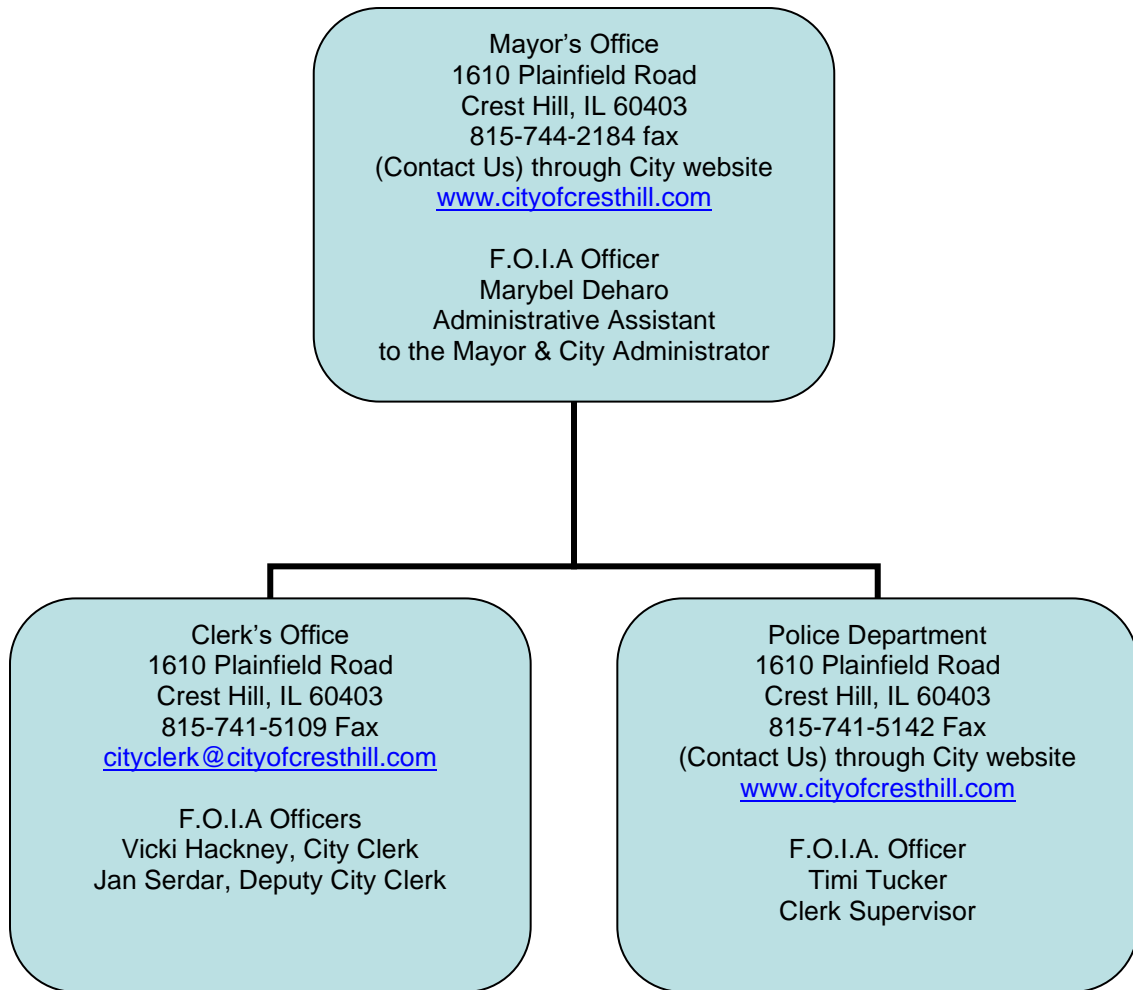


Freedom of Information Act (F.O.I.A.) Protocol



The City requires all F.O.I.A. requests to be made in writing and does have forms available at City Hall to utilize for such requests if desired.

FOIA OFFICER'S ACTIONS

- 1) noting the date the public body receives each written request;
- 2) computing the day on which the period for response will expire and make a notation of that date on each written request;
- 3) maintaining an electronic or paper copy of each written request, including all documents submitted with the request until the request has been complied with or denied; and
- 4) creating a file for the retention of each original request, a copy of the response, a record of written communications with the requester, and a copy of other communications.

City Hall
1610 Plainfield Road
Crest Hill, IL 60403

West Treatment Plant
1631 Gaylord Road
Crest Hill, IL 60403

East Treatment Plant
2250 North Broadway
Crest Hill, IL 60403

Total Amount of Operating Budget - \$18,952,588

Approximate Number of Full and Part-time Employees -99

City Officials

Mayor Raymond R. Soliman
Vicki Hackney-Clerk
Glen Conklin-Treasurer

John Vershay-Alderman Ward 1
Scott Dyke-Alderman Ward 1

Barbara Sklare-Alderwoman Ward 2
Claudia Gazal-Alderwoman Ward 2

Tina Oberlin-Alderwoman Ward 3
Nate Albert-Alderman Ward 3

Marco Coladipietro-Alderman Ward 4
Joe Kubal-Alderman Ward 4

Plan Commission

Jan Plettau-Chairman
Ken Carroll-Vice Chairman
Linda Strysik-Secretary
Bill O'Connor-Commissioner
John Stanton-Commissioner
Joe Casagrande-Commissioner
Bill Thomas-Commissioner

Civil Service Commission

Frank Blaskey-Commissioner
Nicholas Weiss-Commissioner
Patrick Camden-Commissioner

Police Pension Commission

Brad Hertzmann-Trustee
Thomas Evanoff-Trustee
Russell Jones-FOIA/OMA

Deputy Liquor Commissioners

Michael Gale
David Stengele

Beautification Committee

Alderman Scott Dyke
Alderman-John Vershay

Senior Awareness

Claudia Gazal
Barb Sklare

Economic Development Committee

Alderman Marco Coladipietro
Alderman Joe Kubal

Events Committee

Alderwoman Tina Oberlin
Alderwoman-Nate Albert

Veterans/Police Memorial Committee

Mayor Raymond Soliman

Fees: Resolution No. 458, as amended by Resolution No. 610, is amended to provide that effective January 1, 2010, the City of Crest Hill shall only charge those fees which are permitted under 5 ILCS 140/6(b) which presently shall be as follows:

There shall be no fees charged by the City for the first 50 pages of black and white, lettered or legal sized copies requested by a requestor. The fee for black and white, lettered or legal sized copies shall be fifteen (.15) cents per page. If the City of Crest Hill provides copies in color or in a size other than letter or legal, the City shall be limited to charging an amount equal to its actual cost for reproducing the record. In calculating the City's actual cost for reproducing records or for the use of the City's equipment to reproduce such records, the City may not include the cost of any search for the review of any records or personnel costs associated with reproducing the records. The costs for certifying a record shall be one (\$1.00) dollar.