



# DU PAGE COUNTY

## Development Committee

### Final Regular Meeting Agenda

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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**Tuesday, January 20, 2026**

**10:30 AM**

**Room 3500B**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. CHAIRMAN'S REMARKS- CHAIR TORNATORE**
- 4. PUBLIC COMMENT**
- 5. MINUTES APPROVAL**
  - 5.A. 26-0293**  
Development Committee - Regular Meeting - January 6, 2026
- 6. INFORMATIONAL**
  - 6.A. TE-P-0001-26**  
Recommendation for the approval of a contract purchase order to Accela, Inc., for Managed Application Services to provide support with permitting software for the Building & Zoning, Transportation, Stormwater, and Public Works departments, for the period of February 21, 2026 through February 20, 2027, for a contract total not to exceed \$203,674.38. Exempt from bidding per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source - Proprietary Software Maintenance and Support)
- 7. REGULATORY SERVICES**
  - 7.A. 26-0294**  
GRP-HOME-CERT-25-00003: Certification of a New Group Home for "adults with development disabilities, known as a Community Integrated Living Arrangement (CILA)" located at 4N139 NORRIS AVENUE, WEST CHICAGO, IL 60185.
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
- 10. ADJOURNMENT**



# Minutes

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 26-0293

**Agenda Date:** 1/20/2026

**Agenda #:** 5.A.

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# DU PAGE COUNTY

## Development Committee

### Final Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

Tuesday, January 6, 2026

10:30 AM

Room 3500B

#### 1. CALL TO ORDER

10:30 AM meeting was called to order by Chair Sam Tornatore at 10:30 AM.

#### 2. ROLL CALL

Vice Chair Yoo arrived at 10:31 AM

PRESENT	Covert, Krajewski, Martinez, Ozog, and Tornatore
LATE	Yoo

#### 3. CHAIRMAN'S REMARKS- CHAIR TORNATORE

No remarks were offered.

#### 4. PUBLIC COMMENT

Glenn Nelson from the Glen Ellyn Woods Subdivision spoke in opposition to the petitions for 7-Eleven on Park Blvd, 7-Eleven on Lloyd and Penny's Place. He added that he also submitted an electronic comment.

Brian Armstrong, attorney for SMM Management, Inc. and Lucky 7 Bistro spoke next.

He spoke first on SMM Management's petition. The Zoning Board of Appeals voted to recommend approval. This location has been licensed before the other gaming establishments in the area and before the County imposed the 1,000 foot separation. The door to door measurement from the subject property to the church is over 1,000 feet, but less than that to/from property lines. Without approval of the variation, the facility will not be able to operate.

Mr. Armstrong spoke of Lucky 7 Bistro, which the ZBA also recommended to approve. There are other gaming facilities within 1,000 feet, however they are incorporated into Addison and the Village has no separation requirements. Construction was started on this location in 2023, more than a year before the County passed the separation ordinance.

Jonathan Lippner, attorney for the 7-Eleven Store petitions gave some background information on the stores. They have been operating video gaming since 2022 with proper state and liquor licensces. In 2024 the stores were informed that their licenses would not be renewed by the County. Mr. Lippner feels that standards of variation were met at the Zoning Board of Appeals hearing. The ZBA recommended to deny the petitions, stating that there was an inadequate showing of hardship or practical difficulty of which are not mentioned in the standards. Mr. Lippner feels these three stores are no different from the other stores that received a recommendation to approve.

Mike Thiessen, attorney for Penny's Place spoke on behalf of the petitioner. When they went to the ZBA hearing they did not realize that there were items that needed to be proved up. They had a building and zoning inspection in June 2025, after the ordinance had been put into place and none of those items were mentioned. They are asking to reapply or be ruled existing non-compliant.

Greg Smaistrla, Glen Ellyn Woods Civic Association President spoke in opposition to all the gaming petitions on the agenda. He informed the Committee that within his neighborhood are six gambling locations. These are not needed in DuPage County and causing issues for the community.

\*\*\*Electronic comment can be found at the end of the packet.

## 5. MINUTES APPROVAL

### 5.A. 26-0108

Development Committee - Regular Meeting - November, 18, 2025

**Attachments:** [Final Meeting Minutes Summary 11-18-2025](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Yeea Yoo
<b>SECONDER:</b>	Mary Ozog
<b>AYES:</b>	Covert, Krajewski, Martinez, Ozog, Tornatore, and Yoo

## 6. REGULATORY SERVICES

### 6.A. 26-0155

Recommendation for the approval of a contract to Veritext LLC DBA Atkinson-Baker, a Veritext Company, to provide court reporting services, as needed for Building & Zoning, for the period of December 24, 2025 through December 23, 2026, for a contract total not to exceed \$24,213.75; per renewal of bid #24-120-BZP. First of three optional twelve month renewals.

**Attachments:** [Veritext - FY26 PRCC](#)  
[Veritext - Bid Tab](#)  
[Veritext - Signature Pages](#)  
[Veritext - Contract Renewal](#)  
[Veritext - Vendor Ethics](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Sadia Covert

<b>SECONDER:</b>	Yeena Yoo
<b>AYES:</b>	Covert, Krajewski, Martinez, Ozog, Tornatore, and Yoo

6.B. **DC-O-0001-26**

ZONING-25-000042 – ORDINANCE – 7-Eleven (Park Blvd): To approve the following zoning relief:

1. Conditional Use to allow a video gaming terminal establishment in a B-1 Local Business Zoning District.
2. Variation to allow a video gaming terminal establishment within 1,000 feet of a place of assembly and school.
3. Variation to allow a video gaming terminal establishment within 1,000 feet of an existing video gaming café restaurant/video gaming terminal establishment.

(Milton/District 4) (If the County Board seeks to approve the Variation zoning relief it will require a  $\frac{3}{4}$  majority vote {14 votes} to approve based on the recommendation to deny by the Zoning Board of Appeals)

ZBA VOTE (to Deny): 6 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (Motion to Approve Failed): 1 Ayes, 4 Nays, 1 Absent

Paul Hoss explained to the Committee in 2019 when the County Board approved video gaming there were no Zoning regulations in place. The default requirement came from the State of Illinois requirements. In order to meet all the State requirements, facilities needed to get a pour liquor license from the County in unincorporated areas. Almost all the petitioners here today received a liquor license to pour, which allowed them to get their gaming license from the state. However, they never received any Zoning approval, because they were already existing. In 2023 the County recognized that several facilities with video gaming but were not in compliance with local Zoning regulations. Regulations were added to the Zoning and Liquor Control Codes in 2024. The petitions before you today are those that applied for the gaming and liquor licenses, which were denied by Zoning. They were either not in the correct zoning district or too close to protected uses such as daycares, schools and places of assembly.

Member Martinez inquired why only two of the video gaming cases were recommended to approve, while they all look similar. The ZBA found in the two cases that were recommended to approve, the applicants established a hardship, practical difficulty or unique circumstance that were land use related.

Vice Chair Yoo inquired how far each location is located from protected uses. Mr. Hoss reviewed the distances of property line to property line for each subject property.

Member Covert left the meeting at 11:19 AM

**Attachments:** [Z-25-000042 7-Eleven \(Park Blvd\) Cty. Bd. \(01-13-26\) Redacted](#)

<b>RESULT:</b>	RECOMMENDED TO DENY (DEVELOPMENT ONLY)
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<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Mary Ozog
<b>AYES:</b>	Krajewski
<b>NAY:</b>	Martinez, Ozog, Tornatore, and Yoo
<b>ABSENT:</b>	Covert

6.C. **DC-O-0002-26**

ZONING-25-000043 – ORDINANCE – 7-Eleven 26139 (Maple Ave): To approve the following zoning relief:

1. Variation to allow a video gaming terminal establishment within 1,000 feet of a place of assembly and daycare.

2. Variation to allow a video gaming terminal establishment within 1,000 feet of an existing video gaming café restaurant/video gaming terminal establishment.

(Lisle/District 2) (If the County Board seeks to approve the Variation zoning relief it will require a  $\frac{3}{4}$  majority vote {14 votes} to approve based on the recommendation to deny by the Zoning Board of Appeals)

ZBA VOTE (to Deny): 6 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (Motion to Approve Failed): 2 Ayes, 3 Nays, 1 Absent

**Attachments:** [Z-25-000043 7-Eleven \(26139 \[Maple\]\) Cty. Bd. \(01-13-26\) Redacted](#)

<b>RESULT:</b>	RECOMMENDED TO DENY (DEVELOPMENT ONLY)
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Yeena Yoo
<b>AYES:</b>	Krajewski, and Tornatore
<b>NAY:</b>	Martinez, Ozog, and Yoo
<b>ABSENT:</b>	Covert

6.D. **DC-O-0003-26**

ZONING-25-000044 – ORDINANCE – 7-Eleven 34077 (Lloyd Ave): To approve the following zoning relief:

1. Conditional Use to allow a video gaming terminal establishment in a B-1 Local Business Zoning District.

2. Variation to allow a video gaming terminal establishment within 1,000 feet of a school and daycare. (Milton/District 4) (If the County Board seeks to approve the Variation zoning relief it will require a  $\frac{3}{4}$  majority vote {14 votes} to approve based on the recommendation to deny by the Zoning Board of Appeals)

ZBA VOTE (to Deny): 6 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (Motion to Approve Failed): 2 Ayes, 3 Nays, 1 Absent

Attachments: [Z-25-000044 7-ELEVEN 34077 \(Lloyd Ave\) Cty. Bd.](#)  
[\(01-13-26\) Redacted](#)

<b>RESULT:</b>	RECOMMENDED TO DENY (DEVELOPMENT ONLY)
<b>MOVER:</b>	Yeea Yoo
<b>SECONDER:</b>	Mary Ozog
<b>AYES:</b>	Krajewski, and Tornatore
<b>NAY:</b>	Martinez, Ozog, and Yoo
<b>ABSENT:</b>	Covert

6.E. [DC-O-0004-26](#)

ZONING-25-000045 – ORDINANCE – SMM Management, Inc.: To approve the following zoning relief:

1. Variation to allow a video gaming terminal establishment within 1,000 feet of a place of assembly and daycare.
2. Variation to allow a video gaming terminal establishment within 1,000 feet of an existing video gaming café restaurant/video gaming terminal establishment.

(Lisle/District 2)

ZBA VOTE (to Approve): 6 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (Motion to Approve): 4 Ayes, 2 Nays, 0 Absent

Member Covert returned to meeting at 11:37 AM

Attachments: [Z-25-000045 SMM MANAGEMENT Cty. Bd.](#)  
[\(01-13-26\) Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Brian Krajewski
<b>SECONDER:</b>	Yeea Yoo
<b>AYES:</b>	Krajewski, Ozog, Tornatore, and Yoo
<b>NAY:</b>	Covert, and Martinez

6.F. [DC-O-0005-26](#)

ZONING-25-000046 – Penny’s Place – Blackhawk: The Zoning Board of Appeals recommended to deny the following zoning relief:

1. Conditional Use to allow a video gaming café restaurant in a B-1 Local Business Zoning District.
2. Variation to allow a video gaming café restaurant within 1,000 feet of a place of assembly and school.
3. Variation to allow a video gaming terminal establishment within 1,000 feet of an existing video gaming café restaurant/video gaming terminal establishment.

(Milton/District 4) (Generally located southeast of Butterfield Road and Park Boulevard)  
ZBA VOTE (to Deny): 6 Ayes, 0 Nays, 0 Absent

The petition was withdrawn prior to a vote being taken.

**Attachments:** [Z-25-000046 Pennys Place Dev Com \(1-6-26\) Redacted](#)

<b>RESULT:</b>	WITHDRAWN
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6.G. [DC-O-0006-26](#)

ZONING-25-000048 – ORDINANCE – Lucky 7 Bistro: To approve the following zoning relief:

Variation to allow a video gaming café restaurant within 1,000 feet of an existing video gaming café restaurant/video gaming terminal establishment. (Addison/District 1)

ZBA VOTE (to Approve): 6 Ayes, 0 Nays, 0 Absent

Development Committee VOTE (Motion to Approve): 4 Ayes, 2 Nays, 0 Absent

**Attachments:** [Z-25-000048 Lucky 7 Bistro Cty. Bd. \(01-13-2026\) Redacted](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVED:</b>	Brian Krajewski
<b>SECONDER:</b>	Yeenah Yoo
<b>AYES:</b>	Krajewski, Ozog, Tornatore, and Yoo
<b>NAY:</b>	Covert, and Martinez

## 7. OLD BUSINESS

Member Covert thanked Chair Tornatore for allowing her to leave to Chair the Technology Committee and return to the meeting. She added that people are going through hard financial times and gaming facilities are contributing to this.

## 8. NEW BUSINESS

No new business was discussed.

## 9. ADJOURNMENT

With no further business, the meeting was adjourned at 11:42 AM



## Technology Requisition \$30,000 and Over

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

File #: TE-P-0001-26

Agenda Date: 1/20/2026

Agenda #: 10.A.

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AWARDING RESOLUTION ISSUED TO  
ACCELA, INC.  
FOR MANAGED APPLICATION SERVICES  
FOR BUILDING & ZONING, DIVISION OF TRANSPORTATION,  
STORMWATER MANAGEMENT, AND PUBLIC WORKS  
(CONTRACT TOTAL NOT TO EXCEED \$203,674.38)

WHEREAS, a sole source quotation has been obtained in accordance with Board policy; and

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract to Accela, Inc., for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2026 through February 20, 2027.

NOW, THEREFORE BE IT RESOLVED, that said contract for managed application services for Building & Zoning, Division of Transportation, Stormwater, and Public Works departments, for the period of February 21, 2026 through February 20, 2027, be, and it is hereby approved for issuance of a contract by the Procurement Division to, Accela, Inc., 4375 Solutions Center, Chicago, IL 60677, for a contract total amount not to exceed \$203,674.38. Pursuant to 55 ILCS 5/5-1022 (c) not suitable for competitive bids. (Sole provider - Accela is the sole provider for this software application.)

Enacted and approved this 27th day of January, 2026, at Wheaton, Illinois.

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DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_  
JEAN KACZMAREK, COUNTY CLERK



Procurement Review Comprehensive Checklist  
Procurement Services Division  
This form must accompany all Purchase Order Requisitions

<b>SECTION 1: DESCRIPTION</b>			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: 26-0226	RFP, BID, QUOTE OR RENEWAL #: Quote #Q-35816	INITIAL TERM WITH RENEWALS: OTHER	INITIAL TERM TOTAL COST: \$203,674.38
COMMITTEE: TECHNOLOGY	TARGET COMMITTEE DATE: 01/20/2026	PROMPT FOR RENEWAL: 3 MONTHS	CONTRACT TOTAL COST WITH ALL RENEWALS: \$203,674.38
	CURRENT TERM TOTAL COST: \$203,674.38	MAX LENGTH WITH ALL RENEWALS: ONE YEAR	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Accela, Inc.	VENDOR #: 23818	DEPT: Building & Zoning	DEPT CONTACT NAME: Jim Stran
VENDOR CONTACT: Caitlin Carter	VENDOR CONTACT PHONE: (925) 359-3411	DEPT CONTACT PHONE #: 630-407-6700	DEPT CONTACT EMAIL: jim.stran@dupagecounty.gov
VENDOR CONTACT EMAIL: ccarter@accela.com	VENDOR WEBSITE: accela.com	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Annual Accela Managed Application Services in support of the county's Accela Permitting Processing System for the Building & Zoning, Transportation, Stormwater, and Public Works departments. Sole source.			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished This managed service will provide knowledgeable professional services in order to support County departments and staff with the Accela permitting application within the "live production software environment".			

<b>SECTION 2: DECISION MEMO REQUIREMENTS</b>	
DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.  SOLE SOURCE PER DUPAGE ORDINANCE, SECTION 2-350 (MUST FILL OUT SECTION 4)
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.

<b>SECTION 3: DECISION MEMO</b>	
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

## SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

<b>JUSTIFICATION</b>	
<p>Select an item from the following dropdown menu to justify why this is a sole source procurement.</p> <p>SOLE PROVIDER OF ITEMS THAT ARE COMPATIBLE WITH EXISTING EQUIPMENT, INVENTORY, SYSTEMS, PROGRAMS OR SERVICES</p>	
<b>NECESSITY AND UNIQUE FEATURES</b>	<p>Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.</p> <p>Accela is the sole provider for this software application and will be working with county staff on changes and enhancements to improve the county's permitting system and workflows.</p>
<b>MARKET TESTING</b>	<p>List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.</p> <p>Accela is a proprietary system.</p>
<b>AVAILABILITY</b>	<p>Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.</p> <p>Accela is a proprietary system.</p>

## SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Accela, Inc.	Vendor#: 23818	Dept: IT	Division:
Attn: Caitlin Carter	Email: ccarter@accela.com	Attn: Sarah Godzicki	Email: ITAP@dupagecounty.gov
Address: 9110 Alcosta Blvd	City: San Ramon	Address: 421 N. County Farm Road	City: Wheaton
State: CA	Zip: 94583	State: IL	Zip: 60187
Phone: 925-359-3411	Fax:	Phone: 630-407-5037	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Accela, Inc.	Vendor#: 23818	Dept: Building & Zoning	Division:
Attn: Caitlin Carter	Email: ccarter@accela.com	Attn: Jim Stran	Email: jim.stran@dupagecounty.gov
Address: P.O. Box 208298	City: Dallas	Address: 421 N. County Farm Road	City: Wheaton
State: TX	Zip: 75320-8298	State: IL	Zip: 60187
Phone: (925) 359-3334	Fax:	Phone: 630-407-6700	Fax:
<i>Shipping</i>		<i>Contract Dates</i>	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Feb 21, 2026	Contract End Date (PO25): Feb 20, 2027

Purchase Requisition Line Details											
LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Accela Managed Application Services - B&Z	FY26	1100	2810	53020		128,149.38	128,149.38
2	1	EA		Accela Managed Application Services - DOT	FY26	1500	3500	53020		34,000.00	34,000.00
3	1	EA		Accela Managed Application Services - SW	FY26	1600	3000	53020		25,000.00	25,000.00
4	1	EA		Accela Managed Application Services - PW	FY26	2000	2665	53020		16,525.00	16,525.00
<b>FY is required, ensure the correct FY is selected.</b>										Requisition Total	\$ 203,674.38

Comments	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO. Please send PO to Sarah Godzicki and CC when sending to vendor.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.

November 25, 2025

DuPage County, IL  
ATTN: Sarah Godzicki  
421 N County Farm Rd  
Wheaton, IL 60187

Re: Sole Source Status

Dear Sarah:

Please allow me to offer the following information to clarify the source status of Accela, Inc.'s ("Accela") products and services. Accela, as owner and software manufacturer of Accela software products and services, is the sole source provider of technical support and maintenance for all Accela software products and services licensed to DuPage County, including Managed Application Services. No third-party vendor, company, or entity is authorized to develop new features for, provide development services for, or to maintain these products and services.

If you have any questions or concerns, please contact Madina Sharifi via email at [msharifi@accela.com](mailto:msharifi@accela.com).

Sincerely,

**Signature on File**

Michael E. Gigliello  
Controller



9110 Alcosta Blvd, Suite H #3030  
San Ramon, CA, 94583

Proposed by: Conor Redin  
Contact Phone:  
Contact Email: credin@accela.com  
Quote ID: Q-35816  
Valid Through: 1/28/2026  
Currency: USD

## Renewal Order Form

### Address Information

**Bill To:**

DuPage County  
421 N. County Farm Road  
Wheaton, Illinois, 60187  
United States

**Ship To:**

DuPage County  
421 N. County Farm Road  
Wheaton, Illinois60187  
United States

Billing Name: Jim Stran  
Billing Phone: 6304076700  
Billing Email: jim.stran@dupageco.org

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
Managed Application Services	Year 1	02/21/2026	02/20/2027	12	\$203,674.38	1	\$203,674.38
<b>TOTAL:</b>							\$203,674.38

**Pricing Summary**

Period	Net Total
Year 1	\$203,674.38
<b>Total</b>	<b>\$203,674.38</b>

**Renewal Terms/Information:**

1. Notwithstanding anything to the contrary, this Order Form is governed by the terms and conditions in the (1) Accela Subscription Services Agreement, dated June 16, 2025, as thereafter amended (where applicable) for Subscription Services, (2) Enhanced Reporting Database (ERD) Policy at [www.accela.com/terms/](http://www.accela.com/terms/) for ERD, and (3) Managed Application Services (MAS) Policy at [www.accela.com/terms/](http://www.accela.com/terms/) for MAS (collectively, the "Agreement").
2. No additional or conflicting terms or conditions stated in Customer's order documentation, including, without limitation, purchase orders, will be incorporated into or form any part of this Order Form or the governing agreement, and all such terms or conditions will be null and void.
3. For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.
4. Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not

listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase.

5. All Software Licenses, Maintenance, and Subscription purchases are non-cancelable and non-refundable.
6. Pricing is based upon payment by ACH and check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment.
7. Customer may purchase additional licenses at the same price and for the same term as the licenses in this Order Form. Additional licenses purchased in this way will have the same annual price applicable for the purchase period and will have the same uplift and term dates as Customer's existing licenses.

<b>Signatures</b>	
<b>Accela, Inc.</b>	<b>Customer</b>
Signature:	Signature:
Print Name:	Print Name: <b>Richard Burnson</b>
Title:	Title: <b>Deputy CIO</b>
Date:	Date:



## Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: Jan 8, 2026

Bid/Contract/PO #: \_\_\_\_\_

Company Name: Accela, Inc.	Company Contact: Accela Legal
Contact Phone: 925-659-3200	Contact Email: notices@accela.com

**The DuPage County Procurement Ordinance requires the following written disclosures prior to award:**

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

**NONE (check here) - If no contributions have been made**

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

**NONE (check here) - If no contacts have been made**

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

**Continuing disclosure is required, and I agree to update this disclosure form as follows:**

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

**The full text for the county's ethics and procurement policies and ordinances are available at:**

<http://www.dupageco.org/CountyBoard/Policies/>

**I hereby acknowledge that I have received, have read, and understand these requirements.**

**Signature on File**

Authorized Signature

Printed Name	Michael E Gigliello
Title	Controller
Date	Jan-08-2026

Attach additional sheets if necessary. Sign each sheet and number each page. Page \_\_\_\_\_ of \_\_\_\_\_ (total number of pages)



## Action Item

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 26-0294

**Agenda Date:** 1/20/2026

**Agenda #:** 7.A.

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**DUPAGE  
COUNTY**

## BUILDING & ZONING DEPARTMENT

630-407-6700  
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*January 20, 2026*

**BLUE DIAMOND HOLDINGS, LLC.  
MOSHE LEVOVITZ, MANAGER  
[MOSHE@MAYFLOWERCARELLC.COM](mailto:MOSHE@MAYFLOWERCARELLC.COM)**

**WSH PROPERTIES, LLC.  
519 S PATTON AVENUE  
ARLINGTON HEIGHTS, IL 60005**

**Re: 4N139 NORRIS AVENUE, WEST CHICAGO, IL (PIN: 01-21-403-003)  
Proposed Group Home**

Dear Moshe Levovitz, Manager of Blue Diamond Holdings, LLC.,

We have reviewed the proposed use of the property herein for a residential group home for not more than eight (8) people and two (2) caregivers, where those residing in the home will be “adults with development disabilities, known as a Community Integrated Living Arrangement (CILA),” and which the use therefore complies with Section 37-413.2: REQUIREMENTS FOR GROUP HOMES of the DuPage County Zoning Ordinance; to wit:

**GROUP HOME:** A dwelling unit shared by no more than eight (8) persons not related by blood, marriage, adoption or guardianship, plus their resident staff, who live together as a single housekeeping unit and in a long term family like environment in which staff persons assist in providing care, education and participation in community activities for the residents with the primary goal of enabling residents to live as self-sufficiently as possible in order to function at their maximum potential. A group home may be shared by groups such as, but not limited to, the disabled or persons fifty-five (55) years of age or older, but shall not include halfway houses, hospices, or living quarters which serve persons as an alternative to incarceration for a criminal offense. Facilities in which the total occupancy exceeds the limits set in section 37-413 of this chapter shall be considered group quarters.

### **37-413.2: REQUIREMENTS FOR GROUP HOMES:**

In addition to satisfying the definition of group homes, group homes shall comply with the following requirements:

- A. The group home **is not** located less than six hundred feet (600'), measured horizontally in any direction, from any other building used as a group home



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pursuant to this chapter or defined as a group home pursuant to any adjacent jurisdiction's zoning ordinance.

- B. The total occupancy of the group home shall be limited to no more than eight (8) persons not related by blood, marriage, adoption or guardianship, plus no more than two (2) resident staff.
- D. No services including, but not limited to, counseling and other treatment shall be permitted for persons other than residents of the group home.

Sincerely,

Nicholas Kottmeyer, P.E.  
Chief County Administrator and Director of Public Works and Operations



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Date: December 12, 2025

DuPage County  
Building and Zoning Department  
421 N. County Farm Road  
Wheaton, IL 60187

Re: Application for Group Home Certificate - Blue Diamond Holdings LLC

Dear Sir or Madam,

I am writing to formally submit this application for a Group Home Certificate for a residential group home to be operated by Blue Diamond Holdings LLC at our West Chicago location, which is situated in unincorporated DuPage County. The home address is 4N139 Norris Ave, West Chicago, IL 60185, and the parcel number is 0121403003.

Blue Diamond Holdings LLC has a long-term lease agreement with the property owner. A copy of the executed lease agreement is enclosed with this application for your review.

The proposed use is a small, community-based residential group home serving adults with developmental disabilities, known as a Community Integrated Living Arrangement (CILA). The home will operate in compliance with all applicable Illinois Department of Human Services, Division of Developmental Disabilities requirements, as well as all applicable DuPage County codes and ordinances.

The residence will function in a manner consistent with a typical single-family home. The intent is to provide a safe, supportive, and integrated living environment while maintaining compatibility with the surrounding neighborhood.

Because the property is located in unincorporated DuPage County, we understand that a Group Home Certificate is required for this use, and we respectfully request review and approval of this application. All required supporting documentation is included or will be provided promptly upon request.



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Please feel free to contact me if any additional information is needed.

Thank you for your time and consideration.

Sincerely,

Moshe Levovitz  
Blue Diamond Holdings LLC  
773-242-9073

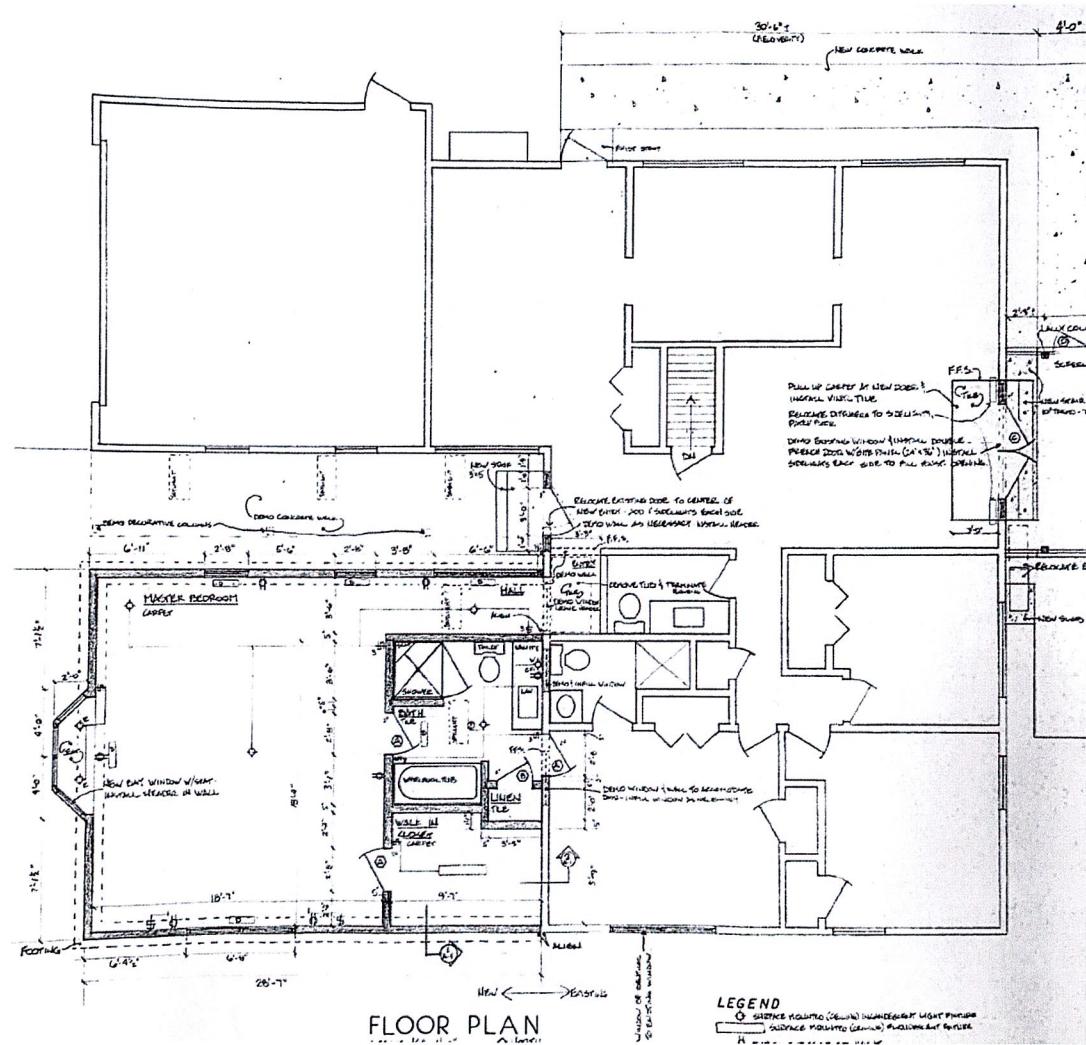


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