

CATEGORIES OF INFORMATION AVAILABLE

Grayslake Community Park District
Categories of Information Available
Through the Freedom of Information Act (FOIA)

- I. *Ordinances*
 - A. Financial Ordinance
 - 1. Tax Levy
 - 2. Budget & Appropriations
 - 3. Bond
 - B. Other General Information
- II. Resolutions
 - A. Financial
 - B. Other
 - 1. Identity Protection Policy
- III. Board and Committees
 - A. Board Meeting Notices and Minutes
 - B. Board and Committee Meeting Notices
 - C. Committee Meeting Notices and Minutes
- IV. Director's Monthly Reports (including references to available staff reports)
- V. Contracts
 - A. Leases (as Lessee and Lessor)
 - B. Licenses (as Licensor)
 - C. Maintenance/Service Contracts
 - D. Intergovernmental Agreements
 - E. Other
- VI. Financial Records
 - A. Annual Audit Reports (CAFR)
 - B. Annual Treasurer's Reports
 - C. Voucher Lists
 - D. Receipt and Disbursement Ledgers
 - E. Bills (Filed by Vendor)
 - F. Tax Statements
 - G. Other
- VII. Memoranda
 - A. Legal Counsel (pending legal approval)
 - B. Staff (included in Board Packets)
 - C. Other (Filed by subject matter)
- VIII. Asset Records
 - A. Property Records
 - B. Fixed Asset Inventory
 - C. Asset Purchase Records
 - D. Asset Maintenance Records
 - E. Maps, Aerial Photography, Surveys
 - F. Exempt Property Affidavits
 - G. Applications for Exemption
 - H. Other

- IX. Planning Documents
 - A. IT Plan
 - B. Natural Area Management Plan
 - C. ADA Transition Plan
- X. Capital Projects Documents
 - A. Bid Packages
 - B. Plans and Specifications
 - C. Bid Proposals (After contract award)
 - D. Bid Recommendations
 - E. Contracts
 - 1. Architect
 - 2. Contractor
 - 3. Engineer
 - 4. Payment Applications & Supporting Documentation
 - 5. Surety Bonds
 - F. Other
- XI. Payroll Records
 - A. Lists, names, salaries, titles, dates of employment, personnel records
 - B. Job Descriptions
 - C. Other
- XII. Accounting Records
 - A. Cancelled Checks, Bank Statements, Deposit Slips, Cash Receipts
 - B. Other
- XIII. Policies and Procedures
 - A. Board Policy Manual
 - B. Personnel Manual
 - C. Park Code
 - D. Other
- XIV. Election Information
 - A. Certification of Results
 - B. Referenda Materials
 - C. Candidate Packets
 - D. Appointment of Vacancies
 - E. Oath of Office
 - F. Nominating Petitions
 - G. Other
- XV. Insurance Documents
 - A. Policies
 - B. Certificates of Insurance
 - C. Other
- XVI. Completed Litigation