



**Municipal Directory and
Freedom of Information Act Procedures
2024**

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1. Mission Statement

Be community focused

2. Vision Statement

A place where everyone belongs

3. Core Values

Safety, Inclusion, Stewardship, Impact

4. Purpose

The Lisle Park District is a separate unit of local government, established in 1967, governed by a Board of five elected Commissioners who serve without pay. It is the purpose of the Lisle Park District to provide year-round recreational programs, facilities and open space for the District residents. Parks and programs are designed to provide wholesome, constructive, and enjoyable leisure time experiences that benefit the individual, the family and the community. The Board of Park Commissioners acts as the legislative and policy making body of the District in the operation, improvement and planning of its parks, recreation programs, facilities, personnel and fiscal operations.

5. Operating Budget

Fiscal Year 2024 Operating Budget: \$13,134,043.

6. Facilities

Administration & Recreation Center
1925 Ohio Street
Lisle, IL 60532
Ph: 630-964-3410
Fax: 630-964-7448

River Bend Golf Club
5900 S. Rte. 53
Lisle, IL 60532
Ph: 630-968-1920
Fax: 630-968-5057

Community Center/Sea Lion Aquatic Park
1825 Short Street
Lisle, IL 60532
Ph: 630-964-3410

River Bend Golf Club Maintenance
5501 Riverview Drive
Lisle, IL 60532
Ph: 630-968-1989

Parks & Facilities Department
1820 Short Street
Lisle, IL 60532
Ph: 630-968-1012
Fax: 630-829-5709

Museums at Lisle Station Park
921 School Street
Lisle, IL 60532
Ph: 630-968-0499

7. Board of Park Commissioners

Kari Altpeter, President
Timothy Wessel, Vice President
Thomas Hummel, Commissioner
Teri Tapella, Commissioner
Jason Dombroski, Commissioner

Term expires April 2025
Term expires April 2025
Term expires April 2025
Term expires April 2027
Term expires April 2027

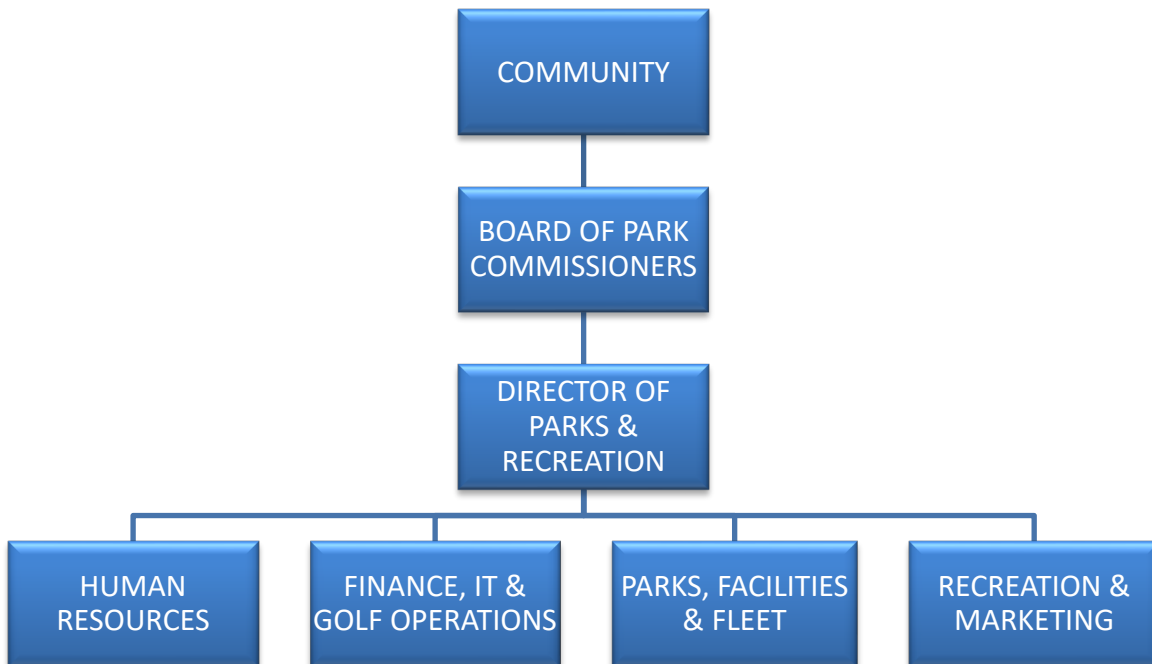
For Park Commissioner Contact and Meeting Information, click [HERE](#)

8. Employees

Full time employees: 33
Part time/seasonal: approximately 140

For Staff Directory, click [HERE](#)

9. Functional Subdivision Block Diagram



10. How to File a Freedom of Information Act (FOIA) Request

The Freedom of Information Act is designed to allow the public to inspect or receive copies of public records. However, it does not require a public body to answer questions. To the extent that you wish to ask questions of the Lisle Park District, you may call the Recreation Center at 630-353-4310 to be directed to the appropriate person.

In addition to being in writing, all FOIA requests must specify the records being sought for review and the format in which the record is requested (paper copy, electronic file, etc.). Please describe the information you are seeking with as much information on the subject matter as possible, as that may expedite the search process. All requests must also specify whether the records are requested for a commercial purpose. Fees as allowable under the Freedom of Information Act may apply.

The FOIA request should include the requestor's name, home address, email address, and a daytime telephone number so the Park District can contact the requester if it has any questions or seeks clarification on the request.

You may submit your written request for public records by mail, in person, by fax or email.

By mail: Lisle Park District FOIA Officer
1925 Ohio Street
Lisle, IL 60532

In person: Lisle Park District Recreation Center
1925 Ohio Street
Lisle, IL 60532
Attention: FOIA Officer

By fax: 630-964-7448

By email: info@lisleparkdistrict.org

There is no fee for up to 50 pages of standard paper copies. For pages beyond 50 there is a 15 cent per page charge. You are entitled to request a waiver of copying fees. To do so, you must include the following (or similar) statement in your written FOIA request: "I request a waiver of all fees associated with this request." In addition, you must also include a specific explanation as to why your request is in the public interest – not simply your personal interest – and merits a fee waiver.

After your request is received a response will be issued within five (5) business days with the requested records unless your request is denied or an extension is required.

Questions regarding the FOIA process can be addressed by calling the Lisle Park District at 630-964-3410.

11. Information Readily Available

The following information and documents are available on the District's website and do not require the submission of a FOIA request:

- Board of Park Commissioners
 - Contact Information
 - Meeting Dates, Agendas, Packets, Recordings, and approved Minutes
- Staff Directory and Contact Information
- Financial Reports including:
 - Operating Budget
 - Treasurer's Report
 - Annual Comprehensive Financial Report
 - Paid Invoices Report
 - Revenues Breakdown
 - Vendor Report
 - Open Meetings Act Compensation Disclosure
- Ordinances, Resolutions, and Policies, including but not limited to:
 - Ordinance Regulating the Use of Parks & Property ("Conduct Ordinance")
 - Code of Conduct
 - Behavior Management Policy
 - Recently Adopted Ordinances and Resolutions

- Planning Documents
 - Strategic Master Plan
 - Cost Recovery, Resource Allocation and Revenue Enhancement Study

12. Lisle Park District FOIA Officers

Dan Garvy
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Lisle Park District
1925 Ohio St.
Lisle, IL 60532
dgarvy@lisleparkdistrict.org

Scott Silver
Superintendent of Finance, IT & Golf Operations
Lisle Park District
1925 Ohio St.
Lisle, IL 60532
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