



# Greater Round Lake Fire Protection District

## Freedom of Information Act

### General Information

The following information is provided in accordance with the Illinois Freedom of Information Act.

#### **Our Mission:**

To protect our residents, visitors and their property from the adverse effects of fires, medical emergencies and other dangerous, life threatening situations through:

Public Education and Training,  
Prevention and Planning,  
Community Interaction,  
-and-  
Safe, Efficient, Professional Emergency Response.

#### **Board of Trustees:**

Michael Kohlmeyer, President  
Richard Kenyon, Secretary  
Patrick Anderson, Treasurer  
Thomas Buehler, Trustee  
George Steinberg, Trustee

#### **Board of Fire Commissioners:**

Murrie Boston-Foy, Commissioner  
Dean Raymond, Commissioner  
Kevin Wallace, Commissioner

#### **Pension Fund Board of Trustees:**

David White, President  
Anthony Carraro, Secretary  
Patrick Anderson, Treasurer

James Devito, Trustee  
Paul Maplethorpe, Trustee  
Jerome Jarvis, Retired Trustee

#### **Foreign Fire Insurance Board of Trustees:**

Eric Beck  
Eric Hair  
James Wodrich  
Paul Maplethorpe

Jamie Kuebker  
William Schroeder  
Paul Willen

#### **Staff:**

Paul Maplethorpe, Fire Chief/Administrator  
vacant, Deputy Chief  
Douglas Zeigler, Fire Marshal

40 Fulltime Staff Members  
35 Volunteer/Part-time Staff Members  
12 Contract Staff Members

#### **Facilities:**

Station 1: 409 W. Nippersink Road; Round Lake  
Station 2: 1623 N. Cedar Lake Road; Round Lake Beach  
Station 3: 861 E. Hook Drive; Round Lake Beach  
Administrative Offices and Fire Prevention Bureau are located at Station 1.

**Operating Budget:** Fiscal Year 2014-15: \$7,622,500

Posted: November 2014



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### Information Requests

#### Release of Information:

All requests for information and public records may be made in person or by writing to the Fire Chief or his/her designee at the Administrative Offices of the District during normal weekday business hours. Requests shall be made in a format that is understandable to the District and provides sufficient detail as to the specific request. Commercial purpose requests must be identified at the time of request. Requests can be made:

- In person at: Fire District Administrative Offices  
409 W. Nippersink Road  
Round Lake, IL
- Via mail to the: Keeper of the Records  
Greater Round Lake F.P.D.  
409 W. Nippersink Road  
Round Lake, IL 60073
- Via e-mail to: [chief@roundlakefire.org](mailto:chief@roundlakefire.org)
- Via facsimile to: 847-546-0758

Requests received during non-business hours, whether in-person or by electronic means, shall not be considered received by the Fire District until the start of the next business day.

Interested members of the public are encouraged to discuss specific records requests with Fire District staff to assist with the selection and receipt of the desired documents.

#### Report Fees (non-commercial requests):

Black & White Photocopies of Public Documents	.15 each (after 1 <sup>st</sup> 50 pages)
Color Copies of Public Documents	.25 each
Copies of Photographs (small)	2.00 each
Copies of Photographs (large)	5.00 each
Other Record Medium	Actual Cost of Medium

#### Report Fees (commercial requests):

Black & White Photocopies of Public Documents	.15 each (after 1 <sup>st</sup> 50 pages)
Color Copies of Public Documents	.25 each
Copies of Photographs (small)	2.00 each
Copies of Photographs (large)	5.00 each
Other Record Medium	Actual Cost of Medium
Research Time	10.00/hour (after 1 <sup>st</sup> 8 hours)



# Greater Round Lake Fire Protection District

## Freedom of Information Act

### Index of Public Records

#### Categories of Public Information Available:

##### General Information:

Public Meeting Minutes	Treasurer's Reports	Audit Reports
Accounts Receivable	Accounts Payable	Vendor Invoices
Official Correspondence	Incident Reports	Ordinances
Resolutions	Policies	Rules & Regulations
Standard Operating Guidelines	Department Memorandums	Grant Applications
Contracts	Equipment Specifications	Bidding Documents
Vehicle Inspection Reports	Attendance Rosters	Overtime Records
Insurance Contracts	Daily Log	Incident Statistics
Training Records	Safety Manual	Accident Investigations
Employee Information	District Boundaries/Maps	Legal Decisions
FOIA Requests	Sara Title III Information	Legal Notices
Historical Information		

##### Fire Prevention Bureau:

Inspection Reports	Violation Notices	Investigation Reports
Investigation Photographs	Plan Review Reports	Official Correspondence

##### Board of Fire Commissioners:

Public Meeting Minutes	Initial Eligibility Registers	Final Eligibility Registers
Final Adjudication of Cases		

##### Pension Fund:

Public Meeting Minutes	Treasurer's Reports	Audit Reports
Actuarial Reports	Investment Information	Resolutions
Policies	Accounts Receivable	Accounts Payable
Listing of Members	DOI Annual Report	

##### Foreign Fire Insurance Board:

Public Meeting Minutes	Treasurer's Reports	Audit Reports
Accounts Receivable	Accounts Payable	Purchase Orders