

WESTMONT PARK DISTRICT
MUNICIPAL DIRECTORY & FOIA GUIDELINES



WESTMONT
P A R K D I S T R I C T

WESTMONT PARK DISTRICT

55 E RICHMOND ST.

WESTMONT, IL 60559

MAIN PHONE NUMBER – 630-969-8080

PURPOSE

Westmont Park District is a local government providing parks and recreation programs to District residents.

MISSION OF THE WESTMONT PARK DISTRICT

Enriching community life through quality parks and recreation for all ages.

POPULATION

The Westmont Park District serves a population of about 24,000.

ASSESSED VALUATION

The equalized assessed valuation for real estate for 2023 (collectable 2024) is \$1,135,762,122 (The updated information from DuPage County is expected to be available in March, and will be incorporated accordingly at that time.)

TAX RATE

The property tax rate for 2024 (collectable 2025) is .4055 per \$100 of assessed value.

CURRENT BUDGET

The Operating Expense of the Westmont Park District for FY2024/2025 is \$10,266,055. The budget for Capital Projects is \$2,071,800 The District's Debt Service is budgeted for \$1,944,056.

STAFF

The Park District has an appointed Executive Director responsible for the administration of the Park District. The District employs over 100 full-time, part-time, and seasonal employees.

BOARD OF COMMISSONERS

The Westmont Park District is governed by five elected residents of Westmont who voluntarily give their services to the community. The Commissioners elect a President and a Vice President and appoint a Treasurer and Secretary. The Board of Commissioners exercise control of the policies and procedures.

MEETING AGENDAS & MINUTES

Park Board meetings are generally held on the second Wednesday of the month at 6:00 p.m. at the Administrative Building, 55 E. Richmond Street, Westmont, IL 60559. The public is welcome to attend park board meetings. "Visitors" is a permanent agenda item that offers an opportunity for public comment/ Meeting dates, times, and locations are subject to change.

The Park Board of Commissioners consist of five members: John Karesh, President; Sue Zapinski, Vice President; Karen Moffett, Secretary; Mike Conneely, Treasurer, and Bill Belmonte, Commissioner.

ADMINISTRATIVE TEAM

Robert Fleck, Executive Director
Joel Hymen, Assistant Director

Lukas Wyss, Superintendent of Recreation
Eric Krueger, Superintendent of Parks and Maintenance
Rosy Fejzic, Finance Manager & Accountant
Amanda Mackert, Human Resource Generalist

FREEDOM OF INFORMATION ACT

WHAT IS FOIA?

FOIA is the Illinois Freedom of Information Act, under the Illinois Freedom of Information Act (5 ILCS 140/1 et. Seq.) Records in possession of public agencies may be accessed by the public upon writer request.

The following are documents available on the District website, which you may download (no FOIA request required):

- Board Meeting Agendas/Minutes
- Minutes of Open Meetings/Meeting Notes
- Board of Commissioners
- Mission Statement
- Financial Information and Budget Reports
- Capital Projects
- Bids, Contracts, and Legal Notices
- Organizational Chart

Pursuant to Section 5 of FOIA, the District maintains a reasonably current list of all types or categories of records under its control. The types and categories of records are as follows.

- Meeting Packets
- Ordinances
- Resolutions
- Policies
- Correspondence
- Press Releases
- Payroll Records
- Accounting Records
- Grants
- Staff Reports
- Election Information
- Insurance Documents
- Assets Records

Submit a FOIA request in writing either by mail or email.

Mail

Freedom of Information Officer
Westmont Park District
55 E. Richmond Street
Westmont, IL 60559
ATTN: FOIA Request

Email

Email requests can be sent using our “Contact Us” page on our website at:
Westmontaparks.org/about-us/contact-us/

You may also download our FOIA FORM at:
westmontaparks.org/about-us/board-minutesbid-docs/

Questions

FOIA Contact: 630-969-8080 – Robert Fleck

What happens after a FOIA request is submitted?

The Illinois Freedom of Information Act requires agencies to respond in five business days after receipt of a request. A five day extension is allowed with written notification to the requester.

If the requested records are 50 pages, or less in length, the pages will be copies (regular size and black & white) and the requestor will be called regarding when the documents are ready to be picked up. (If the documents are mailed in the postage will need to be reimbursed before the documents would be mailed to the requestor.) If the records exceed 50 pages, the requestor will be informed of the duplication cost before copied.

What are the costs of duplication?

- No charge for paper copy from paper or electronic source (50 pages or less) (Regular size/ black & white) (Color copies and documents larger than 8.5”x11” will be charged accordingly.)
- \$0.15 per page for paper copy from paper or electronic source. (51 pages or more) (Color copies and documents larger than 8.5” x 11” will be charged accordingly.)
- Copy of audio or video material will be charged at the cost of media.

FACILITIES

Administrative Office, 55 E. Richmond Street	630-969-8080
Westmont Community Center, 75 E. Richmond Street	630-963-5252
Westmont Fitness Club, 424 Plaza Drive	630-789-2673
Twin Lakes Golf Club, 400 W. 59 th Street	630-852-7167

If the FOIA Requestor would like a review of a request please see the below

Public Access Counselor
Office of the Illinois Attorney General
500 South 2nd Street
Springfield, IL 62701
PAC hotline: 877-299-3642
Public.access@ilag.gov

WESTMONT PARK DISTRICT ORGANIZATIONAL CHART

