

## **LIST OF TYPES OF PUBLIC RECORDS MAINTAINED BY THE VILLAGE**

The types of public records maintained by the Village and available for inspection include the following:

### **GENERAL**

- Board meeting schedules
- Board minutes, resolutions and ordinances
- Board policies and administrative procedures
- Legal notices
- Employee names, titles, and dates of employment
- Names and Officers of Village Board
- Job descriptions
- Agendas
- Official bonds
- Records of Village ownership of real or personal property
- Contracts and Agreements

### **FINANCIAL**

- Annual budgets
- Bond ordinances
- Treasurer's report
- Appropriation ordinance
- Salaries & Payroll records
- Financial statements
- Tax levies
- Audit reports
- Bills or invoices issued and received by Village
- Purchase orders
- Payments
- Receipts for revenue

### **BUILDING**

- Building permits
- Inspection Reports
- Contractor's licenses
- Business licenses
- Record of violations

Note:

Exemptions under the Illinois Freedom of Information Act may allow non-disclosure of some parts of public records maintained by the Village.