

**MARKETING SERVICES AGREEMENT**  
WITH GRANT NOT TO EXCEED \$10,000  
17 HARRISON STREET, OAK PARK, ILLINOIS 60304

This Agreement is entered into this 17th day of July 2017 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302, "the Village" and Oak Park Residence Corporation, 21 South Boulevard, Oak Park, Illinois 60302, "the Owner(s)," as owners and/or managers of the following multiple family building containing 15 dwelling units within the Village of Oak Park: 17 Harrison Street, Oak Park, Illinois 60304.

**1. Owner's Agreement to Market Vacant Units**

In order to promote racial diversity within the Village of Oak Park, the Owner shall, in addition to carrying out its normal marketing efforts, list all vacant dwelling units in the above listed Oak Park building(s) with the Oak Park Regional Housing Center, the Village's designated marketing agent (the Housing Center).

**2. Term**

This Agreement is effective upon its execution and shall continue for three years ending on July 18, 2019 unless terminated pursuant to Section 20 below.

**3. Designation of Agent**

The Village has, by separate agreement, designated the Oak Park Regional Housing Center to act as its agent for the affirmative marketing efforts described in this Agreement. The Village reserves the right to designate another agent, or to perform the services with its own forces at any time during the term of this Agreement. In such case, the Village will promptly notify the

Owner of any change in its designated agent and all references in this agreement to the Housing Center will be deemed to refer to any new agent.

#### **4. Owner's Marketing Efforts**

Owner may use its own marketing efforts in addition to those provided in this Agreement.

#### **5. Non-Discrimination**

Both parties agree that nothing in this Agreement shall be used or construed to deny any person the right to rent an apartment or to otherwise exercise their housing choices on the basis of race.

#### **6. Definition of Vacancy**

A vacant unit is defined as a unit where the lease has expired and the lessee has not renewed it.

#### **7. Marketing of Available Units**

The Village will use its best efforts to affirmatively market units in the program. However, the Village shall at all times follow the provisions and purposes of the Village of Oak Park "Incentives Ordinance" (adopted on November 5, 1984 as Ordinance Number 1984-0-68 and amended by Ordinance Number 2000-0-4A on January 27, 2000), and shall take no action which prohibits the housing choice of any person on the basis of race.

#### **8. Tenant Screening and Referral**

The Housing Center will affirmatively show units to clients which it prescreens in accordance with reasonable qualifications established by the Owner in its written authorization to begin marketing the unit. However neither the Village nor the Housing Center shall have any duties

or obligations in the rental process beyond the referral of prescreened affirmative clients to the Owner or the Owner's agent. The Owner shall be responsible for credit checks, security deposits and the reasonable final determination of eligibility made in accordance with this Agreement. The Owner shall notify the Housing Center of the results of all affirmative referrals. Neither the Village nor the Housing Center will be a party to any lease entered into as a result of the services performed under this Agreement.

#### **9. Written Lease Required**

No unit may be leased without a written lease executed by the Owner and the tenant. All leases shall include both a) the Village's Model Lease Addendum in the form attached hereto as Appendix A and b) the Village's Crime Free Lease Addendum in the form attached hereto as Appendix B.

#### **10. Dispute Resolution**

The Housing Center shall not become involved in landlord-tenant disputes and shall refer any landlord-tenant disputes to the Village's Community Relations Division. The Village's Community Relations Division may meet with landlords and/or tenants in an attempt to resolve minor differences. Landlords and tenants are not required to mediate their disputes with the Village and may choose to initiate litigation or use any other method of dispute resolution available to them.

#### **11. Multiple Family Dwelling Unit License Required**

The Owner shall annually apply to the Village for a license to operate a multiple family dwelling unit as required by Article 3 of Chapter 12 of the Village Code. The Owner shall also comply with all provisions of Chapter 13 of the Village Code including the submission of rental reports

to the Village.

## **12. Grant Conditions**

The Village agrees to reimburse the Owner in an amount not to exceed the lesser of \$10,000 per building or \$1,000 per dwelling unit for improvements as described on the Scope of Work submitted by the Owner and approved by the Village prior to commencing the work, up to a maximum of 10,000 for the building. The Owner must match the Village's grant on a 2:1 basis. Under the terms of this Agreement for this 18 unit building, the Village will expend the sum of \$10,000 and the Owner will expend the sum of \$20,000 for improvements and repairs. The funds expended by the Village under this Agreement shall be the last payment made for authorized building improvements and repairs.

## **13. Grant Term**

The Owner has one (1) year from the date of the approval of the grant to expend the funds for unit improvements.

## **14. Property Transfer**

The Owner may not transfer his interest in the property, or his obligations under this Agreement without the express written approval of the President and Board of Trustees of the Village of Oak Park. In the event that the Owner sells, conveys or transfers his interest in the Premises during the three year term of the Marketing Services Agreement, without the written approval of the President and Board of Trustees of the Village of Oak Park permitting assignment of the rights, duties, obligations and interests under that Agreement to the new owners, the Village, at its option, may demand repayment of the principal and interest.

## **15. Breach of Agreement**

If the Owner breaches any material term of this Agreement, the Village shall have the right to repayment of the grant funds with interest. The funds will carry an annual interest rate of TWELVE PERCENT (12%), or the highest amount allowed by law, whichever is less. However, there shall be no payment of either principal or interest by the Owner during the term of this Agreement. If the Owner successfully completes the full three year term of the Agreement, the Village shall discharge the Owner's indebtedness and release any security interest it may have without any payment of principal or interest by the Owner.

## **16. Notice of Default**

If the Village gives the Owner written notice of default in the performance of any agreement contained in the Marketing Services Agreement, and Owner fails to cure the default within 7 days of the date of the notice, the Village may elect at any time to demand repayment of the principal and interest.

## **17. Waiver**

All parties severally waive presentment for payment, notice of dishonor, protest and notice of protest.

## **18. Indemnity and Hold Harmless**

The Village agrees to save and hold harmless, protect and defend the Owner, its employees, servants, successors and other agents, from any and all costs, losses, suits for damage or other relief, damages, rights, claims, demands or actions resulting from or in any way arising out of the actions or operations of the Owner or its agents in approving or carrying out or fulfilling the

terms of this agreement, except for the willful misconduct of the Owner or its agent, and to pay all costs of any involvement in any litigation or administrative proceedings or other legal actions based, in whole or in part, on the Incentives Ordinance or the Owner's status as a party to the Marketing Services Agreement with the Village.

The Owner agrees that the Village shall have control over litigation, administrative proceeding or other legal action, including the selection of attorneys and the settlement of any claim, suit or legal action as the Village deems appropriate, provided that the Village shall not be authorized to make any admissions of wrongdoing or illegal activity or liability on behalf of the Owner, without the prior approval of the Owner, provided further that nothing in this paragraph or agreement shall prevent the Village and the Owner from agreeing to submit the defense and/or indemnification of any matter, which might otherwise be defended and/or indemnified by the Village under this paragraph, to any insurance carrier of the Owner or the Village.

All provisions of this Agreement requiring the Village to save and hold harmless, defend the Owner, its employees, servants, successors and other agents, and to pay all costs of any involvements in legal actions shall survive any termination of this Agreement and, if the Owner or its employees, servants, successors or other agents is or becomes involved in any proceeding or litigation by reason of the Owner having been a party of this Agreement, such provisions shall apply as if this Agreement were still in effect.

#### **19. Agreement Non-Transferable**

The Owner shall not transfer or assign its rights and obligations under this Agreement to any other party without the Village's express written approval.

## **20. Termination**

If either party fails to perform, or violates any term, covenant or stipulation of this Agreement, the other party shall have the right to terminate this Agreement by giving 30 days prior written notice of termination, which notice will specify the effective date thereof. In that event, all finished or unfinished documents, reports or other materials prepared by the Village under this Agreement shall be the property of the Village of Oak Park. If the Village terminates the agreement for breach, the Village will have the right to repayment of principal and interest as provided in Section 15 above.

Notwithstanding the above, the breaching party shall not be relieved of liability to the other party for damages sustained by virtue of any breach of the Agreement.

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## 21. Notices

Written notices required under this Agreement shall be to the Village Manager, 123 Madison Street, Oak Park, Illinois, 60302, in the case of the Village and to Oak Park Residence Corporation, 21 South Boulevard, Oak Park, Illinois 60302, in the case of the Owner.

## 22. Joint and Several Obligations

All obligations of the Owner hereunder, if signed by more than one individual, will be joint and several.

OWNER and/or MANAGER OF:  
17 Harrison Street, Oak Park, Illinois 60304

\_\_\_\_\_  
Date

BY \_\_\_\_\_

VILLAGE OF OAK PARK

\_\_\_\_\_  
Date

BY \_\_\_\_\_  
Cara Pavlicek  
Village Manager

ATTEST:

\_\_\_\_\_  
Vicki Scaman  
Village Clerk



## Appendix A - OAK PARK MODEL LEASE ADDENDUM

Address 17 Harrison Street, Oak Park, Illinois 60304

Unit Number     

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Term of the Lease

1. **LANDLORD'S DUTY TO MAINTAIN** Landlord, at all times during the term of the lease, shall maintain the premises in substantial compliance with all applicable provisions of the Oak Park Housing Code and Municipal Code and shall promptly make any and all repairs necessary to fulfill this obligation.
2. **NOTICE OF CODE VIOLATIONS** Landlord agrees to provide to tenant in writing at the time of entering into this Lease, or at any time subsequent, a list of any code violations in litigation affecting the dwelling and common areas. The Landlord shall not, however, be required to provide the Tenant with a list of code violations, which are not in litigation. The tenant may request and obtain from the Village, without interference or objection from the landlord, a list of any code violations, which have been cited by the Village of Oak Park during the previous 12 months for the tenant's dwelling unit.
3. **NOTICE OF UTILITY SHUT-OFFS** The landlord agrees not to remove any legally posted notice of intent by any utility provider to terminate water, gas, electrical or other utility service to the apartment or common areas caused by the landlord's actions. Landlord shall also promptly disclose any information requested by a tenant as to the type of service to be terminated, the intended date of termination, and whether the termination will affect the apartment, the common areas or both.
4. **LOCK-OUT PROHIBITED** Landlord, or any person acting at landlord's direction is prohibited from knowingly ousting or dispossessing or threatening or attempting to oust or dispossess tenant from the apartment without authority of law by plugging, changing, adding or removing any lock or latching device, or by blocking any entrance, removing any door or window, interfering with the services to the apartment (including electricity, gas, hot or cold water, plumbing, heat or telephone service), or by removing tenant's personal property, removing or incapacitating appliances or fixtures (except for making necessary repairs), or by use of threat of force, violence or injury to tenant's person or property, or by any act rendering the apartment or any part thereof or any personal property located therein inaccessible or uninhabitable.

A lockout is not where (1) landlord acts in compliance with the laws of Illinois to forcible entry and detainer and engages the Sheriff of Cook County to forcibly evict tenant and tenant's property; or (2) landlord acts in compliance with the laws of the State of Illinois pertaining to distress for rent; or (3) landlord interferes temporarily with possession only as necessary to make needed repairs or inspections provided by law, or (4) tenant has abandoned the dwelling unit.

5. **RETURN OF SECURITY DEPOSIT IN APARTMENT BUILDING WITH 4 OR MORE UNITS** With regard to lease agreements entered into on or after June 1, 1990, the landlord shall, within 45 days after the date that tenant vacated the apartment, return to tenant the security deposit or any balance thereof and the required interest thereon; provided however, that landlord may deduct from the security deposit and interest due thereon for the following:
  - A. any unpaid rent; and/or
  - B. a reasonable amount necessary to repair any damage caused to the premises by tenant or any person under tenant's control or on the premises with tenant's consent, reasonable wear and tear excluded.

In the case of such damage, landlord shall deliver or mail to the last known address of tenant within 30 days an itemized statement of the damages caused to the premises and the estimated or actual cost for repairing each item on that statement, attaching copies of the paid receipts for the repair and replacement. If the estimated cost is

given, landlord shall furnish tenant with copies of paid receipts or a certification, if the work was performed by landlord's employees, within 30 days from the date the statement showing the estimated cost was furnished to tenant.

6. **INTEREST ON SECURITY DEPOSIT IN APARTMENT BUILDING WITH 4 OR MORE UNITS** As of December 6, 1993, interest shall be computed at a rate equal to the interest paid by the state's largest commercial bank, as measured by its total assets, on minimum deposit passbook savings accounts as of December 31 of the calendar year immediately preceding the inception of the rental agreement.
7. **LANDLORD PROHIBITED FROM WAIVING LIABILITY FOR DAMAGES CAUSED BY NEGLIGENT ACTS OF LANDLORD, AGENT, SERVANTS, EMPLOYEES IN A LEASE** The parties agree that nothing contained in this Lease Agreement shall be construed by either party as a waiver of the landlord's liability for damages caused by the negligent acts of the landlord or the landlord's agents, servants or employees.
8. **RETALIATORY CONDUCT BY LANDLORD PROHIBITED** Landlord may not knowingly terminate this lease, increase rent, decrease services, bring or threaten to bring a lawsuit against tenant for possession or refuse to renew this lease because the tenant has in good faith complained of code violations applicable to the premises to a government agency, elected representative, or a public official charged with responsibility for code enforcement.
9. **TENANT'S DUTY TO TAKE REASONABLE STEPS TO KEEP DWELLING UNIT IN A SAFE AND SANITARY CONDITION** Tenant, at all times during the term of the lease, shall take all reasonable steps to keep that part of the dwelling, dwelling unit, rooming unit, yards, courts, garages, fences and accessory structures which the tenant occupies or over which has exclusive possession, and right of control in a safe and sanitary condition, clear and free from any accumulation of dirt, filth, junk, rubbish, garbage, stagnant water or similar matter, from vermin or rodent infestation and from materials or conditions of maintenance which tend to encourage or support such infestation or such accumulations and keep all plumbing, heating and ventilation fixtures therein in a clean and sanitary condition and shall be responsible for the exercise or reasonable care in the proper use and operation thereof, and in a safe and proper operation of all electrical fixtures and convenience outlets in such dwelling unit.

The parties agree to request an inspection by the appropriate Village inspector, (Health, Fire, Building, Housing or Animal Control) whenever a dispute or question arises as to either party's maintenance or operational responsibilities under the provisions of the Village's codes. The initial request for an inspection may be made by calling the Village Hall at 708-358-5440 and requesting the appropriate department.

10. **OVERNIGHT PARKING** Except in areas specifically designated by the Village for on-street overnight permit parking, night parking is prohibited on all Village streets from 2:30 am to 6:00 am. The tenant is responsible for providing a legal parking space for tenant's vehicle during those hours to the extent such parking is not provided by the landlord. The tenant may contact the Village permit office at 358-PARK for assistance in this regard.
11. **PETS** The Village requires a current license and rabies inoculation for (a) all dogs and (b) all cats, which are allowed to run at large. It shall be unlawful for an owner to permit a dog, except on a leash controlled by the owner or any other responsible person authorized by the owner, to use or be upon any public street, sidewalk, parkway, public area or unenclosed premises within the Village. No leash shall be longer than eight feet (8') in length. The owner of every animal shall be responsible for removal and any sanitary disposition of any excreta deposited by his animal(s) anywhere in the Village. When accompanying the animal outside his premises, he shall have on his person suitable means for the removal of such excreta.

No person shall keep or permit more than one cat (if allowed to run at larger) or two cats (who are not allowed out-of-doors) and one dog in any unit of a multi-family residence within the Village.

12. **NOTICE OF PESTICIDE APPLICATION** In accordance with Section 20-10-4B of the Oak Park Village Code, whenever pesticides are to be applied by a commercial applicator indoors in a residential building containing one or more residential rental or condominium units, the applicator shall notify the occupants by placing markers or other notice on the front and rear entrances to the residential portions of such buildings at least two days prior to the

application. Whenever pesticides are to be applied in individual rental or condominium dwelling units in a residential building, commercial and non-commercial applicators shall provide notice to the occupant by mail or by placing the notice under the door of such unit at least two days prior to the application. The marker or notice for the front and rear entrances and the individual unit shall be the same and shall include the statement: "Warning-Pesticide Application" and shall state the date of the application and phone number, along with the words "For Further Information." Detailed information on the pesticide application shall be available through the posted phone number prior to the date of application.

13. **TENANT'S HANDBOOK** The Oak Park Tenant's Handbook is available to tenants free of charge in the Community Relations Division located in the Village Hall at 123 Madison Street, 708-358-5423. The handbook is an aid to new tenants in acclimating them to life in the Village. The handbook describes general landlord and tenant rights and responsibilities, while acquainting tenants with laws which are unique to Oak Park, including the Human Rights Ordinance, the Housing Code and on-street parking ban. It also provides directories, maps and lists of government, community and civic organizations.

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(Landlord) Date

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(Tenant) Date

## **APPENDIX B - CRIME-FREE HOUSING LEASE PROVISION**

### **Prohibition Against Criminal Activity on Premises**

- 1) The Tenant, any member of the Tenant's household, Tenant's guest(s), and any person under Tenant's control shall not engage in or facilitate criminal activity on the leased premises or on Lessor's property, which includes the leased premises, at \_\_\_\_\_.
- 2) The Tenant, any member of the Tenant's household, Tenant's guest(s), and any person under Tenant's control shall not permit the leased premises to be used for, or to facilitate, criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.
- 3) The Tenant, any member of the Tenant's household, Tenant's guest(s), and any person under Tenant's control shall not engage in or facilitate any breach of the lease agreement that jeopardizes the health, safety, and welfare of the landlord, his agent, or other tenant, or involves imminent or actual serious property damage.
- 4) The Tenant is vicariously liable for the criminal activity of any member of the Tenant's household, Tenant's guest(s), and any person under Tenant's control, whether or not the Tenant had knowledge of the activity or whether or not the household member or guest was under the Tenant's control.
- 5) One or more violations of subsections 1, 2, or 3 of this Lease Section constitute a substantial violation and a material noncompliance with the Lease. Any such violation is grounds for termination of tenancy and eviction from the leased premises. Unless otherwise required by law, proof of violation shall not require a criminal conviction, but shall be by a preponderance of the evidence.
- 6) In case of conflict between the provisions of this addendum and any other provision of the lease, the provisions of this addendum shall govern.
- 7) For purposes of this Lease Section, criminal activity shall mean:
  - a) Any offense defined and prohibited by Article 9 (Homicide) of the Criminal Code of 2012, 720 ILCS 3/0-1, et seq.
  - b) Any offense defined and prohibited by Article 19 (Kidnapping and related offenses) of the Criminal Code of 2012, 720 ILCS 5/10-1, et seq.
  - c) Any offenses defined and prohibited by Article 11 (Sex Offenses), Subdivision 15 (Prostitution Offenses) of the Criminal Code of 2012, 720 ILCS 5/11-14, et seq.
  - d) Any offense defined and prohibited by Article 12 (Bodily Harm) of the Criminal Code of 2012, 720 ILCS 5/12, et seq.
  - e) Any offense defined and prohibited by Article 16 (Theft) of the Criminal Code of 2012, 720 ILCS 5/16-1, et seq.
  - f) Any offense defined and prohibited by Article 20-2 (Possession of Explosives or Incendiary Devices) of the Criminal Code of 2012, 720 ILCS 5/20-2, et seq.
  - g) Any offense defined and prohibited by Article 21-1 (Damage and Trespass to Property) of the Criminal Code of 2012, 720 ILCS 5/21-1, et seq.
  - h) Any offense defined and prohibited by Article 24 (Deadly Weapons) of the Criminal Code of 2012, 720 ILCS 5/24-1, et seq.
  - i) Any offense defined and prohibited by Article 25 (Mob Action) of the Criminal Code of 2012, 720 ILCS 5/25-1, et seq.
  - j) Any offense defined and prohibited by Article 26 (Disorderly Conduct) of the Criminal Code of 2012, 720 ILCS 5/26-1, et seq.
  - k) Any offense defined and prohibited by Article 28 (Gambling) of the Criminal Code of 2012, 720 ILCS 28-1, et

seq.

- l) Any offense defined and prohibited by Article 31 (Interference with Public Officers) of the Criminal Code of 2012, 720 ILCS 5/31-1, et seq.
  - m) Any offense defined and prohibited by Section 37-1 (Maintaining Public Nuisance) of the Criminal Code of 2012, 720 ILCS 5/37-1.
  - n) Any offense defined and prohibited by Section 6-16 (Prohibited Sales and Possession) or Section 6-20 (Transfer, Possession, and Consumption of Alcoholic Liquor; Restrictions) of the Liquor Control Act of 1934, 235 ILCS 5/6-16 and 5/6-20.
  - o) Any offense defined and prohibited by the Cannabis Control Act, 720 ILCS 550/1, et seq.
  - p) Any offense defined and prohibited by the Illinois Controlled Substances Act, 720 ILCS 570/1, et seq.
  - q) Any inchoate offense defined and prohibited by Article 8 (Inchoate Offenses) of the Criminal Code of 2012, 720 ILCS 5/8-1, et seq., which is relative to the commission of any of the aforesaid principal offenses.
  - r) Any offense that constitutes a felony under state or federal law or Class A misdemeanor under state law.
- 8) The Tenant shall be entitled to the affirmative defense set forth in Section 9-106.2 of the Forcible Entry and Detainer Act, 735 ILCS 5/9-106.2, regarding domestic or sexual violence as those terms are defined in Section 10 of the Safe Homes Act, 765 ILCS 750/10, as amended, stalking as that term is defined in the Criminal Code of 2012, 720 ILCS 5/12-7.3, and dating violence, and Section 9-106.2 is incorporated herein by reference as though fully set forth.
- 9) Pursuant to 65 ILCS 1-2-1.5, as amended, no tenant, landlord, guest, neighbor, or other individual shall be penalized for the following:
- a) contact made to the police or other emergency services, if (i) the contact was made with the intent to prevent or respond to domestic violence or sexual violence; (ii) the intervention of emergency assistance was needed to respond to or prevent domestic violence or sexual violence; or (iii) the contact was made by, on behalf of, or otherwise concerns an individual with a disability and the purpose of the contact was related to that individual's disability.
  - b) an incident or incidents of actual or threatened domestic violence or sexual violence against a tenant, household member, or guest occurring in the dwelling unit or on the premises; or
  - c) criminal activity or a violation of this code occurring in the dwelling unit or on the premises that is directly relating to domestic violence or sexual violence, engaged in by a tenant, member of a tenant's household, guest, or other party, and against a tenant, household member, guest, or other party.

This LEASE ADDENDUM is incorporated into the lease executed or renewed this day between Owner and Tenant.

\_\_\_\_\_  
Tenant  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Owner/Property Manager  
Signature

Date: \_\_\_\_\_

Property Name/Location \_\_\_\_\_

\_\_\_\_\_