



MUNICIPAL DIRECTORY

The Batavia Park District is a unit of local government incorporated and organized under the laws of the State of Illinois which has the purpose of providing leisure services, leisure facilities and open space for the residents of the Batavia Park District.

The approximate amount of the budget of the Batavia Park District is \$8.2 million. The Park District's administrative offices are located at 327 W. Wilson Street. The Park District has 41 full-time employees and approximately 200 part-time employees. The Batavia Park District serves the recreational needs of the residents and surrounding communities.

The Park District is governed by the following Board of Commissioners:

Pat Callahan	President
John Tilmon	Vice President
Sam Bell	Treasurer
Julie Larson	Secretary
Tara Gray	Commissioner

Park District Office Locations

Administrative Office

Civic Center

327 W. Wilson St.

Batavia, IL 60510

Eastside Community Center

14 N. Van Buren St.

Batavia, IL 60510

Maintenance Facility

700 S. River St.

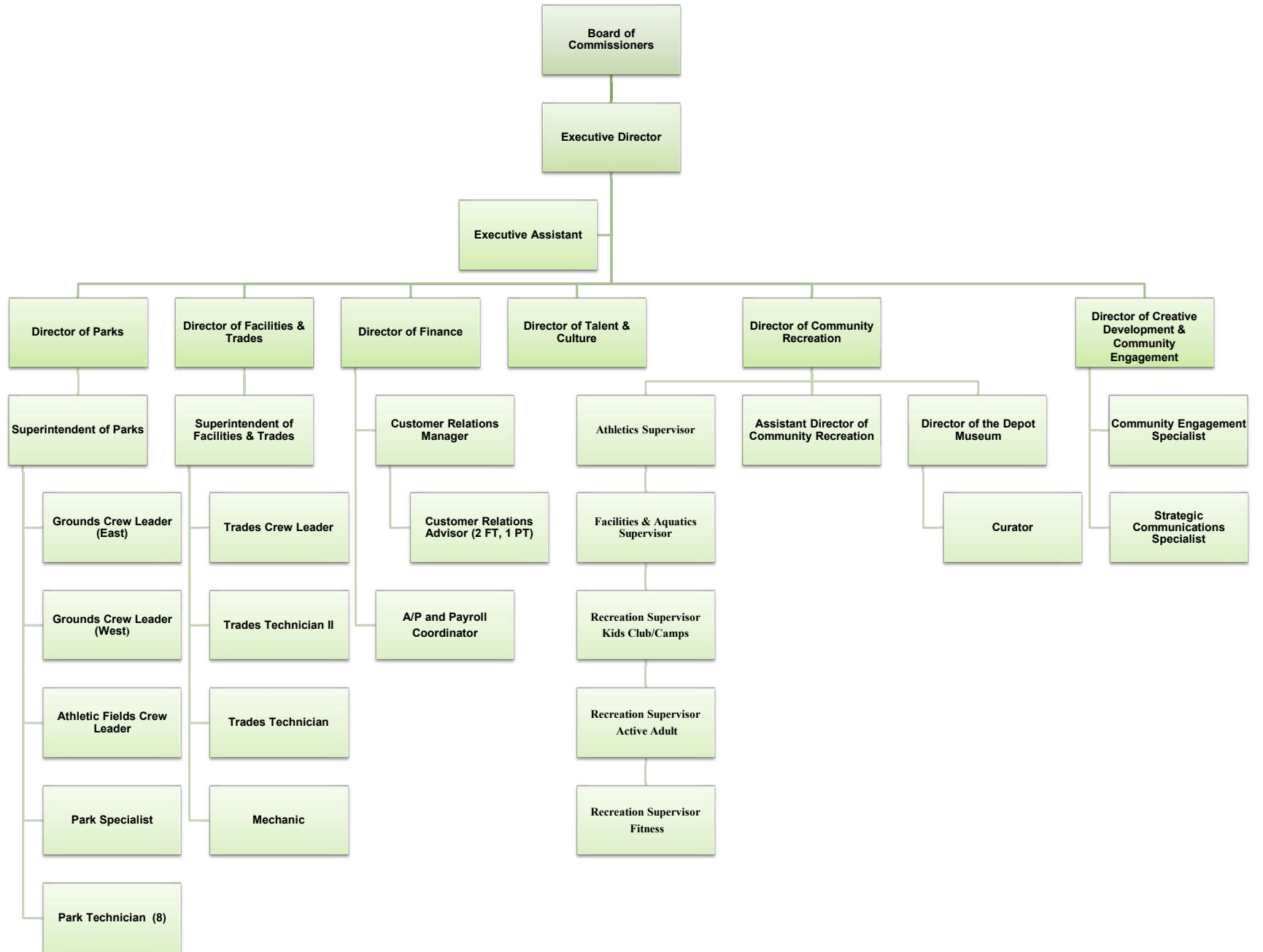
Batavia, IL 60510

Depot Museum

155 Houston St.

Batavia, IL 60510

2023 Organizational Chart





RECORD REQUESTS

Any person requesting records of the Batavia Park District may do so in person or in writing at the administrative offices located at 327 W. Wilson Street. Such requests should be made to Allison Niemela, FOIA Officer, at said address. Requests may also be emailed to allisonn@bataviaparks.org, faxed to the attention of Allison Niemela at 630-879-9537, or mailed to Batavia Park District, Attention: FOIA Officer, 327 W. Wilson Street, Batavia, IL 60510. Please specify in particular the records requested to be disclosed and copied. A FOIA request may also be submitted online at www.bataviaparks.org. All requests must be in writing and should be addressed to the FOIA Officer. If you desire that any records be certified, you must indicate that in your request and specify which records must be certified.

The fees for any such records, if the person requesting the records wishes them to be copied, are as follows:

- First 50 pages, black and white, letter or legal size copies, no cost.
- Additional pages, black and white, letter or legal, actual cost to \$0.15.
- Electronic records will be formatted subject to reimbursement for costs of recording medium.
- Color copies or copies in a size other than letter or legal shall be reimbursed to actual costs.
- The cost of certifying a record will be \$1.00.

Records may be furnished without charge or at a reduced charge, as determined by the Batavia Park District, if the person requesting the documents states the specific purpose for the request and indicates that a waiver or reduction of the fee is in the public interest. Waiver or reduction of the fee is in the public interest if the principal purpose of the request is to access and disseminate information regarding the health, safety and welfare or the legal rights of the general public and is not for the principal purpose of personal or commercial benefit.

Pursuant to Section 3.5 of the Freedom of Information Act (FOIA), the FOIA Officers have designated the following documents or categories of records that shall be immediately disclosed to the public upon request:

1. Ordinances/Resolutions maintained in printed form
2. Approved open meeting minutes
3. Most recently approved budget and audit reports

FOIA Officers

Allison Niemela
Executive Director
327 W. Wilson St.
Batavia, IL 60510
allisonn@bataviaparks.org

Brent Strumpf
Director of Finance
327 W. Wilson St.
Batavia, IL 60510
brents@bataviaparks.org

Lindsey Williams
Executive Assistant
327 W. Wilson St.
Batavia, IL 60510
lindseyw@bataviaparks.org



REQUEST FOR PUBLIC RECORDS

To: Allison Niemela
FOIA Officer
327 W. Wilson St.
Batavia, IL 60510

Today's Date: _____

From:

Name

Address

Phone

E-mail

Description of requested record(s):

Please indicate how you would like to view the above captioned records:

_____Inspect _____Copy _____Both

Would you like the above captioned records to be certified? Yes _____ No _____

Date received: _____ Response due date: _____

Office Notes: