

BIG ROCK FIRE PROTECTION DISTRICT

FREEDOM OF INFORMATION ACT STATEMENT
DOCUMENT LISTING AND POLICY

The following information is supplied by the Big Rock Fire Protection District pursuant to Sections 4 and 5 of the Illinois Freedom of Information Act (5 ILCS 140/4 & 5):

1. Descriptive Statement:
 - a. The Big Rock Fire Protection District is a public fire protection district organized and operating under the provisions of the Illinois Fire Protection District Act (70 ILCS 705/0.01 et seq.)
 - b. It is located in the following county: Kane
 - c. It operates a fire department from the following location: 47W863 Second St., Big Rock, IL 60511
 - d. Persons desiring to contact the department may contact the District's Freedom of Information Act Officer at Bphillips@bigrockfire.com
 - e. The District is governed by a Board of Trustees consisting of 5 persons. Meetings of the Board are held on the second Tuesday of each month at 10:00am at the fire station.
2. The district maintains the following types and categories of records:
 - a. General Ordinances
 - b. Budget and Appropriation Ordinances adopted annually.
 - c. Property Tax Levy Ordinances adopted annually.
 - d. Financial Reports prepared annually.
 - e. Minutes of meetings of the Board of Trustees.
 - f. Vouchers, Bank Statements and Records, and other financial records pertaining to receipts and disbursements of the district.
 - g. Correspondence
 - h. Fire and incident reports
3. Records of the district which are available for immediate disclosure are: None
4. Records of the district which are subject to disclosure under the Freedom of Information Act may be requested in writing from the Freedom of Information Act Officer listed at the above email address or physical address. Requests will be processed within the time permitted by the Freedom of Information Act: five (5) business days for non-commercial requests and twenty-one (21) business days for commercial requests unless additional time, as permitted by the Act, is required to process the request, in which case the person making the request will be notified in writing of the action taken with reference to the person's request. Records will generally be made available at the district's fire station for inspection at a mutually convenient time. Copies of records will be furnished in accordance with the provisions of the Freedom of Information Act (the first 50 pages of material will be provided without charge. Additional pages will be charged at the rate of 15 cents per page. Color or oversize copies will be supplied at actual cost). Any request for a waiver of copying fees must be in writing and accompany the request for copies.
5. A denial of any records request will be made in writing to the person making the request and a request for review of any denial may be made to the Public Access Counselor, Public Access Bureau, Office of the Attorney General, 500 South Second Street, Springfield, Illinois 62706 (217-558-0486) under Section 9.5 of the Freedom of Information Act (5 ILCS 140/9.5) within sixty (60) days of the date of denial. Persons whose request is denied may also seek judicial relief under Section 11 of the Freedom of Information Act (5 ILCS 140/11).