Lawn approved backflow prevention device.

H. Exhibit I, Paragraph 1 is hereby amended to read as follows:

- I. Orland Park – Remove the direct connection between the discharge header of the pumping units located at the Orland Park Pumping and Storage Complex and the 36-inch Chicago Water supply line from Oak Lawn just downstream of the Point of Delivery and immediately upstream of their weir structure air gap. An approved bypass system (for emergency use only) shall be considered to provide

suitable provisions for backflow prevention, isolation, flow control, RWS remote control and monitoring, and standard operating procedure to prevent risk of contamination at the Point of Delivery. The closest isolation valve in the approved bypass system to the water supply shall be owned, monitored, and controlled by RWS during approved emergency use.

Section 3. Effectiveness.

A. This Amendment shall become binding upon the Parties upon (1) execution and delivery by Oak Lawn and the other Parties hereto of counterparts of this Amendment (2) execution and delivery by Oak Lawn and each of the North System Customers (as defined in the Agreement) of counterparts of the Second Amendment to the Water Sale, Purchase and Service Agreement by and between Oak Lawn and the North System Customers. Provided such conditions have been met, the Effective Date of this Amendment shall be the first day of the month following the completion of the actions set forth in clauses (1) and (2) herein.

B. The Parties hereby consent to the terms, provisions and conditions of this Amendment and hereby ratify, confirm and approve the Agreement, as modified and amended herein, and acknowledge that the Agreement, as modified and amended herein, shall remain in full force and effect.

C. It is the express intention and agreement of the Parties that the modification and amendment of the Agreement is not intended or to be construed as an extinguishment, revocation, satisfaction or discharge of any of the liabilities or obligations under the Agreement.

Section 4. Miscellaneous.

A. Should any part, term or provision of this Amendment be determined by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining portions or provisions shall not be affected thereby.

B. This Amendment shall be governed by and construed in accordance with the laws of the State of Illinois, without giving effect to its principles of conflict of laws.

C. This Amendment may be executed in any number of counterparts, each of which shall be executed by Oak Lawn and the other Parties and all of which shall be regarded for all purposes as one original and shall constitute and be but one and the same.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, Oak Lawn and each of the Southwest System Customers have caused their respective corporate seals to be hereunto affixed and attested and these presents to be signed by their respective officers.

SOUTHWEST SYSTEM CUSTOMERS:

VILLAGE OF MOKENA

By: _____
Its: Village President

ATTESTED:

Municipal Clerk

[SEAL]

DATED: _____, 2023

VILLAGE OF NEW LENOX

By: _____
Its: Village President

ATTESTED:

Municipal Clerk

[SEAL]

DATED: _____, 2023

CITY OF OAK FOREST

By: H. J. Kump
Its: Mayor

ATTESTED:

 Nicole Sermey
Municipal Clerk

[SEAL]

DATED: May 9 , 2023

VILLAGE OF ORLAND PARK

By: _____
Its: Village President

ATTESTED:

Municipal Clerk

[SEAL]

DATED: _____, 2023

VILLAGE OF TINLEY PARK

By: _____
Its: Village President

ATTESTED:

Municipal Clerk

[SEAL]

DATED: _____, 2023

OAK LAWN:

VILLAGE OF OAK LAWN

By: _____
Its: Village President

ATTESTED:

Municipal Clerk

[SEAL]

DATED: _____, 2023



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: JUNE 13TH, 2023
TO: MAYOR HENRY L. KUSPA AND OAK FOREST CITY COUNCIL
FROM: CITY ADMINISTRATOR TIMOTHY J. KRISTIN
SUBJECT: APPROVAL OF ORDINANCE # 2023-06-09790 APPROVING REGULATIONS FOR RAFFLES IN THE CITY OF OAK FOREST

Subject:

The City currently has no provisions in the municipal code regulating raffles in the City of Oak Forest. Frequent inquiries from random individuals and groups are directed to city staff regarding raffles. Illinois State Statute regulates Raffles and Poker Runs in Chapter 230 ILCS 15. Section (2) subsection (a) require a raffle license applicant through the state of Illinois to first be licensed by the governing body of the municipality with jurisdiction over the key location. Systems will be put in place for the application for a raffle license and reporting of City licensed raffles to be maintained by the City Clerk's office.

Action Requested:

Approve Ordinance #2023-06-097790.

CITY OF OAK FOREST

ORDINANCE NO. 2023-06-09790

**ORDINANCE APPROVING REGULATIONS FOR RAFFLES IN THE CITY OF OAK
FOREST**

Passed by the City Council, June 13th, 2023

Published in pamphlet form by authority of the City Council
of the City of Oak Forest, Cook County, Illinois,
This 13th day of June 2023

**CITY OF OAK FOREST
COOK COUNTY, ILLINOIS**

I hereby certify that this document
was properly published on the date
stated above.

City Clerk

ORDINANCE NO. 2023-06-09790

WHEREAS, the City of Oak Forest (the "City") is an Illinois home rule municipality, having all of the powers and authority granted to such municipalities pursuant to Article VII, Section 6 of the Illinois Constitution of 1970, including the right to exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, the Corporate Authorities have determined that it is in the best interest of the welfare and safety of its residents that the conduct of raffles within the City of Oak Forest be licensed and regulated; and

WHEREAS, Illinois "Raffles and Poker Runs Act", 230 ILCS par. 15/0.01 et seq. (2014) as amended hereinafter called the 'Raffles Act", authorizes the governing body of any county or municipality within the State of Illinois to establish a system of licensing of raffles; and

WHEREAS, The City Council believes it is in the best interest of Oak Forest to adopt reasonable regulations to the City of Oak Forest Municipal Code to include provisions for the City licensing of Raffles pursuant to said state statute.

NOW, THEREFORE, PURSUANT TO AND IN RELIANCE UPON ITS POWER AND AUTHORITY AS A HOME RULE COMMUNITY, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF OAK FOREST, ILLINOIS AS FOLLOWS:

RAFFLES

114.079 TITLE

This subchapter shall be known and may be cited as "Raffles Ordinance of the City of Oak Forest"

SECTIONS:

114.080: Definitions

114.081: Licensing Limitations

114.082: License-Application-Restrictions

114.083 Ineligibility

114.084: Conduct of Raffles

114.085: Records and Reports

114.086: Raffles Administrator Bond

114.087: Political Committees

114.088: Penalty

114.080: DEFINITIONS:

For the purpose of this Chapter, the following words and phrases shall have the meanings hereby given them:

BUSINESS: A voluntary organization composed of individuals and businesses who have joined together to advance the commercial, financial, industrial and civic interests of the City.

CHARITABLE: An organization or institution organized and operated to benefit an indefinite number of the public. The service rendered to those eligible for benefits must also confer some benefit on the public.

EDUCATIONAL: An organization or institution organized and operated to provide systematic instruction in useful branches of learning by methods common to schools and institutions of learning which compare favorably in their scope and intensity with the course of study presented in tax-supported schools.

FRATERNAL: An organization of persons having a common interest, the primary interest of which is to both promote the welfare of its members and to provide assistance to the general public in such a way as to lessen the burdens of government by caring for those that otherwise would be cared for by the government.

KEY LOCATION: The physical location within the City's corporate boundaries where the raffle drawing is conducted.

LABOR: An organization composed of workers organized with the objective of betterment of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective occupations.

LAW ENFORCEMENT AGENCY: An agency of this state or a unit of local government in this state that is vested by law or ordinance with the duty to maintain public order and to enforce criminal laws or ordinances.

NET PROCEEDS: The gross receipts from the conduct of raffles, less reasonable sums expended for prizes, local license fees and other reasonable operating expenses incurred as a result of operating a raffle.

NON-PROFIT: An organization or institution organized and conducted on a not-for-profit basis with no personal profit inuring to anyone as a result of the operation.

RAFFLE: A form of lottery, as defined in Section 28-2(b) of the "Criminal Code of 1961," conducted by an organization licensed under this Chapter, in which:

(1) The player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances is to be designated the winning chance;

and

(2) The winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

RELIGIOUS: Any church, congregation, society or organization founded for the purpose of religious worship.

SPONSORING ORGANIZATION: One of the eligible organizations defined in the Act that may receive a City-approved raffle license and consisting of: Non-profit organizations or institutions, charitable organizations or institutions, educational organizations or institutions, religious congregations, societies and organizations, fraternal organizations, veterans organizations or associations, and law enforcement agencies and associations that represent law enforcement agencies.

THIRD-PARTY RAFFLE OPERATOR/VENDOR: A person, company, corporation or organization who contracts with and acts at the direction of and under the supervision of the sponsoring organization, to provide bona fide services to the sponsoring organization in connection with the operation of a raffle and may receive reasonable compensation from the sponsoring organization for such services as provided for in the Illinois Raffles Act (See, 230 ILCS 15/4)(a)(2)). Such services include the following: (a)

advertising, marketing and promotion; (b) legal; (c) procurement of goods, prizes, wares and merchandise for the purpose of operating the raffle; (d) rent, if the premises upon which the raffle will be held is rented; (e) accounting, auditing and bookkeeping; (f) website hosting; (g) mailing and delivery; (h) banking and payment processing; and (i) other services relating to the operation of the raffle.

VETERANS: An organization or association comprised of members of which substantially all are individuals who are veterans or spouses, widows, or widowers of veterans, the primary purpose of which is to promote the welfare of its members and to provide assistance to the general public in such a way as to confer a public benefit.

CITY: The City of Oak Forest, Cook County, Illinois.

114.081: LICENSING LIMITATIONS:

Each event at which a raffle or raffles are to be conducted shall have a separate raffle license issued by the City.

Limitations: The following limitations apply to raffles conducted within the City.

A. LOCATION. Sales of raffle chances shall be only at locations designated in the license application and which are within the borders of the State of Illinois.

B. ELIGIBILITY FOR LICENSE. Licenses shall be issued only to bona fide religious, charitable, labor, business, fraternal, educational or veterans organizations that operate without profit to their members and which have been in existence continuously for a period of five (5) years immediately before making application for a license and which have had during that entire five-year period a bona fide membership engaged in carrying out their objectives, or to a non-profit fundraising organization that the City determines is organized for the sole purpose of providing financial assistance to an identified individual or group suffering extreme financial hardship as the result of an illness, disability, accident or disaster, as well as law enforcement agencies and associations that represent law enforcement officials.

C. DURATION OF LICENSE. Licenses shall permit the applicant to issue or sell raffle chances only for those dates stated in the license application, but in no event shall the period of sales exceed one (1) year. Each license is valid for not more than one (1) raffle per week during any one-year period.

D. MAXIMUM VALUE OF PRIZES.

(1) The aggregate retail value of all prizes or merchandise awarded by a licensee in a single raffle shall not exceed five hundred thousand (\$500,000.00) dollars. For any raffle that has the potential for jackpots or roll over jackpots (e.g., Queen of Hearts raffles) to exceed maximum aggregate retail value of all prizes or merchandise awarded restriction, the applicant or the third party raffle operator/vendor shall award only a jackpot or jackpots or prizes or merchandise that meets the above dollar amount restriction. The applicant or the third party raffle operator/vendor shall not sell raffle chances in an amount that would cause the jackpot or roll over jackpot or prizes or merchandise to exceed the above dollar amount restriction.

(2) The retail value of each individual prize awarded by a licensee in a single raffle shall not exceed two hundred fifty thousand (\$250,000.00) dollars. For any raffle that has the potential for jackpots or roll over jackpots (e.g., Queen of Hearts raffles) to exceed the maximum retail value of each jackpot, roll over jackpot or prize awarded restriction, the applicant or the third party raffle operator/vendor shall award only a jackpot, a roll over jackpot or a prize that meets the above dollar amount restriction. The applicant or the third party raffle operator/vendor shall not sell raffle chances in an amount that would cause the jackpot or roll over jackpot or prize to exceed the maximum dollar amount restriction.

E. PRICE OF CHANCES. The price charged for each raffle chance sold or issued shall not exceed two hundred fifty (\$250.00) dollars.

114.082: LICENSE-APPLICATION-RESTRICTIONS:

A. No person, firm or corporation shall conduct a raffle without having first obtained a license therefor pursuant to this Chapter.

B. Each application for a license shall be in writing upon forms provided by the City and shall contain, at minimum, the following:

- (1) Name and address of individual making application;
- (2) Name and address of organization applying for a license;
- (3) Approximate number of members of the organization that reside in the City and the length of existence of the organization;
- (4) Name and address of the raffle Administrator;
- (5) The location(s) at which raffle chances are to be sold or issued;
- (6) The time period during which raffle chances will be sold or issued;
- (7) The maximum number of raffle chances will be sold or issued;
- (8) The time of determination of winning chances;
- (9) The key location at which winning chances will be determined;
- (10) A sworn statement, signed by the presiding officer, and secretary if there is one, of the organization attesting to the not-for-profit character of the organization, and attesting to the fact the organization is not otherwise ineligible to receive a license;
- (11) If the applicant intends to contract with a third-party raffle operator/vendor the pertinent portions of the application shall be completed and also signed by the third-party raffle operator/vendor, which contains information regarding the role and activities of the third-party raffle operator/vendor in relative to the raffle.

The third-party operator/vendor's name, authorized representative, principal place of business, and contact information shall be disclosed;

(12) The application shall also contain sworn statements to be signed by the presiding officer and the secretary (if any) of the applicant and an authorized representative of the third-party raffle operator/vendor (if any) that certify the applicant and the third-party raffle operator/vendor agree to comply with all applicable statutes, ordinances, City Code provisions and regulations regarding the conduct of raffles; and

(13) The application completed by the applicant and the third-party operator/vendor (if any) shall be on a form prepared by the City in accordance with this section. The raffle application forms may be amended from time to time by the City Administrator of the City or the City Administrator's designee.

C. Each application for a license shall be accompanied by payment of a license fee of twenty-five (\$25.00) dollars.

D. the City Council hereby delegates the authority to approve or to deny an application to conduct a raffle to the City Administrator of the City or to the City Administrator's designee.

114.083: INELIGIBILITY:

The following are ineligible for any license under this Chapter:

A. Any person who has been convicted of a felony;

- B. Any person who is or has been a professional gambler or gambling promoter;
- C. Any person who is not of good moral character;
- D. Any firm or corporation in which a person defined in subsection (A), (B) or (C) has a proprietary, equitable or credit interest or in which such a person is active or employed;
- E. Any organization in which a person defined in subsection (A), (B) or (C) is an officer, director, or employee, whether compensated or not; and
- F. Any organization in which a person defined in subsection (A), (B) or (C) is to participate in the management or operation of a raffle.

114.084: CONDUCT OF RAFFLES:

The conducting of raffles is subject to the following restrictions:

- A. The entire net proceeds of any raffle must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game;
- B. No person except a bona fide member of the sponsoring organization may participate in the management or operation of the raffle, provided however that sponsoring organizations may contract with third parties (i.e., a third-party operator/vendor) who, acting at the direction of and under the supervision of the sponsoring organization, provide bona fide services to the sponsoring organization in connection with the operation of a raffle and may pay reasonable compensation for such services. Such services include the following: (a) advertising, marketing, and promotion; (b) legal; (c) procurement of goods, prizes, wares and merchandise for the purpose of operating the raffle; (d) rent, if the premises upon which the raffle will be held is rented; (e) accounting, auditing and bookkeeping; (f) website hosting; (g) mailing and delivery; (h) banking and payment processing; and (i) other services relating to the operation of the raffle;
- C. No person may receive any remuneration or profit for participating in the management or operation of the raffle, except for a third-party operator/vendor as provided herein;
- D. A licensee may rent a premises on which to determine the winning chance or chances in a raffle only from an organization which is also licensed under this Chapter;
- E. Raffle chances may be sold or issued only within the State of Illinois and only at the locations specified on the license, and winning chances may be determined only at the key location(s) specified on the license; and
- F. A person under the age of eighteen (18) years may participate in the conducting of raffles or chances only with the permission of a parent or guardian. A person under the age of eighteen (18) years may be within the area where winning chances are being determined only when accompanied by his or her parent or guardian.

114.085: RECORDS AND REPORTS:

- A. Each organization licensed to conduct raffles shall keep records of its gross receipts, expenses and net proceeds for each single gathering or occasion at which winning chances are determined. All deductions from gross receipts for each single gathering or occasion shall be documented with receipts or other records indicating the amount, a description of the purchased item or service or other reason for the deduction, and the recipient. The distribution of net proceeds shall be itemized as to payee, purpose, amount and date of payment.
- B. Gross receipts from the operation of raffles programs shall be segregated from other revenues of the organization, including bingo gross receipts, if bingo games are also conducted by the same non-profit organization pursuant to license therefore issued by the Department of Revenue of the State of Illinois,

and placed in a separate account. Each organization should have separate records for its raffles. The person who accounts for gross receipts, expenses and net proceeds from the operation of raffles should not be the same person who accounts for other revenues of the organization.

C. Each organization licensed to conduct raffles shall report monthly to its membership, and to the City its gross receipts, expenses and net proceeds from raffles, and the distribution of net proceeds itemized as required by this Section.

D. Records required by this Section shall be preserved for three (3) years, and organizations shall make available for public inspection at reasonable times and places their records relating to operation of raffles.

114.086: RAFFLES ADMINISTRATOR BOND:

All operation of and the conduct of raffles shall be under the supervision of a single raffles Administrator designated by the organization, including supervision of any third-party operator/vendor. The Administrator shall give a fidelity bond in an amount determined by the licensing authority in favor of the organization conditioned upon his honesty in the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the licensing authority not less than thirty (30) days prior to its cancellation. The City Council may waive this bond requirement by including a waiver provision in the license issued to an organization under this Act, provided that a license containing such waiver provision shall be granted only by unanimous vote of the members of the licensed organization.

114.087: POLITICAL COMMITTEES:

Any political committee shall obtain a license from the Illinois State Board of Elections and fully comply with 230 ILCS 15/8.1 of the Illinois Raffles and Poker Runs Act as well as comply with all of the requirements of this Chapter.

114.088: PENALTY:

Any person, firm, corporation or entity who violates, disobeys, omits, neglects, refuses to comply with or who resists enforcement of any of the provisions of this Chapter, shall upon conviction be fined \$250.00 for each offense.

Effective Date.

June 13th, 2023

ORDINANCE NO. 2023-06-09790

Approved by me this day of June 13th, 2023.

Henry L. Kuspa, Mayor

ATTEST:

**Nicole Tormey
City Clerk**

Aldermen	Aye	Nay	Abstain	Absent
Kenneth Keeler First Ward				
Joseph McCarthy Second Ward				
Charles Wolf Third Ward				
Paul Selman Fourth Ward				
James Emmett Fifth Ward				
James Hortsman Sixth Ward				
Denise Danihel Seventh Ward				
Henry L. Kuspa Mayor				



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GAMING

(230 ILCS 15/) Raffles and Poker Runs Act.

Search By Keyword

(230 ILCS 15/0.01) (from Ch. 85, par. 2300)

Sec. 0.01. Short title. This Act may be cited as the Raffles and Poker Runs Act.

(Source: P.A. 98-644, eff. 6-10-14; 99-405, eff. 8-19-15.)

[Search Tips](#)

(230 ILCS 15/1) (from Ch. 85, par. 2301)

Sec. 1. Definitions. For the purposes of this Act the terms defined in this Section have the meanings given them.

"Fire protection agency" means: (1) an agency of this State, unit of local government, or intergovernmental mutual aid entity that is vested by law or intergovernmental agreement with the duty and authority to provide public fire suppression, rescue, or emergency medical services; or (2) an organization that provides support or assistance to an agency of this State, unit of local government, or intergovernmental mutual aid entity that is vested by law or intergovernmental agreement with the duty and authority to provide public fire suppression, rescue, or emergency medical services.

"Key location" means:

(1) For a poker run, the location where the poker run concludes and the prizes are awarded.

(2) For a raffle, the location where the winning chances in the raffle are determined.

"Law enforcement agency" means an agency of this State or a unit of local government in this State that is vested by law or ordinance with the duty to maintain public order and to enforce criminal laws or ordinances.

"Net proceeds" means the gross receipts from the conduct of raffles, less reasonable sums expended for prizes, local license fees and other operating expenses incurred as a result of operating a raffle or poker run.

"Poker run" means a prize-awarding event organized by an organization licensed under this Act in which participants travel to multiple predetermined locations, including a key location, to play a randomized game based on an element of chance. "Poker run" includes dice runs, marble runs, or other events where the objective is to build the best hand or highest score by obtaining an item or playing a randomized game at each



location.

"Raffle" means a form of lottery, as defined in subsection (b) of Section 28-2 of the Criminal Code of 2012, conducted by an organization licensed under this Act, in which:

(1) the player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances is to be designated the winning chance; and

(2) the winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

"Raffle" does not include any game designed to simulate: (1) gambling games as defined in the Illinois Gambling Act, (2) any casino game approved for play by the Illinois Gaming Board, (3) any games provided by a video gaming terminal, as defined in the Video Gaming Act, or (4) a savings promotion raffle authorized under Section 5g of the Illinois Banking Act, Section 7008 of the Savings Bank Act, Section 42.7 of the Illinois Credit Union Act, Section 5136B of the National Bank Act, or Section 4 of the Home Owners' Loan Act.

(Source: P.A. 101-109, eff. 7-19-19; 102-558, eff. 8-20-21; 102-689, eff. 12-17-21.)

(230 ILCS 15/2) (from Ch. 85, par. 2302)

Sec. 2. Licensing.

(a) The governing body of any county or municipality within this State may establish a system for the licensing of organizations to operate raffles. The governing bodies of a county and one or more municipalities may, pursuant to a written contract, jointly establish a system for the licensing of organizations to operate raffles within any area of contiguous territory not contained within the corporate limits of a municipality which is not a party to such contract. The governing bodies of two or more adjacent counties or two or more adjacent municipalities located within a county may, pursuant to a written contract, jointly establish a system for the licensing of organizations to operate raffles within the corporate limits of such counties or municipalities. The licensing authority may establish special categories of licenses and promulgate rules relating to the various categories. The licensing system shall provide for limitations upon (1) the aggregate retail value of all prizes or merchandise awarded by a licensee in a single raffle, if any, (2) the maximum retail value of each prize awarded by a licensee in a single raffle, if any, (3) the maximum price which may be charged for each raffle chance issued or sold, if any, and (4) the maximum number of days during which chances may be issued or sold, if any. The licensing system may include a fee for each license in an amount to be determined by the local governing body. Licenses issued pursuant to this Act shall be valid for one raffle or for a specified number of raffles to be conducted during a specified period not to exceed one year and may be suspended or revoked for any violation of this Act. A local governing body shall act on a license application within 30 days from the date of application. A county or municipality may adopt rules or ordinances for the operation of raffles that are consistent with this Act. Raffles shall be licensed by the governing body of the municipality with jurisdiction over the key location or, if no municipality has jurisdiction over the key location, then by the governing body of the county with jurisdiction over the key location. A license

shall authorize the holder of such license to sell raffle chances throughout the State, including beyond the borders of the licensing municipality or county.

(a-5) The governing body of Cook County may and any other county within this State shall establish a system for the licensing of organizations to operate poker runs. The governing bodies of 2 or more adjacent counties may, pursuant to a written contract, jointly establish a system for the licensing of organizations to operate poker runs within the corporate limits of such counties. The licensing authority may establish special categories of licenses and adopt rules relating to the various categories. The licensing system may include a fee not to exceed \$25 for each license. Licenses issued pursuant to this Act shall be valid for one poker run or for a specified number of poker runs to be conducted during a specified period not to exceed one year and may be suspended or revoked for any violation of this Act. A local governing body shall act on a license application within 30 days after the date of application.

(b) Raffle licenses shall be issued only: (1) to bona fide religious, charitable, labor, business, fraternal, educational, veterans', or other bona fide not-for-profit organizations that operate without profit to their members and which have been in existence continuously for a period of 5 years immediately before making application for a raffle license and which have during that entire 5-year period been engaged in carrying out their objects, (2) to a non-profit fundraising organization that the licensing authority determines is organized for the sole purpose of providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident, or disaster, (3) to any law enforcement agencies and associations that represent law enforcement officials, or (4) to any fire protection agencies and associations that represent fire protection officials. Poker run licenses shall be issued only to bona fide religious, charitable, labor, business, fraternal, educational, veterans', or other bona fide not-for-profit organizations that operate without profit to their members and which have been in existence continuously for a period of 5 years immediately before making application for a poker run license and which have during that entire 5-year period been engaged in carrying out their objects. Licenses for poker runs shall be issued for the following purposes: (i) providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident, or disaster or (ii) to maintain the financial stability of the organization. A licensing authority may waive the 5-year requirement under this subsection (b) for a bona fide religious, charitable, labor, business, fraternal, educational, or veterans' organization that applies for a license to conduct a raffle or a poker run if the organization is a local organization that is affiliated with and chartered by a national or State organization that meets the 5-year requirement.

For purposes of this Act, the following definitions apply. Non-profit: An organization or institution organized and conducted on a not-for-profit basis with no personal profit inuring to any one as a result of the operation. Charitable: An organization or institution organized and operated to benefit an indefinite number of the public. The service rendered to those eligible for benefits must also confer some benefit on the public. Educational: An organization or institution organized and operated to provide systematic instruction in useful branches of learning by methods common to schools and institutions of learning which compare favorably in their scope and intensity with the course of study presented in tax-

supported schools. Religious: Any church, congregation, society, or organization founded for the purpose of religious worship. Fraternal: An organization of persons having a common interest, the primary interest of which is to both promote the welfare of its members and to provide assistance to the general public in such a way as to lessen the burdens of government by caring for those that otherwise would be cared for by the government. Veterans: An organization or association comprised of members of which substantially all are individuals who are veterans or spouses, widows, or widowers of veterans, the primary purpose of which is to promote the welfare of its members and to provide assistance to the general public in such a way as to confer a public benefit. Labor: An organization composed of workers organized with the objective of betterment of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective occupations. Business: A voluntary organization composed of individuals and businesses who have joined together to advance the commercial, financial, industrial and civic interests of a community. (Source: P.A. 101-109, eff. 7-19-19; 101-360, eff. 1-1-20; 102-558, eff. 8-20-21; 102-689, eff. 12-17-21.)

(230 ILCS 15/3) (from Ch. 85, par. 2303)

Sec. 3. License; application; issuance; restrictions; persons ineligible. Licenses issued by the governing body of any county or municipality are subject to the following restrictions:

(1) No person, firm, or corporation shall conduct raffles or chances or poker runs without having first obtained a license therefor pursuant to this Act.

(2) The license and application for license must specify the location or locations at which winning chances in the raffle will be determined, the time period during which raffle chances will be sold or issued or a poker run will be conducted, the time or times of determination of winning chances, and the location or locations at which winning chances will be determined.

(3) The license application must contain a sworn statement attesting to the not-for-profit character of the prospective licensee organization, signed by the presiding officer and the secretary of that organization.

(4) The application for license shall be prepared in accordance with the ordinance of the local governmental unit.

(5) A license authorizes the licensee to conduct raffles or poker runs as defined in this Act.

The following are ineligible for any license under this Act:

(a) any person whose felony conviction will impair the person's ability to engage in the licensed position;

(b) any person who is or has been a professional gambler or professional gambling promoter;

(c) any person who is not of good moral character;

(d) any organization in which a person defined in item (a), (b), or (c) has a proprietary, equitable, or credit interest, or in which such a person is active or employed;

(e) any organization in which a person defined in item (a), (b), or (c) is an officer, director, or employee, whether compensated or not; and

(f) any organization in which a person defined in item (a), (b), or (c) is to participate in the management or operation of a raffle as defined in this Act.

(Source: P.A. 101-109, eff. 7-19-19; 102-558, eff. 8-20-21.)

(230 ILCS 15/3.1)

Sec. 3.1. Applicant convictions.

(a) The licensing authority shall not require applicants to report the following information and shall not consider the following criminal history records in connection with an application for licensure:

(1) Juvenile adjudications of delinquent minors as defined in Section 5-105 of the Juvenile Court Act of 1987, subject to the restrictions set forth in Section 5-130 of the Juvenile Court Act of 1987.

(2) Law enforcement records, court records, and conviction records of an individual who was 17 years old at the time of the offense and before January 1, 2014, unless the nature of the offense required the individual to be tried as an adult.

(3) Records of arrest not followed by a conviction.

(4) Convictions overturned by a higher court.

(5) Convictions or arrests that have been sealed or expunged.

(b) The licensing authority, upon a finding that an applicant for a license was previously convicted of a felony shall consider any evidence of rehabilitation and mitigating factors contained in the applicant's record, including any of the following factors and evidence, to determine if the conviction will impair the ability of the applicant to engage in the position for which a license is sought:

(1) the lack of direct relation of the offense for which the applicant was previously convicted to the duties, functions, and responsibilities of the position for which a license is sought;

(2) whether 5 years since a felony conviction or 3 years since release from confinement for the conviction, whichever is later, have passed without a subsequent conviction;

(3) if the applicant was previously licensed or employed in this State or other states or jurisdictions, then the lack of prior misconduct arising from or related to the licensed position or position of employment;

(4) the age of the person at the time of the criminal offense;

(5) successful completion of sentence and, for applicants serving a term of parole or probation, a progress report provided by the applicant's probation or parole officer that documents the applicant's compliance with conditions of supervision;

(6) evidence of the applicant's present fitness and professional character;

(7) evidence of rehabilitation or rehabilitative effort during or after incarceration, or during or after a term of supervision, including, but not limited to, a certificate of good conduct under Section 5-5.5-25 of the Unified Code of Corrections or a certificate of relief from disabilities under Section 5-5.5-10 of the Unified Code of Corrections; and

(8) any other mitigating factors that contribute to the person's potential and current ability to perform the duties and responsibilities of the position for which a license or employment is sought.

(c) If the licensing authority refuses to issue a license to an applicant, then the applicant shall be notified of the denial in writing with the following included in the notice of denial:

(1) a statement about the decision to refuse to issue a license;

(2) a list of the convictions that the licensing

authority determined will impair the applicant's ability to engage in the position for which a license is sought;

(3) a list of convictions that formed the sole or partial basis for the refusal to issue a license; and

(4) a summary of the appeal process or the earliest the applicant may reapply for a license, whichever is applicable.

(d) No later than May 1 of each year, the licensing authority must prepare, publicly announce, and publish a report of summary statistical information relating to new and renewal license applications during the preceding calendar year. Each report shall show, at a minimum:

(1) the number of applicants for a new or renewal license under this Act within the previous calendar year;

(2) the number of applicants for a new or renewal license under this Act within the previous calendar year who had any criminal conviction;

(3) the number of applicants for a new or renewal license under this Act in the previous calendar year who were granted a license;

(4) the number of applicants for a new or renewal license with a criminal conviction who were granted a license under this Act within the previous calendar year;

(5) the number of applicants for a new or renewal license under this Act within the previous calendar year who were denied a license; and

(6) the number of applicants for a new or renewal license with a criminal conviction who were denied a license under this Act in the previous calendar year in whole or in part because of a prior conviction.

(Source: P.A. 100-286, eff. 1-1-18.)

(230 ILCS 15/4) (from Ch. 85, par. 2304)

Sec. 4. Conduct of raffles and poker runs.

(a) The conducting of raffles and poker runs is subject to the following restrictions:

(1) The entire net proceeds of any raffle or poker run must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game.

(2) No person except a bona fide director, officer, employee, or member of the sponsoring organization may manage or participate in the management of the raffle or poker run. No person may receive any remuneration or profit for managing or participating in the management of the raffle or poker run. Sponsoring organizations may contract with third parties who, acting at the direction of and under the supervision of the sponsoring organization, provide bona fide services to the sponsoring organization in connection with the operation of a raffle and may pay reasonable compensation for such services. Such services include the following: (a) advertising, marketing and promotion, (b) legal, (c) procurement of goods, prizes, wares and merchandise for the purpose of operating the raffle, (d) rent, if the premises upon which the raffle will be held is rented, (e) accounting, auditing and bookkeeping, (f) website hosting, (g) mailing and delivery, (h) banking and payment processing, and (i) other services relating to the operation of the raffle.

(3) A licensee may rent a premises on which to determine the winning chance or chances in a raffle provided that the rent is not determined as a percentage of receipts or profits from the raffle.

(4) Raffle chances may be sold throughout the State,

including beyond the borders of the licensing municipality or county. Winning chances may be determined only at those locations specified on the license for a raffle.

(5) A person under the age of 18 years may participate in the conducting of raffles or chances or poker runs only with the permission of a parent or guardian. A person under the age of 18 years may be within the area where winning chances in a raffle or winning hands or scores in a poker run are being determined only when accompanied by his parent or guardian.

(b) If a lessor rents a premises where a winning chance or chances on a raffle or a winning hand or score in a poker run is determined, the lessor shall not be criminally liable if the person who uses the premises for the determining of winning chances does not hold a license issued by the governing body of any county or municipality under the provisions of this Act. (Source: P.A. 101-109, eff. 7-19-19.)

(230 ILCS 15/5) (from Ch. 85, par. 2305)

Sec. 5. Manager; bond. All management, operation, and conduct of raffles shall be under the supervision of a single manager designated by the organization. The manager shall give a fidelity bond in an amount determined by the licensing authority in favor of the organization conditioned upon his honesty in the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the licensing authority not less than 30 days prior to its cancellation. The governing body of a local unit of government may waive this bond requirement by including a waiver provision in the license issued to an organization under this Act, provided that a license containing such waiver provision shall be granted only by the affirmative vote of the requisite number of members of the licensed organization or, if the licensed organization does not have members, of members of the governing board of the organization, to constitute an affirmative action of the licensed organization. Nothing in this Section shall be deemed to apply to poker runs.

(Source: P.A. 101-109, eff. 7-19-19.)

(230 ILCS 15/6) (from Ch. 85, par. 2306)

Sec. 6. Records.

(a) Each organization licensed to conduct raffles and chances or poker run events shall keep records of its gross receipts, expenses and net proceeds for each single gathering or occasion at which winning chances in a raffle or winning hands or scores in a poker run are determined. All deductions from gross receipts for each single gathering or occasion shall be documented with receipts or other records indicating the amount, a description of the purchased item or service or other reason for the deduction, and the recipient. The distribution of net proceeds shall be itemized as to payee, purpose, amount and date of payment.

(b) Gross receipts from the operation of raffles or poker runs shall be segregated from other revenues of the organization, including bingo gross receipts, if bingo games are also conducted by the same nonprofit organization pursuant to license therefor issued by the Department of Revenue of the State of Illinois, and placed in a separate account. Each organization shall have separate records of its raffles and poker runs. The person who accounts for gross receipts, expenses and net proceeds from the operation of raffles or poker runs shall not be the same person who accounts for other revenues of the organization.

(c) Each organization licensed to conduct raffles or poker

runs shall report promptly after the conclusion of each raffle or poker run to its membership or, if the organization does not have members, to its governing board. Each organization licensed to conduct raffles shall report promptly to the licensing local unit of government its gross receipts, expenses and net proceeds from the raffle, and the distribution of net proceeds itemized as required in this Section.

(d) Records required by this Section shall be preserved for 3 years, and organizations shall make available their records relating to operation of raffles or poker runs for public inspection at reasonable times and places.

(Source: P.A. 101-109, eff. 7-19-19.)

(230 ILCS 15/7) (from Ch. 85, par. 2307)

Sec. 7. Sentence.) Violation of any provision of this Act is a Class C misdemeanor.

(Source: P.A. 81-1365.)

(230 ILCS 15/8) (from Ch. 85, par. 2308)

Sec. 8. Nothing in this Act shall be construed to authorize the conducting or operating of any gambling scheme, enterprise, activity or device other than raffles or poker runs as provided for herein.

(Source: P.A. 98-644, eff. 6-10-14.)

(230 ILCS 15/8.1) (from Ch. 85, par. 2308.1)

Sec. 8.1. Political committees.

(a) For the purposes of this Section, the terms defined in this subsection have the meanings given them.

"Net proceeds" means the gross receipts from the conduct of raffles, less reasonable sums expended for prizes, license fees, and other reasonable operating expenses incurred as a result of operating a raffle.

"Raffle" means a form of lottery, as defined in Section 28-2(b) of the Criminal Code of 2012, conducted by a political committee licensed under this Section, in which:

(1) the player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances are to be designated the winning chance; and

(2) the winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

"Unresolved claim" means a claim for a civil penalty under Sections 9-3, 9-10, and 9-23 of the Election Code which has been begun by the State Board of Elections, has been disputed by the political committee under the applicable rules of the State Board of Elections, and has not been finally decided either by the State Board of Elections, or, where application for review has been made to the courts of Illinois, remains finally undecided by the courts.

"Owes" means that a political committee has been finally determined under applicable rules of the State Board of Elections to be liable for a civil penalty under Sections 9-3, 9-10, and 9-23 of the Election Code.

(b) Licenses issued pursuant to this Section shall be valid for one raffle or for a specified number of raffles to be conducted during a specified period not to exceed one year and may be suspended or revoked for any violation of this Section. The State Board of Elections shall act on a license application

within 30 days from the date of application.

(c) Licenses issued by the State Board of Elections are subject to the following restrictions:

(1) No political committee shall conduct raffles or chances without having first obtained a license therefor pursuant to this Section.

(2) The application for license shall be prepared in accordance with regulations of the State Board of Elections and must specify the area or areas within the State in which raffle chances will be sold or issued, the time period during which raffle chances will be sold or issued, the time of determination of winning chances, and the location or locations at which winning chances will be determined.

(3) A license authorizes the licensee to conduct raffles as defined in this Section.

The following are ineligible for any license under this Section:

(i) any political committee which has an officer who has been convicted of a felony;

(ii) any political committee which has an officer who is or has been a professional gambler or gambling promoter;

(iii) any political committee which has an officer who is not of good moral character;

(iv) any political committee which has an officer who is also an officer of a firm or corporation in which a person defined in item (i), (ii), or (iii) has a proprietary, equitable, or credit interest, or in which such a person is active or employed;

(v) any political committee in which a person defined in item (i), (ii), or (iii) is an officer, director, or employee, whether compensated or not;

(vi) any political committee in which a person defined in item (i), (ii), or (iii) is to participate in the management or operation of a raffle as defined in this Section;

(vii) any committee which, at the time of its application for a license to conduct a raffle, owes the State Board of Elections any unpaid civil penalty authorized by Sections 9-3, 9-10, and 9-23 of the Election Code, or is the subject of an unresolved claim for a civil penalty under Sections 9-3, 9-10, and 9-23 of the Election Code;

(viii) any political committee which, at the time of its application to conduct a raffle, has not submitted any report or document required to be filed by Article 9 of the Election Code and such report or document is more than 10 days overdue.

(d) (1) The conducting of raffles is subject to the following restrictions:

(i) The entire net proceeds of any raffle must be exclusively devoted to the lawful purposes of the political committee permitted to conduct that game.

(ii) No person except a bona fide member of the political committee may participate in the management or operation of the raffle.

(iii) No person may receive any remuneration or profit for participating in the management or operation of the raffle.

(iv) Raffle chances may be sold or issued only within the area specified on the license and winning chances may be determined only at those locations specified on the license.

(v) A person under the age of 18 years may

participate in the conducting of raffles or chances only with the permission of a parent or guardian. A person under the age of 18 years may be within the area where winning chances are being determined only when accompanied by his or her parent or guardian.

(2) If a lessor rents a premises where a winning chance or chances on a raffle are determined, the lessor shall not be criminally liable if the person who uses the premises for the determining of winning chances does not hold a license issued under the provisions of this Section.

(e)(1) Each political committee licensed to conduct raffles and chances shall keep records of its gross receipts, expenses, and net proceeds for each single gathering or occasion at which winning chances are determined. All deductions from gross receipts for each single gathering or occasion shall be documented with receipts or other records indicating the amount, a description of the purchased item or service or other reason for the deduction, and the recipient. The distribution of net proceeds shall be itemized as to payee, purpose, amount, and date of payment.

(2) Each political committee licensed to conduct raffles shall report on the next report due to be filed under Article 9 of the Election Code its gross receipts, expenses, and net proceeds from raffles, and the distribution of net proceeds itemized as required in this subsection.

Such reports shall be included in the regular reports required of political committees by Article 9 of the Election Code.

(3) Records required by this subsection shall be preserved for 3 years, and political committees shall make available their records relating to the operation of raffles for public inspection at reasonable times and places.

(f) Violation of any provision of this Section is a Class C misdemeanor.

(g) Nothing in this Section shall be construed to authorize the conducting or operating of any gambling scheme, enterprise, activity, or device other than raffles as provided for herein.
(Source: P.A. 101-109, eff. 7-19-19; 102-558, eff. 8-20-21.)

(230 ILCS 15/9)

Sec. 9. (Repealed).

(Source: P.A. 101-360, eff. 1-1-20. Repealed by P.A. 101-109, eff. 7-19-19.)

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15440 CENTRAL AVENUE
OAK FOREST IL 60452-2104



TELEPHONE: 708-687-4050
FAX: 708-687-8817

ALL GOOD THINGS CLOSE TO HOME

www.LivingOakForest.com www.Oak-Forest.org

Instructions for applying for a Raffles or Poker Runs License

Please read the attached ordinance covering Raffles/Poker Runs Licenses

****Fill out the application form entirely. If we have difficulty reading the information provided that will slow down the processing of your application.**

****To waive the requirement for a fidelity bond:**

At a meeting of your organization, there must be a unanimous vote to waive said bond.

****If your organization has sub-groups (ie: booster club, PTA, groups for a certain project, etc.) there will have to be a raffle/poker run manager for each sub-group. On a separate sheet, provide a list of each sub-group with the manager's required information.**

--Each raffle/poker run manager will have to provide:

1. Name, address, phone number, date of birth and email address.
2. A signed background check waiver form (make copies of this form, which is the last page of the application packet, as needed)

****At the conclusion of each raffle/poker run, promptly fill out the attached "Raffles/Poker Runs Report" (make additional copies as necessary) and turn it in to the City of Oak Forest. You can drop the report off at City Hall, place it in one of the drop boxes at City Hall, mail to: City of Oak Forest, 15440 S. Central Avenue, Oak Forest, IL 60452 or email to: NTormey@Oak-forest.org**

APPLICATION #: _____
Assigned by City Clerk's office



CITY OF OAK FOREST

Application for Raffles or Poker Runs

License

Organization Information

Name _____ Address _____

Name of Presiding Officer of the Organization (first, middle initial, last)

_____ Phone Number _____

Address _____ DOB _____

_____ Email address _____

Name of Secretary of the Organization (first, middle initial, last)

_____ Phone Number _____

Address _____ DOB _____

_____ Email address _____

Name of Raffle/Poker Run Manager (first, middle initial, last)

_____ Phone Number _____

Address _____ DOB _____

_____ Email address _____

Year organization was established: _____

If incorporated, date & state of incorporation: _____

Type of not-for-profit organization

Charitable _____ Educational _____ Fraternal _____ Business _____

Labor _____ Religious _____ Veterans _____ Other _____

If "Other", specify type of not-for-profit organization & purpose of the raffle/poker run:

Raffle / Poker Run details This application is for a Raffle License _____ Poker Run License _____

Aggregate retail value of all prizes to be awarded (shall not exceed \$500,000.00, neither as an individual prize or cumulatively): _____

APPLICATION #: _____

Maximum retail value of each prize to be awarded (shall not exceed \$250,000.00): _____

Price of chances (not to exceed \$250.00): _____

Number of raffle/poker run chances to be sold, if known: _____

Location(s) at which raffle/poker run chances will be sold or issued, if a specific location(s) is set:

Raffle/poker run chances will be sold from _____ to _____
(Not to exceed the calendar year for which the license is issued)

Date, time and location to determine winning chances or where poker run concludes & prizes awarded:

Attach a copy of the required fidelity bond to the application.

If no bond, what date did the unanimous vote of the members of the organization occur determining to waive said bond? _____

Provide a list of all members, other than the presiding officer, secretary and raffle/poker run manager listed on the first page, responsible for the conduct and operation of the raffle/poker run. Be sure to include their name, address, phone number, date of birth and email address.

ALL ANSWERS ON THIS APPLICATION ARE UNDER OATH AND ARE SUBJECT TO THE PENALTIES FOR PERJURY.

- ❖ Organization and/or all members of said organization shall hold harmless the city and its officers and employees, and shall indemnify the city, its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license.
- ❖ By signing this application, you are authorizing the City of Oak Forest to perform background checks.

I, _____ (Presiding Officer) being duly sworn under oath, state that the above named organization is of a not-for-profit character and is not otherwise ineligible to receive a raffle/poker run license as prescribed by city ordinance and state statute. Further, I swear and affirm that, if no fidelity bond is being provided to the City, that a unanimous vote of the members of the organization occurred determining to waive said bond.

Signature of Presiding Officer - to be done in front of a Notary Public – see following page

State of Illinois)
) SS
County of Cook)

I, _____ a Notary Public in and for the aforesaid County and State, do hereby certify that _____ whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that they signed the said instrument as their free and voluntary act.

Given under my hand and seal this _____ day of _____.

(Seal)

Notary Public

Completed Application for License and all supporting documentation shall be turned into the City Clerk's Office at 15440 S. Central Ave. Oak Forest IL 60452, no less than thirty (30) days prior to license issuance.

Nonrefundable License fee, as listed on the City Fee/Rate Schedule – Licenses, is due with application.

All incomplete applications will be denied.

=====

FOR OFFICE USE ONLY:

Application Received By: _____ on _____

Application fee of \$ _____ Payment Type: Cash _____ Check _____ Debit/Credit Card _____

_____ Backgrounds done by Police Department on _____ By: _____

_____ All sections of application filled out

_____ Fidelity bond attached or waiver of bond indicated

_____ List of additional members responsible for the conduct and operation of raffle/poker run

License Approved on: _____ License Denied on: _____ By: _____

Notification of Approval/Denial given by: Phone _____ Mail _____ In Person _____, on _____

By: _____

(signature)

BACKGROUND CHECK WAIVER FORM

The facts set forth in the application for a:

Raffle License ___ Poker Run License ___

Are true and complete to the best of my knowledge, and I understand that any misrepresentation, falsification or willful omission shall be sufficient reason for denial of the license.

I hereby authorize investigation of all statements contained in my recent application and/or original application with your firm regarding my personal history, financial and credit record, employment, education, criminal history, if any, or driving history through any investigative agencies of your choice.

I hereby state that I have not been convicted of a felony, any sex offense as defined in Chapter 720, Act 5, Article 11 of the Illinois Compiled Statutes, or any of the following crimes as defined in said Chapter 720: assault, deception, criminal damage to property, criminal possession of any dangerous or narcotic drug, or disorderly conduct. I certify the above to be true and correct to the best of my knowledge and that I shall not violate any state laws of the State of Illinois or the ordinances of the City of Earlville pursuant to the conducting of raffles and/or poker runs.

I hereby release from liability your company and all agents of your company of their acts performed in good faith and without malice in connection with evaluating my application, my credentials and qualifications. I hereby release from liability any and all individuals and organizations, any firm, institution or court, releasing data pertinent to the review of my application and information released in good faith and without malice concerning my professional competence, ethics, character and other qualifications.

Original Signature of the
Presiding Officer of the Organization

Printed name (first, middle initial, last)

Dated: _____

=====

FOR POLICE DEPARTMENT USE ONLY:

Date completed: _____

Background check passed: _____

Background check failed: _____ Reason: _____

Completed by (printed name) _____

Signature: _____

BACKGROUND CHECK WAIVER FORM

The facts set forth in the application for a:

Raffle License ___ Poker Run License ___

Are true and complete to the best of my knowledge, and I understand that any misrepresentation, falsification or willful omission shall be sufficient reason for denial of the license.

I hereby authorize investigation of all statements contained in my recent application and/or original application with your firm regarding my personal history, financial and credit record, employment, education, criminal history, if any, or driving history through any investigative agencies of your choice.

I hereby state that I have not been convicted of a felony, any sex offense as defined in Chapter 720, Act 5, Article 11 of the Illinois Compiled Statutes, or any of the following crimes as defined in said Chapter 720: assault, deception, criminal damage to property, criminal possession of any dangerous or narcotic drug, or disorderly conduct. I certify the above to be true and correct to the best of my knowledge and that I shall not violate any state laws of the State of Illinois or the ordinances of the City of Earlville pursuant to the conducting of raffles and/or poker runs.

I hereby release from liability your company and all agents of your company of their acts performed in good faith and without malice in connection with evaluating my application, my credentials and qualifications. I hereby release from liability any and all individuals and organizations, any firm, institution or court, releasing data pertinent to the review of my application and information released in good faith and without malice concerning my professional competence, ethics, character and other qualifications.

Original Signature of the
Secretary of the Organization

Printed name (first, middle initial, last)

Dated: _____

=====

FOR POLICE DEPARTMENT USE ONLY:

Date completed: _____

Background check passed: _____

Background check failed: _____ Reason: _____

Completed by (printed name) _____

Signature: _____

BACKGROUND CHECK WAIVER FORM

The facts set forth in the application for a:

Raffle License____ Poker Run License____

Are true and complete to the best of my knowledge, and I understand that any misrepresentation, falsification or willful omission shall be sufficient reason for denial of the License.

I hereby authorize investigation of all statements contained in my recent application and/or original application with your firm regarding my personal history, financial and credit record, employment, education, criminal history, if any, or driving history through any investigative agencies of your choice.

I hereby state that I have not been convicted of a felony, any sex offense as defined in Chapter 720, Act 5, Article 11 of the Illinois Compiled Statutes, or any of the following crimes as defined in said Chapter 720: assault, deception, criminal damage to property, criminal possession of any dangerous or narcotic drug, or disorderly conduct. I certify the above to be true and correct to the best of my knowledge and that I shall not violate any state laws of the State of Illinois or the ordinances of the City of Earlville pursuant to the conducting of raffles and/or poker runs.

I hereby release from liability your company and all agents of your company of their acts performed in good faith and without malice in connection with evaluating my application, my credentials and qualifications. I hereby release from liability any and all individuals and organizations, any firm, institution or court, releasing data pertinent to the review of my application and information released in good faith and without malice concerning my professional competence, ethics, character and other qualifications.

Original Signature of the
Raffle/Poker Run Manager of the Organization

Printed name (first, middle initial, last)

Dated:_____

=====
=====

FOR POLICE DEPARTMENT USE ONLY:

Date completed:_____

Background check passed:_____

Background check failed:_____ Reason:_____

Completed by (printed name)_____

Signature:_____



RAFFLES / POKER RUNS REPORT

(To be submitted promptly after the conclusion of each raffle/poker run)

Licensee: _____ License No. _____

Date of raffle/poker run: _____

Gross receipts: \$ _____

Itemized expenses:

For: _____ Paid to: _____ \$ _____

For: _____ Paid to: _____ \$ _____

For: _____ Paid to: _____ \$ _____

For: _____ Paid to: _____ \$ _____

For: _____ Paid to: _____ \$ _____

Net proceeds \$ _____

Itemized distribution of net proceeds: (more room on back if needed)

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____

Amount: _____ To: _____
For: _____ Date paid: _____



ALL GOOD THINGS CLOSE TO HOME

CITY COUNCIL AGENDA MEMO

DATE: JUNE 13, 2021
TO: MAYOR HENRY L. KUSPA AND THE OAK FOREST CITY COUNCIL
FROM: JASON J. REID, CHIEF OF POLICE
SUBJECT: DACRA TECH, LLC CONTRACT

BACKGROUND

DACRA Tech, LLC, formally Municipal Systems (MSI), has been the City of Oak Forest vendor for parking and Local Ordinance (LO) ticket administration software for several years. As part of this service, they provide us with computer software and maintenance, which organizes, collects and disseminates required municipal ticket documentation. Under the old agreement, Oak Forest's cost was \$2,250 per month for the first two years of the contract and set this year, 2023, to increase to \$2351.25. With the new agreement, that cost increases to \$2,350.00 per month continues but the scope of services increases to include e-citations capabilities for both local and state citations, communications with the Cook County Courts, and maintaining our present services for local adjudication hearings.

ACTION REQUESTED

Approval of the new contract with DACRA Tech, LLC.

RECOMMENDATION

Implementation of the new MOU with DACRA Tech, LLC (included with the memo).



DACRA Municipal Enforcement System Quote

Municipality: **Village of Oak Forest, IL**

Prepared By: **Brandon Knox** brandon.knox@dacratech.com

Date: **June 2, 2023**

DACRA Municipal Enforcement System Components (✓ Indicates feature is included in this quote)

Included	Module	Monthly Fees
✓	Municipal Enforcement Adjudication Module - Full Municipal Enforcement Adjudication Violation Tools - Local Ordinance/Compliance/Animal/Building Code Violations - Unpaid Utility/Ambulance Fee Violations - Complete Adjudication Hearing Management Tools - Variable Hearing Notices by Department - Hearing Room Management and FDO Issuance - Batch Process Hearing Officer Tools - Extensive Fine Management Tools - Complex Fine Structure Tracking - Online Payments with Partial Payment Capability	\$1,500 Monthly Licensing Fee + *Monthly Usage Fee
✓	Mobile State & Municipal e-Citation Module - Mobile/In-Squad Printing of Municipal Adjudication Citations - "3-Click" Parking Tickets - Mobile/In-Squad Illinois UCC/Civil/Overweight Citations - LEADS Interface for Citation Auto-Population - Electronic County Citation transmittal via IUCS LEADER - TSS and Ped Stop Data Capture and S.O.S. Reporting - Extensive Data Analytics with Download Capability	\$1,000 Monthly Licensing Fee + *Monthly Usage Fee
✓	Police Patrol Management Module - Abandoned Vehicle Tagging and Tracking - Administrative Tow Management - Towed Vehicle/Impound Management - Night Parking Management - Crime Prevention Notices with Analytics - Officer Docs Document Retrieval System	\$500 Monthly Fee
	Total Monthly Licensing Fee For Selected Modules:	\$3,000

One-Time Fees

<i>Actual Fees Will Be Determined After Business Analysis Completed</i>	One-Time Fee
DACRA System Set-Up, Configuration, and Initial Training	Waived
DACRA standard interface to Tyler Tech transfer driver/vehicle data from CAD	Included
Use of DACRA APIs for data transfer	Included
Custom DACRA Integrations Requested	TBD

Recurring Fees

<i>Monthly Licensing Fee + Monthly Usage Fee =</i>	Monthly Fee
Monthly Licensing Fee – \$3000 For Adjudication, e-Citation, and Police Modules - Year 1 – Execution – April 30 th , 2024 - \$650 Monthly Full System Discount - Year 2 – May 1 st , 2024 – April 30 th , 2025 - \$650 Monthly Full System Discount	\$2,350 \$2,350
Monthly Usage Fee – Calculated by Totaling Fees for Citations Issued That Month: -Adjudication Citations Processed That Month – 500 included at no cost -State Citations Processed That Month – 500 included at no cost	\$3 each \$1 each

Additional Considerations

- Please note that this limited time and community specific price quote is valid for 90 days from the above date and:
- ⇒ Requires agency to have compatible hardware necessary to both access the web and print documents.
 - ⇒ Requires an initial term of 2 years, auto-renewable in 1-year terms at the then current rate.
 - ⇒ Includes a 90-Day cancellation clause for any reason.
 - ⇒ Custom training and development needs will be quoted and billed at the then current rate.
 - ⇒ A training Sandbox included up to 4 months after Go-Live. Extended Sandbox access licensing is \$100 per month.

DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this “**Agreement**”) is dated _____ (the “**Effective Date**”) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, (“**Dacra**”), and City of Oak Forest (the “**Municipality**”), and together with DACRA collectively, the “**parties**”).

RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within Exhibit A (the “**Master Terms and Conditions**”).

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within Exhibit B (the “**Services**”).

3. Fees. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within Exhibit C (the “**Fees**”).

4. Optional Fees. In exchange for the use of the Optional Services defined, the Municipality will be billed Fees as set forth within Exhibit D (the “**Optional Fees**”).

5. Term. The term of this Agreement (the “**Term**”) shall be two (2) years and shall commence on the Effective Date. This Term of this Agreement shall automatically renew for successive periods of one year each at the then current pricing absent written notice by one party to the other party not less than 120 days prior to the expiration of the Term then in effect. Municipality will be notified of the then current pricing no less than 120 days prior to the expiration of the term.

6. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

City of Oak Forest
Attention: TBD
15440 Central Avenue
Oak Forest, IL. 60452
Email: TBD

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
707 Osterman Ave., Unit 1693
Deerfield, IL. 60015
Email: David.Braner@Dacratech.com

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

Dacra Tech, LLC
a Delaware limited liability company

By: _____

Name (print):

Title:

Date:

City of Oak Forest
an Illinois municipal corporation

By: _____

Name:

Title:

Date

[Signature page to Master Software Licensing Agreement]

**EXHIBIT A
MASTER TERMS AND CONDITIONS**

A. Limited License Granted

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the “**License**”) to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality’s ordinance and code compliance purposes and subject to the terms of the Agreement.

B. Third-Party Agreements

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

C. Data

Municipality at all times will retain sole ownership of its Municipal Data. The term “**Municipal Data**” refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

D. Dacra’s Intellectual Property

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

- (i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;
- (ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and
- (iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase “**Intellectual Property Rights**” shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the “USPTO”), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

E. Further Assurances

Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

F. Pricing and Billing

The Fee set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality agrees to pay any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services, except taxes based on Dacra's income. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

G. Termination

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within 10 days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement.

H. Limitation of Liability

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND THE IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE OR PROFITS. THE PARTIES AGREE THAT DACRA'S MAXIMUM LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATED TO THE SERVICES, OR THE AGREEMENT, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL IN NO EVENT EXCEED, IN THE AGGREGATE, THE GREATER OF: (A) THE TOTAL AMOUNTS ACTUALLY PAID TO DACRA FOR THE SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM; OR (B) SUCH AMOUNT OF CLAIMED DAMAGES THAT ARE ACTUALLY COVERED AND PAID IN FULL BY AN INSURANCE CARRIER PROVIDING INSURANCE TO DACRA UNDER THE TERMS OF A POLICY OF INSURANCE CARRIED BY DACRA AS REQUIRED UNDER THE TERMS OF THE AGREEMENT, (THE "LIMITATION OF LIABILITY"). MUNICIPALITY HEREBY ACKNOWLEDGES THAT DACRA DOES NOT GUARANTEE THAT THE SERVICES WILL BE PERFORMED ERROR-FREE OR UNINTERRUPTED. DACRA IS HEREBY HELD HARMLESS FROM ALL CLAIMS, DAMAGES, LIABILITIES AND EXPENSES RELATING TO THIS AGREEMENT TO THE EXTENT IN EXCESS OF THE LIMITATION OF LIABILITY.

I. Other

- (i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.
- (ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.

- (iii) Dacra may assign this Agreement by providing written notice of the assignee who will assume Dacra's obligations under this Agreement. Municipality may not assign this Agreement without Dacra's prior written consent, which may be withheld in the sole discretion of Dacra.
- (iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.
- (v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of DuPage County, Illinois.
- (vi) Except for actions for nonpayment or breach of Dacra's proprietary rights, no action, regardless of form, arising out of or relating to the Agreement may be brought by either party more than two years after the cause of action has accrued.
- (vii) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.
- (viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.
- (ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

- (i) Training. As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.
- (ii) Support. Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.
- (iii) Exclusions. Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

1. Continuity of Service. Dacra, as part of its commitment to the continuity of the Services, shall maintain the following service level that details the minimum customer support standards to be followed for issues, both major and minor, as well as, any modifications made to the Service from time-to-time. As part of the Service, Dacra will create an alert email distribution group for use by the Municipality to send notification of issues as they arise. Municipality may also contact Dacra via phone.

Dacra will respond to Municipality initiated issues in accordance with the following levels:

- (i) MAJOR - The Service is down or precludes the Municipality from successful operation of the total system and requires immediate attention (the "Downtime") (for example, the Municipality is unable to connect, via an approved internet browser, to the Service).
 - (ii) MINOR - A minor issue exists with the Service, but the majority of the functions are still usable, and some circumvention may be required to provide service (for example, subcommand gives an incorrect response). Also includes minor issues or questions that do not affect the Service function (for example, the text of a message is worded poorly or misspelled).
2. Uptime Initiative. Dacra shall make reasonable efforts to maintain the Services such that the Services will be operational and accessible by the Municipality's users a minimum of 99% of the time, not including maintenance which will be scheduled with Municipality in advance and will be kept to an absolute minimum.

K. Insurance Requirements

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

- (i) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (ii) Professional Liability: \$1,000,000 single limit for errors and omissions, professional / malpractice liability.
- (iii) Worker's Compensation and Employers' Liability: As required by Illinois law.
- (iv) Umbrella Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

EXHIBIT B

SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement are the Municipal Enforcement Adjudication Module, Mobile State & Municipal e-Citation Module, and Police Patrol Management Module which will be deployed to the Municipality with the functionality stated hereunder.

DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES – JANUARY 31, 2023

Dacra System Architecture and Security

- **Architecture**
 - Web-based platform that works on standard hardware
 - .NET stack with SQL back end separated from the front end via entity framework services
 - Bi-directional sync data integration with IUCS LEADER
 - JSON APIs available as well as numerous government and public safety software system integrations

- **Security**
 - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services. Azure Government Cloud provides the highest level of security and compliance to include SOC2, PCI, ISO, etc.
 - Criminal Justice Information Services (CJIS) compliant
 - Single Sign On (SSO) authentication available
 - Extensive citation auditing features, tracks changes to a citation after it has been issued, recording both original and changed values, the logged in user, and date and time of any change

- **Hardware Required**
 - Requires Google Chrome/ Microsoft Edge access
 - Windows based devices required is utilizing LEADS integrated
 - iPads preferred for handheld ticketing
 - Compatible with either 4" or 8 ½" Printers

Municipal Enforcement Adjudication Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
 - Local Ordinance/Compliance/Animal/Building Code Ticketing
 - "3-Click" Parking Ticketing
 - Unpaid Utility/Ambulance Fee Violations
 - Citation Auditing and Tools

- **Complete Hearing Management Tools:** Efficiently manage violation notices, unified administrative hearings, and final determination notices with features such as:
 - Variable Hearing Notices by Department
 - Multiple Concerned Party Notification
 - Hearing Room Management and FDO Issuance
 - Batch Process Hearing Officer Tools

- **Extensive Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly. Along the way fines can be paid through a variety of in-person and online tools and integrations.
 - Complex Fine Structure Tracking
 - Online Payments with Partial Payment Capability

Mobile State and Municipal E-Citation Module

- **State of Illinois E-Citations:**
 - Issue and print Illinois citations, updated to Administrative Office of Illinois Courts standards:
 - Illinois AOIC Compliant Electronic Uniform Citation
 - Illinois AOIC Compliant Electronic Overweight Citation
 - Illinois AOIC Compliant Electronic Civil Law Citation
 - Cook County "Y" Citation Format
 - Electronic County Transmittal via IUCS Leader Courts
 - County Citation Transmittal Forms for Select Circuit Courts
- **Mobile Municipal Enforcement Adjudication Citation Tools:**
 - Issue and print local ordinance citations:
 - Parking Citations – Multiple entry methods to speed parking citation issuance
 - Animal – Track animal specific information with violator history available
 - Compliance Violations – Department specific ordinance compliance citations
 - Tow Ticketing – Issue administrative tow seizure and hearing notices
 - Legacy Tickets – Historical citation data can be imported for violation payment
- **CAD LEADS Integration:** Dacra integrates with your CAD vendor to allow citation auto-population of driver and vehicle data from the Dacra LEADS queue.
- **Additional Citation Features:**
 - Easily create additional "companion" violations for the same violator with one click
 - Agency defined mandatory field completion
 - Statute/Ordinance "Easy Search" Functionality
 - Offense location and respondent GPS mapping tools
 - Citation digital evidence record storage
 - Extensive citation data analytics and mapping capability
- **Illinois TSS/RP and Pedestrian Stop Data Collection:**
 - Easily collect traffic stop data to reduce entry time and generate Illinois S.O.S Reports for uploading.
 - Collect the requisite data and generate a pedestrian stop receipt as required within Illinois.
- **Violator History Reports:**
 - Citation and warning history summary displayed to issuing officer with ability to investigate detail with one click.
 - Effectively manage expungements for violations as required by state and local rules.
- **Hand-Held Ticketing:**
 - Dacra's "3 Click" Parking Ticket feature provides the industry's fastest way to accurately issue a parking violation via tablets complete with photo evidence.

Police Patrol Management Module

- **Towed Vehicle Management Tools**
 - **Abandoned Vehicle Tracking:** Identify and track abandoned vehicles with required notices and follow-up reports.
 - **Police Tow and Impound Inventory Management:** Create and process tow receipts, vehicle search record, concerned party notices, tow yard inventory audit logs, and Certificates of Purchase management.
 - **Administrative Tows:** Dacra manages tow and violation data from the issuance of the seizure/administrative hold, through payment, and into the hearing, ensuring violator due process and reducing department risk.

- **Tow Holds:** Tow “holds” can be applied to a vehicle, restricting the release of that vehicle until the investigative, insurance, DUI and other such holds are removed.
- **Officer Docs:** Store, issue, and print single use documents used for in the patrol environment from the squad.
- **Crime Prevention Notices:** Customize, issue, and track Crime Prevention Notices to communicate areas of concern to residents. Extract data later to send notices to residents that need to be aware of community concerns.
- **Night Parking Permits:** Issue night park permits online via secure algorithm. Provide real-time notification of night park permits to officers, ensuring a seamless, convenient process for the parker, and the officer.

DACRA 3rd Party Integrations

- **API/Interface Set-Up and Configuration:** Dacra custom integrations will provide omni-directional or bi-directional interfaces to 3rd party vendors to increase the efficiency of the System. The functionality is defined hereunder with associated pricing defined in **Exhibit C**.

EXHIBIT C
FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Service Set-Up Fee, Monthly Service Fee, and applicable Integration Fee(s) hereunder:

- A. **Service Set-Up Fee:** In exchange for the set-up and configuration of the Services, and upon execution of this Agreement, the Municipality will pay a \$2,500 fee.
- B. **Monthly Service Fee:** In exchange for the monthly use of the Services defined in **Exhibit B**, and upon execution of this agreement, Municipality will be billed a Monthly Service Fee calculated by totaling the below Monthly Licensing Fee for the modules licensed, the Monthly Usage Fee for citations issued that month:

Monthly Service Fee = Monthly Licensing Fee + Monthly Usage Fee	Monthly Service Fee
Monthly Licensing Fee – Adjudication, e-Citation, and Police Patrol Modules	
- Execution Date – April 30, 2025	\$2,350
Monthly Usage Fee – Calculated by totaling fees for citations issued that month:	
- Adjudication Citations Issued That Month –500 included at no cost	\$3 each
- State Citations Issued That Month –500 included at no cost	\$1 each

- C. **Integration Fee(s):** In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B** the Municipality will be billed upon go-live of the interface, with annual maintenance billed in conjunction with the next agreement execution anniversary:

Interface	One-Time Fee	Monthly Maintenance Fee
Dacra LEADS Interface w/ Tyler New World CAD	Waived	Waived
Use of Existing Dacra Integrations	TBD	TBD

EXHIBIT D
OPTIONAL SERVICES PROVIDED

I. Dacra Letter Processing and Mailing Service

The optional Dacra Letter Processing and Mailing Service ensures all administrative adjudication notices and letters generated by the Service are processed and mailed on behalf of the Municipality as outlined below. In exchange for the use of Dacra Letter Processing and Mailing Services, Municipality will pay applicable fees hereunder:

A. Municipality Letter Processing and Mailing Service Responsibility:

- Identify a Municipality staff liaison to work with the Dacra Liaison who shall be responsible for general communication with Dacra regarding the provision of processing and mailing services.
- Ensure respondent information in citation records is accurate.
- Ensure concerned parties' information is populated in the tow records.
- Review "pre-lists" for quality control. Municipality may complete this step by 2:00 pm Central Time every Wednesday and Friday.

B. Dacra Letter Processing and Mailing Service Responsibility:

- Dacra will provide Municipality access to the mail service portal to allow Municipality to view and monitor the sent mail and obtain verification of letters sent
- Dacra will generate the following letters and notices every Wednesday and Friday by 2:00 pm Central Time, unless an alternate time is requested by either party via staff liaisons, unless that day falls on a mail holiday in which case it will be processed immediately after the holiday.
 - Notice of Hearing
 - Abandoned Notices
 - Notice of Tow
 - Notice of Hearing and Administrative Tow
 - Finding, Decision, and Order
 - Final Determination Letter
- Dacra will pull the batch file, ready the file for mailing, and handle all steps necessary to complete the mail prep process.
- Dacra will ensure the successful printing and mailing of notices and letters. The batched letters will be processed and mailed by the next day, unless that day falls on a mail holiday in which case it will be processed immediately after the holiday.
- Dacra will update the system history of each citation record.
- USPS returned letters will be sent directly to the Municipality.

C. Monthly Service Fee: In exchange for the use of the Dacra Tech Letter Processing and Mailing Services the Municipality will be billed a Monthly Service Fee calculated by adding usage costs and any additional fees that may apply. The below pricing may be adjusted with changes to published USPS postage rates.

Letter Processing and Mailing Service Fee	Monthly Fee
Monthly Usage Fee – Calculated by totaling fees for letters processed that month:	\$1.50 each
Additional Fees – Calculated by totaling fees for letters processed that month:	
- Additional fees apply for international letters and/or certified letters.	TBD
- Returned Mail – Electronic copy of returned mail provided (Optional)	\$.45 each