

Freedom of Information Act (FOIA)

LISTING OF AVAILABLE RECORDS

The following records are immediately available to the public on the District's website (no FOIA request required):

- Park Board Meeting Agendas
- Park Board Meeting Minutes 2010-present
- FY 2011 Budget & Appropriation Ordinance
- Annual Treasurer's Report
- Annual Audit Report
- List of Park District Officials
- Listing of Parks and Facilities
- Park Ordinance Codes
- Organizational Chart
- 2007 Public Opinion Survey
- Strategic Plan 2008-2013

The following records are readily available (immediately upon request):

- Ordinances 2000- present
- Resolutions 2000- present
- Park Board Meeting Agendas and Minutes 2000-present
- Board Packets 2005- present
- Current Accounts Payable Report
- Monthly Financial Reports
- Board of Commissioners Policies & Procedures Manual
- Job Descriptions

Other Categories of Records:

- Accident/ Incident Reports
- Administrative Correspondence Files
- Agreements and Leases
- Bid Records
- Bond Records
- Building and Facility Usage
- Calendar of Events
- Cancelled Bonds, checks, bank statements and deposit slips
- Certificates of Insurance
- Crisis Communication Plan
- Department Operations Manuals
- Donation records
- Election records
- Emergency Response Plan
- Facility Rental Fee Schedule

- Grant records
- Health Department Inspections/ Permits
- Independent Contractor Agreements
- Inspections reports
- Insurance Policies
- Intergovernmental Agreements
- Inventory of Fixed Assets
- Maps, plats and blueprints of parks and buildings
- Master Plan
- Material Safety Data Sheets
- Minutes and Agendas
- Ordinances and Resolutions
- Paid Invoices
- Park District brochures
- Payroll reports and records
- Personnel Policy and Procedures Manual
- Prevailing Wage
- Program Records and Registration
- Purchase Orders
- Referendum Records
- Rental Agreements
- Scholarship requests
- Safety Committee Agendas/ Minutes
- Safety Manuals
- Safety Training
- Studies (ex. Pool, compensation)
- Surveys, questionnaires and participant feedback
- Tax Levies
- Time sheets
- Unemployment records
- Vehicle and Equipment maintenance files
- Vendor list
- Work orders
- Workers' compensation records