

**Village of Somonauk**  
**Freedom of Information Act (F.O.I.A.)**  
**Village Rules and Regulations**  
**5ILCS 140/1 et seq.**

The following information is being provided to Section 4(b) of the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

All requests to inspect, copy or certify public records of the Village of Somonauk must be submitted to the Village in writing. The Village encourages requesters to submit their requests on a form available at Village Hall and on the Village website. Requests will be accepted by mail, personal delivery, fax, email, or other means available. Form may be used for the requestor's convenience. The village will review all written request in any form. The village will review and respond to each written request in a manner consistent with the Illinois Freedom of Information Act.

**Requests shall be submitted to:**

Freedom of Information Officer  
Village of Somonauk  
131 S. Depot, P. O. Box 218  
Somonauk, IL 60552

Village Hall Phone: 815-498-3500  
Village Fax: 815-498-3569  
Village email: [villageofsomonauk@indianvalley.com](mailto:villageofsomonauk@indianvalley.com)  
Village Web site: [vil.somonauk.il.us](http://vil.somonauk.il.us)  
Hour of Operation:  
8:00 am – 4:30 pm Monday-Friday  
8:00 am to 12:00 noon Saturday

Fees for copies of records are as follows:

Black and white copies (letter or Legal)-No charge for 1<sup>st</sup> 50 pages- \$.15 per page thereafter.

Certification: \$1.00  
Maps: \$5.00  
UDO: \$30.00 each  
Mailing: Cost of Postage

**All fees must be paid prior to release of records. All fees must be paid in cash, by cashier's or certified check, or by money order prior to the copying, certification and/or mailing any public record. Documents are furnished free of charge or at the reduced rate if the request is in the public interest in that it is for the health, safety, welfare or legal rights of the general public; and it is not for the principal purpose of personal or commercial benefit.**

The Village of Somonauk will respond to all written request within five (5) business days from the date request unless the Village requires an extension pursuant to Section 3 © of the Act. If an extension is requested or a request denied, the Village will notify the requester in writing stating the specific reasons or reasons for the extension or denial.

Records may be inspected or copied. If inspected, an employee must be present throughout the inspection.

If a request is denied the requestor has the right to seek review of the issue by the Public Access Counselor in the Attorney General's Office. The requestor also has the right to seek judicial review by filling a court case.

## Freedom of Information Act Village information

The mission of the government of the Village of Somonauk is to preserve the quality of life by providing municipal services that are responsive to the needs of the residents and businesses and are reliable, efficient and fiscally responsible.

The total amount of operating FY 2009/2010 is approximately \$1,009,900.00. Funding sources are property and personal property taxes, state and federal, grants fines and fees.

### Taxes levied may include:

Corporate Funds  
Bonds and Interest  
Police Protection  
Garbage  
Audit  
Liability Insurance  
Social Security

The Village of Somonauk employees seven (7) full time and six (6) part time employees.

### Municipal Property:

Village Hall	Somonauk Police Department	Somonauk Sewer Plant	Water Treatment Plant
131 S. Depot	140 W. DeKalb St.	500 S Gage St.	215 N. Gage St.

**Village President:** Aaron Grandgeorge  
[villagepresident@indianvalley.com](mailto:villagepresident@indianvalley.com)  
815-498-3500

<b>Village Trustees:</b>	Mike Conley 815-498-1335	Rich McMillen 815-498-2181
	Jason Larson 815-712-3891	Scott Merrill 815-528-5271
	Rebecca Morphey 815-498-3221	Jay Wiegman 815-830-3565

<b>F.O.I.A. Officers:</b>	Rebecca Morphey Village Trustee	Denise Delisio Village Clerk
	Denise Mestemaker Village Treasure	Kourtney Herren Office Assistant

### Village Contact Information:

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    8:00 am to 12:00 noon       Saturday

### **Meeting Schedules**

The Village Board meets on the second Wednesday of the month at 6:30 pm (Schedule attached)  
Planning & Zoning Board meets quarterly on the second Tuesday, February, May August and November  
at 4:30 pm.  
Summer Fest Committee meets the third Wednesday of the month at 6:00 pm.

### **Public Records Available upon Request (but not limited to)**

Subject to any and all applicable exemption

Monthly Statements  
Annual Receipts & Disbursement Reports  
Budget & Appropriation  
Levy Ordinance  
Operating Budget  
Annual Audit  
Minutes/ Agenda  
Treasures report Monthly/yearly  
Ordinances/ Resolutions  
Financial Records  
FOIA Requests and answers  
Maps & Boundaries  
Building Permits Codes  
Salary Schedule