

Dr. Sandra Bury, Village President  
Jane M. Quinlan, CMC Village Clerk

2014 - 1666

**Village Trustees**

- Tim Desmond, District 1
- Alex G. Olejniczak, District 2
- Robert J. Streit, District 3
- Terry Vorderer, District 4
- Carol R. Quinlan, District 5
- Mike Carberry, District 6



**FREEDOM OF INFORMATION ACT (FOIA) REQUEST**

TO: Village of Oak Lawn FOIA Officers  
 Village Clerk Jane M. Quinlan, CMC  
 Deputy Village Clerk Christine M. O'Grady  
 Administrative Assistant Carmie A. O'Leary  
 9446 South Raymond Avenue  
 Oak Lawn, IL 60453

DATE: 12/3/14  
 Administrative Assistant, Pam Deverux  
 Purchasing Clerk, Judy Phelan  
 Accounts Payable Supervisor, Janet Konopko  
 Building Department Clerk, Michelle Niemeyer  
 Police Records Clerk, Nancy Born  
 Administrative Assistant, Beth Lurquin

*\* via phone \**

Please fax your FOIA Request to (708) 636-8606.

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. I request that a copy of the following documents [or documents containing the following information] be provided me:

Survey for 10328 S. Kildare Avenue

**Choose one:**

- I would like to inspect these records in person.
- I would like copies of these records. There is no cost for the first 50 pages, but there is a fee of \$0.15 per page thereafter. 5 ILCS 140/6.
- [YES/NO]** I am willing to pay fees for this request up to a maximum of \$\_\_\_\_\_. If the fees will exceed this limit, please inform me first.
- This request is being submitted for commercial purpose. I understand that the Village must produce this request within a reasonable period considering the size and complexity of the request up to 21 business days.

**Any attempt to procure a public record for a commercial purpose without disclosing that the use is for a commercial purpose constitutes a violation of the Act warranting a fine.**

Name: Nicole Cantell Company: Cozy Heating  
 Address: \_\_\_\_\_  
 Telephone: 708-870-6774 Fax: 708-357-9259  
 Email: \_\_\_\_\_

\*\*\*\*\*  
 Received by: M. Niemeyer FOIA #2014- 1666  
 Date Received: 12-3-14  
 Forward to [Department]: Self Completion Date: 12-10-14  
 \*\*\*\*\*

**FOIA COMPLETION:**

Requestor Contacted: \_\_\_\_\_ Copy Fees: \_\_\_\_\_  
 Date & Time # of copies over 50 X \$0.15 = Total Due  
 Sent by US Mail: \_\_\_\_\_ Email: \_\_\_\_\_  
 Date & Time Date & Time  
 Faxed: 12/3/14 @ 4:50 pm Received in person: \_\_\_\_\_  
 Date & Time Date & Time

COMPLETED BY: M. Niemeyer, CDGM 12/3/14  
Name, Department and Date

NOTE: All copy fees must be paid in full before the requested information is released.

**FOR VILLAGE USE ONLY – FOIA REQUEST RESPONSE**

NOTE: Must be responded to within 5 working days of received date.

Processed by: M. Niemeyer Department: CDGM  
Title: Bldg. Dept. Clerk Date of Completion: 12/3/14

The request is:

- Approved  Denied  
 Approved in Part  Denied in Part

**Reason for denial:**

Records are exempt under Section 7 \_\_\_\_\_ of the Act.

**Denial or Denial in Part Letter:**

Private information was properly redacted: YES NO Department: \_\_\_\_\_

Reviewed denial or denial in part with Village Attorneys and/or the PAC: YES NO Date & Time: \_\_\_\_\_

Sent denial or denial in part letter: YES NO Date & Time: \_\_\_\_\_ How was the letter sent? \_\_\_\_\_

Sent extension letter: YES NO Date & Time: \_\_\_\_\_ How was the letter sent? \_\_\_\_\_

Sent unduly burdensome with request to narrow search letter:  
YES NO Date & Time: \_\_\_\_\_ How was letter sent? \_\_\_\_\_

Received agreement to extension in writing: YES NO New Completion Date: \_\_\_\_\_

Received agreement to narrowed search in writing: YES NO New Completion Date: \_\_\_\_\_

Other: \_\_\_\_\_ [Specify]

No such records exist.

Response to request is extended/narrowed because: [check all applicable]:

The requested records are stored in whole or in part at other locations than the office having charge the requested records.

The request requires the collection of a substantial number of specified records.

The request is couched in categorical terms and requires an extensive search for the records.

The requested records have not been located in the course of routine search and additional efforts are being made to locate them.

The requested records require examination and evaluation by personnel having the necessary competence and discretion to determine if they are exempt from disclosure under Section 7 of the Act or should be revealed only with appropriate deletions.

The request for records cannot be complied with by the Village within the time limits prescribed without unduly burdening or interfering with the operations of the Village.

There is a need for consultation, which shall be conducted with all practicable speed, with another public body or among two or more components of the Village having a substantial interest in the determination or in the subject matter of the request.

Dr. Sandra Bury, Village President  
Jane M. Quinlan, CMC Village Clerk

2014 - 167

**Village Trustees**

- Tim Desmond, District 1
- Alex G. Olejniczak, District 2
- Robert J. Streit, District 3
- Terry Vorderer, District 4
- Carol R. Quinlan, District 5
- Mike Carberry, District 6



THE VILLAGE OF  
**OAK LAWN**

**FREEDOM OF INFORMATION ACT (FOIA) REQUEST**

TO: Village of Oak Lawn FOIA Officers  
 Village Clerk Jane M. Quinlan, CMC  
 Deputy Village Clerk Christine M. O'Grady  
 Administrative Assistant Carmie A. O'Leary  
 9446 South Raymond Avenue  
 Oak Lawn, IL 60453

DATE: 12-4-14  
 Administrative Assistant, Pam Deverux  
 Purchasing Clerk, Judy Phelan  
 Accounts Payable Supervisor, Janet Konopko  
 Building Department Clerk, Michelle Niemeyer  
 Police Records Clerk, Nancy Born  
 Administrative Assistant, Beth Lurquin

Please fax your FOIA Request to (708) 636-8606.

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1, *et seq.* I request that a copy of the following documents [or documents containing the following information] be provided me:

copy of contractors license  
database in an excel format

Choose one: via email

I would like to inspect these records in person.

I would like copies of these records. There is no cost for the first 50 pages, but there is a fee of \$0.15 per page thereafter. 5 ILCS 140/6.

[YES/NO] I am willing to pay fees for this request up to a maximum of \$\_\_\_\_\_. If the fees will exceed this limit, please inform me first.

This request is being submitted for commercial purpose. I understand that the Village must produce this request within a reasonable period considering the size and complexity of the request up to 21 business days.

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Name: Feras Sweis Company: FHS Design + Build  
 Address: 2010 W. FULTON ST. F-240  
 Telephone: 312-235-2991 Fax: 312-  
 Email: \_\_\_\_\_

Received by: M. Niemeyer FOIA #2014- 167  
 Date Received: 12-4-14  
 Forward to [Department]: self Completion Date: 12/4/14

**FOIA COMPLETION:**

Requestor Contacted: 12/4/14 @ 10am Date & Time Copy Fees: \_\_\_\_\_  
 # of copies over 50 X \$0.15 = Total Due  
 Sent by US Mail: \_\_\_\_\_ Date & Time Email: 12-4-14 @ 10am Date & Time  
 Faxed: \_\_\_\_\_ Date & Time Received in person: \_\_\_\_\_ Date & Time

COMPLETED BY: M. Niemeyer, CDGM  
 Name, Department and Date 12-4-14

NOTE: All copy fees must be paid in full before the requested information is released.

**FOR VILLAGE USE ONLY – FOIA REQUEST RESPONSE**

NOTE: Must be responded to within 5 working days of received date.

Processed by: M. Niemeyer Department: CDGM

Title: Building Dept Date of Completion: 12/4/14

The request is: Clerk

- Approved
- Approved in Part
- Denied
- Denied in Part

**Reason for denial:**

Records are exempt under Section 7 \_\_\_\_\_ of the Act.

**Denial or Denial in Part Letter:**

Private information was properly redacted: YES NO Department: \_\_\_\_\_

Reviewed denial or denial in part with Village Attorneys and/or the PAC: YES NO Date & Time: \_\_\_\_\_

Sent denial or denial in part letter: YES NO Date & Time: \_\_\_\_\_ How was the letter sent? \_\_\_\_\_

Sent extension letter: YES NO Date & Time: \_\_\_\_\_ How was the letter sent? \_\_\_\_\_

Sent unduly burdensome with request to narrow search letter: \_\_\_\_\_  
YES NO Date & Time: \_\_\_\_\_ How was letter sent? \_\_\_\_\_

Received agreement to extension in writing: YES NO New Completion Date: \_\_\_\_\_

Received agreement to narrowed search in writing: YES NO New Completion Date: \_\_\_\_\_

Other: \_\_\_\_\_ [Specify]

No such records exist.

Response to request is extended/narrowed because: [check all applicable]:

- The requested records are stored in whole or in part at other locations than the office having charge the requested records.
- The request requires the collection of a substantial number of specified records.
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- The requested records have not been located in the course of routine search and additional efforts are being made to locate them.
- The requested records require examination and evaluation by personnel having the necessary competence and discretion to determine if they are exempt from disclosure under Section 7 of the Act or should be revealed only with appropriate deletions.
- The request for records cannot be complied with by the Village within the time limits prescribed without unduly burdening or interfering with the operations of the Village.
- There is a need for consultation, which shall be conducted with all practicable speed, with another public body or among two or more components of the Village having a substantial interest in the determination or in the subject matter of the request.

Dr. Sandra Bury, Village President  
Jane M. Quinlan, CMC Village Clerk

2014 - 254

**Village Trustees**

- Tim Desmond, District 1
- Alex G. Olejniczak, District 2
- Robert J. Streit, District 3
- Terry Vorderer, District 4
- Carol R. Quinlan, District 5
- Mike Carberry, District 6

**COMPLETED**



**FREEDOM OF INFORMATION ACT (FOIA) REQUEST**

TO: **Village of Oak Lawn FOIA Officers**  
 Village Clerk Jane M. Quinlan, CMC  
 Deputy Village Clerk Christine M. O'Grady  
 Administrative Assistant Carmie A. O'Leary  
 9446 South Raymond Avenue  
 Oak Lawn, IL 60453

DATE: 12/02/14  
 Administrative Assistant, Pam Devereux  
 Purchasing Clerk, Judy Phelan  
 Accounts Payable Supervisor, Janet Konopko  
 Building Department Clerk, Michelle Niemeyer  
 Police Records Clerk, Nancy Born  
 Administrative Assistant, Beth Lurquin

Please fax your FOIA Request to (708) 636-8606.

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. I request that a copy of the following documents [or documents containing the following information] be provided me:

One copy of the completed FOIA Request #2014-248 submitted by Bob Streit.

**Choose one:**

- I would like to inspect these records in person.
- I would like copies of these records. There is no cost for the first 50 pages, but there is a fee of \$0.15 per page thereafter. 5 ILCS 140/6.
- [YES/NO]** I am willing to pay fees for this request up to a maximum of \$\_\_\_\_\_. If the fees will exceed this limit, please inform me first.
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Name: Lorraine Swanson Company: Oak Lawn Patch  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: lorraine.swanson@patch.com

Received by: Carmie O'Leary FOIA #2014- 254  
 Date Received: 12/2/14  
 Forward to [Department]: clerk's office Completion Date: 12/09/14

**FOIA COMPLETION:**

Requestor Contacted: Spoke to the Requester @ 12:15pm. She will be in this afternoon to pick up her document Copy Fees: \_\_\_\_\_  
 Date & Time \_\_\_\_\_ # of copies over 50 X \$0.15 = Total Due \_\_\_\_\_  
 Sent by US Mail: \_\_\_\_\_ Email: \_\_\_\_\_ Date & Time \_\_\_\_\_  
 Faxed: \_\_\_\_\_ Received in person: \_\_\_\_\_ Date & Time \_\_\_\_\_  
 Date & Time \_\_\_\_\_ Date & Time \_\_\_\_\_  
 COMPLETED BY: Carmie O'Leary Clerk's Office 12/2/14  
 Name, Department and Date

Dr. Sandra Bury, Village President  
Jane M. Quinlan, CMC Village Clerk

2014 - 253

**Village Trustees**

- Tim Desmond, District 1
- Alex G. Olejniczak, District 2
- Robert J. Streit, District 3
- Terry Vorderer, District 4
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- Mike Carberry, District 6



THE VILLAGE OF  
**OAK LAWN**

**FREEDOM OF INFORMATION ACT (FOIA) REQUEST**

TO: Village of Oak Lawn FOIA Officers  
Village Clerk Jane M. Quinlan, CMC  
Deputy Village Clerk Christine M. O'Grady  
Administrative Assistant Carmie A. O'Leary  
9446 South Raymond Avenue  
Oak Lawn, IL 60453

DATE: 12/01/14  
Administrative Assistant, Pam Devereux  
Purchasing Clerk, Judy Phelan  
Accounts Payable Supervisor, Janet Konopko  
Building Department Clerk, Michelle Niemeyer  
Police Records Clerk, Nancy Born  
Administrative Assistant, Beth Lurquin

Please fax your FOIA Request to (708) 636-8606.

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. I request that a copy of the following documents [or documents containing the following information] be provided me:

One copy of the BOT Mtg. from 11/25/14.

**Choose one:**

- I would like to inspect these records in person.
- I would like copies of these records. There is no cost for the first 50 pages, but there is a fee of \$0.15 per page thereafter. 5 ILCS 140/6.
- [YES/NO]** I am willing to pay fees for this request up to a maximum of \$\_\_\_\_\_. If the fees will exceed this limit, please inform me first.
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Name: Bob Streit Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: rstreit@oaklawn-il.gov

Received by: Carmie O'Leary FOIA #2014- 253  
Date Received: 12/01/14  
Forward to [Department]: clerk's office Completion Date: 12/08/14

**FOIA COMPLETION:**

Requestor Contacted: \_\_\_\_\_ Copy Fees: \_\_\_\_\_  
Date & Time # of copies over 50 X \$0.15 = Total Due

Sent by US Mail: \_\_\_\_\_ Email: \_\_\_\_\_  
Date & Time Date & Time

Faxed: \_\_\_\_\_ Received in person: \_\_\_\_\_  
Date & Time Date & Time

COMPLETED BY: \_\_\_\_\_  
Name, Department and Date

Dr. Sandra Bury, Village President  
Jane M. Quinlan, CMC Village Clerk

2014 - 252

- Village Trustees**  
**Tim Desmond, District 1**  
**Alex G. Olejniczak, District 2**  
**Robert J. Streit, District 3**  
**Terry Vorderer, District 4**  
**Carol R. Quinlan, District 5**  
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**FREEDOM OF INFORMATION ACT (FOIA) REQUEST**

TO: **Village of Oak Lawn FOIA Officers**  
**Village Clerk Jane M. Quinlan, CMC**  
**Deputy Village Clerk Christine M. O'Grady**  
**Administrative Assistant Carmie A. O'Leary**  
**9446 South Raymond Avenue**  
**Oak Lawn, IL 60453**

DATE: 12/01/14  
**Administrative Assistant, Pam Devereux**  
**Purchasing Clerk, Judy Phelan**  
**Accounts Payable Supervisor, Janet Konopko**  
**Building Department Clerk, Michelle Niemeyer**  
**Police Records Clerk, Nancy Born**  
**Administrative Assistant, Beth Lurquin**

Please fax your FOIA Request to (708) 636-8606.

This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. I request that a copy of the following documents [or documents containing the following information] be provided me:

See Attached

**Choose one:**

- I would like to inspect these records in person.  
 I would like copies of these records. There is no cost for the first 50 pages, but there is a fee of \$0.15 per page thereafter. 5 ILCS 140/6.  
**[YES/NO]** I am willing to pay fees for this request up to a maximum of \$\_\_\_\_\_. If the fees will exceed this limit, please inform me first.  
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Name: Janyka Marks Company: Hademarky & Associates  
Address: 9318 S. Redzie, Ste 7, Evergreen Park, IL 60805  
Telephone: (773) 656-9895 Fax: \_\_\_\_\_  
Email: marksrealtor@yahoo.com

\*\*\*\*\*  
Received by: Carmie O'Leary FOIA #2014- 252  
Date Received: 12/01/14  
Forward to [Department]: property maintenance Completion Date: 12/08/14  
\*\*\*\*\*

**FOIA COMPLETION:**

Requestor Contacted: \_\_\_\_\_ Copy Fees: \_\_\_\_\_  
Date & Time \_\_\_\_\_ # of copies over 50 X \$0.15 = Total Due \_\_\_\_\_  
Sent by US Mail: \_\_\_\_\_ Email: \_\_\_\_\_  
Date & Time \_\_\_\_\_ Date & Time \_\_\_\_\_  
Faxed: \_\_\_\_\_ Received in person: \_\_\_\_\_  
Date & Time \_\_\_\_\_ Date & Time \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_  
Name, Department and Date

## Carmie O'Leary

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**From:** Tamika Marks <marksrealtor@yahoo.com>  
**Sent:** Monday, December 01, 2014 9:43 AM  
**To:** Carmie O'Leary  
**Subject:** Re: RE: Completed FOIA #2014-195

Hi Carmie,

The attachment was for transfer stamps. It didn't have any payoff figures.

Sent from Yahoo Mail on Android

From:"Carmie O'Leary" <[coleary@oaklawn-il.gov](mailto:coleary@oaklawn-il.gov)>  
Date:Mon, Dec 1, 2014 at 9:15 AM  
Subject:RE: Completed FOIA #2014-195

Good Morning Tamika,

Please find attached the instructions for the payoff information you are looking for.

Thanks, Carmie

### Carmie O'Leary

Administrative Secretary

Village of Oak Lawn

9446 Raymond Avenue

Oak Lawn, IL 60453

Phone: (708) 499-7742

FACSIMILE: (708) 636-8606

[COLEARY@OAKLAWN-IL.GOV](mailto:COLEARY@OAKLAWN-IL.GOV)

**From:** Tamika Marks [<mailto:marksrealtor@yahoo.com>]  
**Sent:** Friday, November 28, 2014 7:50 AM  
**To:** Carmie O'Leary

**Subject:** Re: Completed FOIA #2014-195

Hi Carmie,

Thank you for sending the FOIA request for 6638 W 92nd St. Fifth Third is had been delayed in getting this pay off to you. In that event, can you provide me an updated payoff that would be good for 2 weeks after the date on the invoice? This will allow processing time to get the funds to you.

Thanks in advance,

Tamika Marks, Managing Broker  
*"Building Relationships ONE Foundation At A Time!"*  
**Trademarks & Associates, LLC**

(773) 656-9895 direct/ (866) 538-5645 fax  
9318 S Kedzie, Suite 7, Evergreen Park, IL 60805

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**From:** Carmie O'Leary <[coleary@oaklawn-il.gov](mailto:coleary@oaklawn-il.gov)>  
**To:** "marksrealtor@yahoo.com" <[marksrealtor@yahoo.com](mailto:marksrealtor@yahoo.com)>  
**Sent:** Tuesday, September 23, 2014 2:54 PM  
**Subject:** Completed FOIA #2014-195

**Carmie O'Leary**

**Administrative Secretary**

**Village of Oak Lawn**

**9446 Raymond Avenue**

**Oak Lawn, IL 60453**

**Phone: (708) 499-7742**

**FACSIMILE: (708) 636-8606**

**[COLEARY@OAKLAWN-IL.GOV](mailto:COLEARY@OAKLAWN-IL.GOV)**