



THE VILLAGE OF
OAK LAWN

9446 SOUTH RAYMOND AVENUE, OAK LAWN, ILLINOIS 60453
TELEPHONE: (708) 636-4400 | FACSIMILE: (708) 636-8606 | WWW.OAKLAWN-IL.GOV

THE VILLAGE OF OAK LAWN
9446 South Raymond Avenue
Oak Lawn, Illinois 60453

Freedom of Information Act
2015 Municipal Sunshine Law Posting Requirements

“OUR MISSION”

To enhance the Village quality of life through the delivery of public services that preserves the health, safety and welfare of our residents, businesses and visitors.

The Village of Oak Lawn is committed to achieving excellence and will deliver our services reliably, efficiently and in a fiscally responsible manner.

Village of Oak Lawn Operating Budget \$54,448,334.00

OPERATING MUNICIPAL BUILDINGS

LOCATION	ADDRESS
MUNICIPAL CENTER	9446 S. RAYMOND AVE.
FIRE STATION #1	4401 W. 103 RD ST.
FIRE STATION #3	6451 W. 93 RD PL.
SENIOR CENTER	5220 W. 105 TH ST.
FAMILY SERVICES	5210 W. 95 TH ST.
PUBLIC WORKS STREET/SEWER DIV.	5532 W. 98 TH ST.
PUBLIC WORKS EQUIPMENT MAINTENANCE DIV.	5550 W. 98 TH ST.
PUBLIC WORKS WATER DIVISION OFFICE/GARAGE	9100 S. KILBOURN AVE.

DR. SANDRA BURY
VILLAGE PRESIDENT

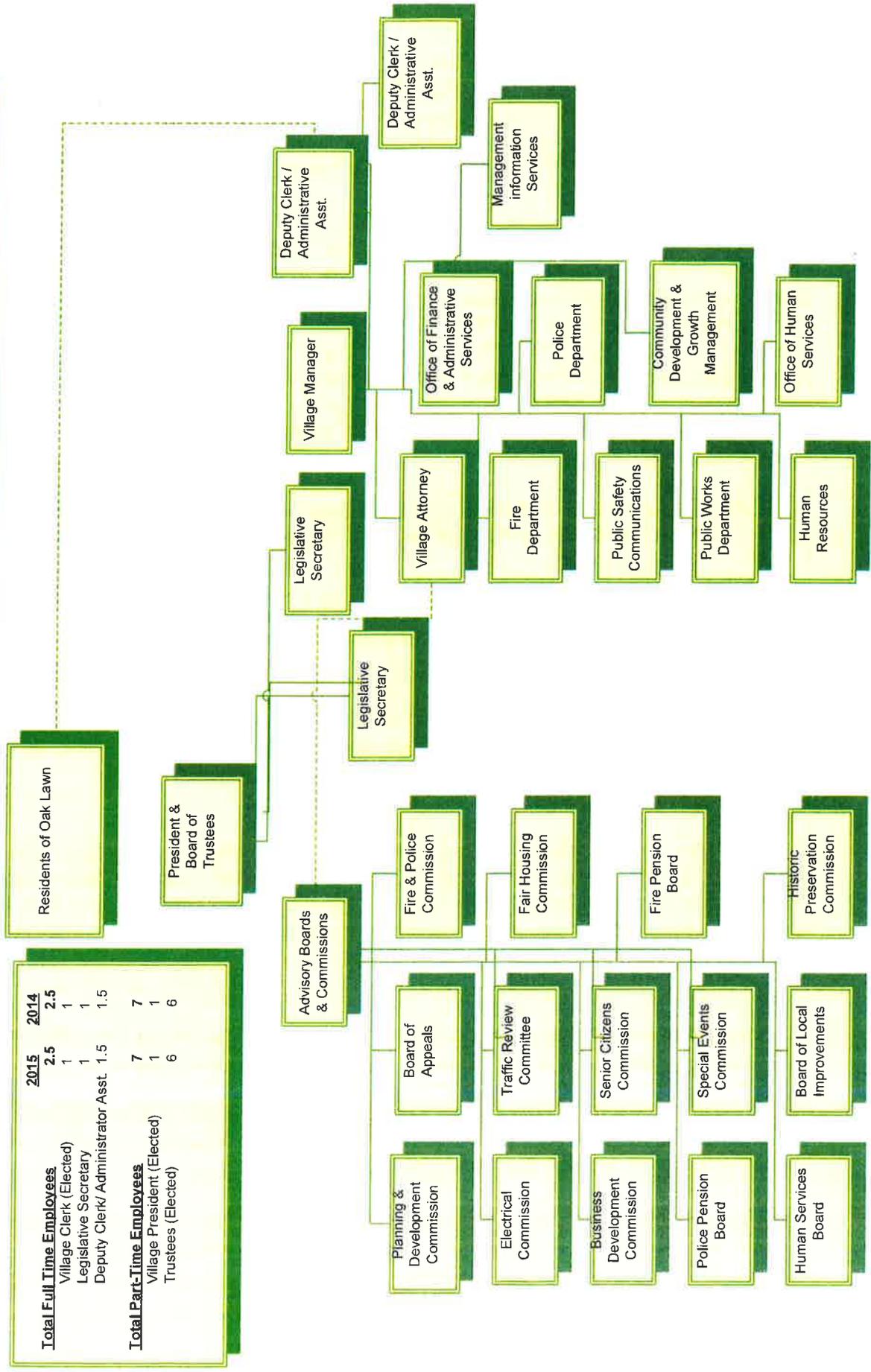
JANE M. QUINLAN, MMC
VILLAGE CLERK

LARRY R. DEETJEN, CM
VILLAGE MANAGER

VILLAGE TRUSTEES
MIKE CARBERRY
TIM DESMOND
ALEX G. OLEJNICZAK
BUD STALKER
ROBERT J. STREIT
TERRY VORDERER



PRESIDENT & BOARD OF TRUSTEES



	2015	2014
Total Full-Time Employees	2.5	2.5
Village Clerk (Elected)	1	1
Legislative Secretary	1	1
Deputy Clerk/ Administrator Asst.	1.5	1.5
Total Part-Time Employees	7	7
Village President (Elected)	1	1
Trustees (Elected)	6	6

VILLAGE OF OAK LAWN EMPLOYEES

300 FULL-TIME
84 PART-TIME
8 ELECTED



VILLAGE OF OAK LAWN ELECTED OFFICIALS

Village President – Dr. Sandra Bury
Village Clerk – Jane M. Quinlan, MMC

Trustee Tim Desmond – District 1
Trustee Alex G. Olejniczak – District 2
Trustee Robert J. Streit – District 3
Trustee Terry Vorderer – District 4
Trustee Bud Stalker – District 5
Trustee Mike Carberry – District 6

VILLAGE OF OAK LAWN BOARDS AND COMMISSIONS

APPEALS BOARD

Michael Clifford
Debra Crowley
Alex Kazmierczak
Jay Lurquin
Andy Skoundrianos
Michael Sutko
Jean Werner

ARCHITECTURAL REVIEW AND DESIGN REVIEW COMMISSION

Rafal Banik
John F. Benware
Joseph Cwiklinski
James Kolar
Carole Masse Nemec
Patricia Rojo

BUSINESS DEVELOPMENT COMMISSION

Jack Baker
Jim Buschbach
Greg Lis
Gary Mentgen
Ken Stoffregen
Jennifer Villafin – Oak Lawn Chamber of Commerce President

Fair Housing Commission

Jean Beyer
John Dorgan
Patricia Marek
Mary Ellen Stalker





FIRE & POLICE COMMISSION

Phil Griffin
Ken Houbolt
John Rolence

POLICE PENSION BOARD

Emmett Egan
Ross Finnely
Larry O'Brien
Joe Skibinski
Scott Sucharzewski

FIRE PENSION BOARD

Jerry Dillon
Scott McGrail
William Sevening
Joe Skibinski
Chris Trybula

HISTORICAL PRESERVATION COMMISSION

Deb Fagan
Maree Ann Groah
Mark Hochsprung

PLANNING & DEVELOPMENT COMMISSION

Tom Duhig
John Eggert
Hasan Kishta
William Kushnerik
Bill Lundy
Pina Paruta
Rich Piazza
Tim Reilly
Sean Schrader

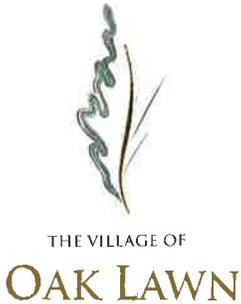
PLANNING & DEVELOPMENT COMMISSION ADVISORY PANEL

John Crivellone
Rita Olsen
Paul Vail

SENIOR CITIZEN COMMISSION

Jean Beyer
Lillian Miskiewicz
Ginger Morgan
Harriet Niemiec
Patrick O'Brien
James Pavesic
Richard Vaughn





SPECIAL EVENTS COMMISSION

Cheryl Daly
Lou Esposito
Margaret Hayes
Joyce Jones
Sean Kelly
Steve Larsen
Alan Moyzis
Sue Murphy
Eileen O'Sullivan
Cheryl Petzel
Joanne Pripusich
Kim Schultz
Michael Sutko

TRAFFIC REVIEW COMMITTEE

John Cody
Kathy Foreman
Bill Hawrysz
Norm Lupescu
Ken Nork
Ted Sochacki

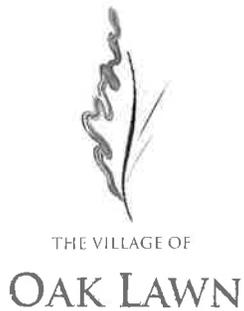
METHODS BY WHICH THE PUBLIC MAY REQUEST INFORMATION AND PUBLIC RECORDS

The public may request information and public records with a written request to the public body in person, by mail, by fax, or by any other delivery method that is available to the public body.

FOIA OFFICERS (Freedom of Information Act)

Village Clerk Jane M. Quinlan, MMC jquinlan@oaklawn-il.gov 708-499-7738
Deputy Village Clerk Christine M. O'Grady cogrady@oaklawn-il.gov 708-499-7744
Administrative Assistant Carmie A. O'Leary coleary@oaklawn-il.gov 708-499-7742
Secretary to Fire Chief Pam Torres pdevereux@oaklawn-il.gov 708-499-7700
Purchasing Clerk Judy Phelan jphelan@oaklawn-il.gov 708-499-7765
Accounts Payable Clerk Janet Konopko jkonopko@oaklawn-il.gov 708-499-7764
Building Department Clerk Michelle Niemeyer mniemeyer@oaklawn-il.gov 708-499-7803
Police Records Clerk Nancy Born nborn@oaklawn-il.gov 708-499-7726
Police Records Clerk Shannon Hernandez shernandez@oaklawn-il.gov 708-499-7805
Secretary to Police Chief Beth Lurquin blurquin@oaklawn-il.gov 708-499-7724
Communications Team Leader Carrie Brouillette cbrouillette@oaklawn-il.gov 708-499-7808





FEES FOR RECORDS UNDER FOIA

Maps or plats	\$0.25	Per square foot
Police accident reports	\$5.00	Per report
Police accident reconstruction reports	\$20.00	Per report
Ambulance reports	\$5.00	Per report
Photos	\$2.00	Per photo (regular)
Fingerprinting up to 4 cards same affiliation	\$30.00	
Videotape/CD/DVD Reproduction	Actual cost of tape, CD or DVD	Per incident
Voice log transcription to cassette tape or CD	Actual cost of tape or CD	Per incident
Duplication of other village records	\$0.15	After 50 pages
Certification of records	\$1.00	Per certification
Bound zoning ordinance	\$0.25	Per page
Zoning map	\$10.00	Per map
Bound subdivision/development ordinance	\$0.25	Per page
Bound sign ordinance	\$0.25	Per page
Bound comprehensive plan	\$0.25	Per page
Bound rules/regulations of the board of fire/police commissioners	\$0.25	Per page
Request exceeding 8 hours of collecting data	\$10.00	After 8 hours

**VILLAGE OF OAK LAWN
CATEGORIES OF RECORDS
UNDER FOIA PURSUANT TO 5 ILCS 140/5**

INDEX OF RECORDS

FINANCE DEPARTMENT

- Agreements and Contracts
- Accounts Receivable
- Agreements & Contracts with Various Agencies
- Annual Budget
- Annual Financial Report
- Audit Reports
- Correspondence (Alphabetically)
- Employee Benefits
- Employee Files
- General Administration Files
- Miscellaneous Administrative Files
- Monthly Financial Statements
- Tax Levy Ordinances
- Utility Billing Records
- Utility Rate Schedules





VILLAGE MANAGER/VILLAGE CLERK'S OFFICE

Agreements & Contracts
Board of Local Improvements
Budget Files
Business Licenses
Comprehensive Plan
Correspondence Files
Board Executive Session Audio Tapes
Board Meeting Agendas and Minutes *#
Employment Applications
Employee Personnel Files, Active & Retirees
Employment/Hiring Procedures
Job Classifications
Job Descriptions
FOIA Requests & Denials
Liquor Licenses
Liquor License Application *#
Lists of Boards & Commissions
Oaths of Office
Ordinances & Resolutions #
Permits
Permit Applications *#
Personnel Rules & Regulations
Proclamations
Requests for Proposals #
Village Seal
Village Code Books/Sections *
Minutes and Agendas *#
Village History Files & Books
Village Information Director *#
Village Block Diagram of Functional Subdivisions *#

VILLAGE COMMISSIONS

Membership List
Minutes & Agendas

FIRE DEPARTMENT

Contracts
Subpoenas
Correspondence
Forms
Resolutions
Training Materials
Budget
Fire & Ambulance Reports
Incident Reports





POLICE DEPARTMENT

Administrative Correspondence Files
Arrest Case Reports/Case Files
Arrest Log Sheets
Case Photos
Orders
Incident Reports
Parking Tickets
Traffic Tickets

PUBLIC WORKS DEPARTMENT

Case Files
Membership List
Minutes and Agendas
Storm Sewers
Sanitary Sewers
MWRD
Municipal Buildings
Signs
Parking

* Records are available electronically

Records are available immediately pursuant to 5 ILCS 140/3.5

This list contains both exempt and non-exempt records. Documents which are stored electronically are maintained on the Village server and can be produced electronically upon request.

