

**RESOLUTION 10-05**

**A RESOLUTION SETTING FORTH PROVISIONS FOR  
COMPLIANCE WITH THE ILLINOIS FREEDOM OF INFORMATION ACT (FOIA),  
DESIGNATION OF FOIA OFFICERS**

WHEREAS, the Freedom of Information Act (FOIA) took effect on July 1, 1984 (5 ILCS 140/1 *et seq.*) and was substantially amended by PA 96-0542 effective January 1, 2010; and

WHEREAS, such Act is intended to provide the public with greater access to the records of public bodies; and

WHEREAS, it is necessary for the Village of West Dundee to designate a FOIA Officer and Deputy FOIA Officer to ensure its full compliance with said Act, so that the public policy stated therein can be carried out effectively and efficiently with respect to the records of the Village.

BE IT ORDAINED by the President and the Board of Trustees of the Village of West Dundee, Kane County, as follows:

SECTION 1: The Village Manager, Joseph Cavallaro, and Supervisor of Administrative Services, Kevin Burke, are hereby designated as the FOIA Officers to whom all initial requests for access to the records of the Village are to be referred. Such requests are to be made at the offices of the Village Manager at 102 South Second Street, West Dundee, Illinois, or the Supervisor of Administrative Services at 555 South Eighth Street, West Dundee, Illinois, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. In the event that neither the Village Manager nor Supervisor of Administrative Services are available during the times described above, the Executive Secretary, Kim Tibbetts, at 102 South Second Street, West Dundee, Illinois, or the Records Clerk, Bonnie Hancock, at 555 South Eighth Street, West Dundee, Illinois, are designated as the Deputy FOIA Officers to whom such initial requests are to be made.

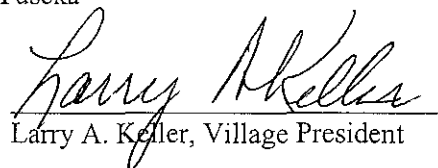
SECTION 2: The FOIA Officers and Deputy FOIA Officers shall, within six (6) months after January 1, 2010, successfully complete an electronic training curriculum to be developed by the Public Access Counselor of the State of Illinois and thereafter successfully complete an annual training program. Whenever a new Freedom of Information Officer is designated by the Village, that person shall successfully complete the electronic training curriculum within 30 days after assuming the position.

PASSED this 15th day of February, 2010, by the Village of West Dundee Village Board, County of Kane, Illinois, by a roll call vote as follows:


AYES: Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka

NAYS:

ABSENT:

  
Larry A. Keller, Village President

ATTEST:

  
Barbara Traver, Village Clerk