

**Freedom of Information Act Transparency Policy**  
**Summary of Staff Time and Other Costs Incurred in Responding to Request**  
**December 15, 2020 To Date**

Date	Description	Staff Member-Hours	Legal Fees	Other Costs
Received 12/15/20  Responded and closed: 12/15/20	Kaza Rhan - LocalLabs, publisher of Prairie State Wire Request for data on the District's elected boards and officials that included the following: Name/Term Start & End Date/Salary/Email Address	Administrative Assistant - .25 hours	N/A	N/A
Received 7/19/21  Responded and closed: 7/19/21	Vinay TV - Snap Tax Lien Search Request for Special Assessments, Code Violations, Open/Expired Building Permits, Unpaid Water/Sewer Bills for residential home in Frankfort Square, unrelated to Park District	Administrative Assistant - .25 hours	N/A	N/A
Received 7/23/21  Responded and closed 7/23/21	Susan Jones - ZeroWaste USA, LLC Invoices for dog, pet waste bag purchases. Request sent in error and was meant for Frankfort Park District. Confirmed with requestor, no documents needed.	Administrative Assistant - .25 hours	N/A	N/A