



## **Hillsboro**

As directed by 5 ILCS 140/4 (from Ch. 116, par. 204 ) this packet includes:

A brief description of the City of Hillsboro, which includes:

- § A short summary of its purpose,
- § A block diagram giving its functional subdivisions,
- § The total amount of operating budget,
- § The number and location of its separate offices,
- § The approximate number of full and part-time employees
- § The identification and membership of any board, commission, committee, or council which operates in an advisory capacity relative to the operation of the public body

A brief description of the methods whereby the public may request information and public records.

A directory designating the Freedom of Information officer or officers.

The address where requests for public records should be directed.

The fees allowable under section 6 of this Act.

This information is also available on its web site [www.hillsboroillinois.net](http://www.hillsboroillinois.net)



## **Hillsboro**

Hillsboro is located at the junction of Illinois Route 127 and 16, just 11 miles East of Interstate 55 and 22 miles North of Interstate 70. With a population of 6,291 we are a small town located only an hour away from the bustle of city life in St. Louis, Springfield or Decatur.

Hillsboro operates under a Mayor-Council form of government operating under the Constitution and statutes of the State of Illinois. The Mayor and 4 Council members are elected at large and set policy for the City, adopt ordinances and resolutions and approve the annual budget. The budget appropriation for FY 09-10 is \$9,743,488.00.

Hillsboro currently retains 37 full time employees and in the summer we add 20 to 25 part-time employees

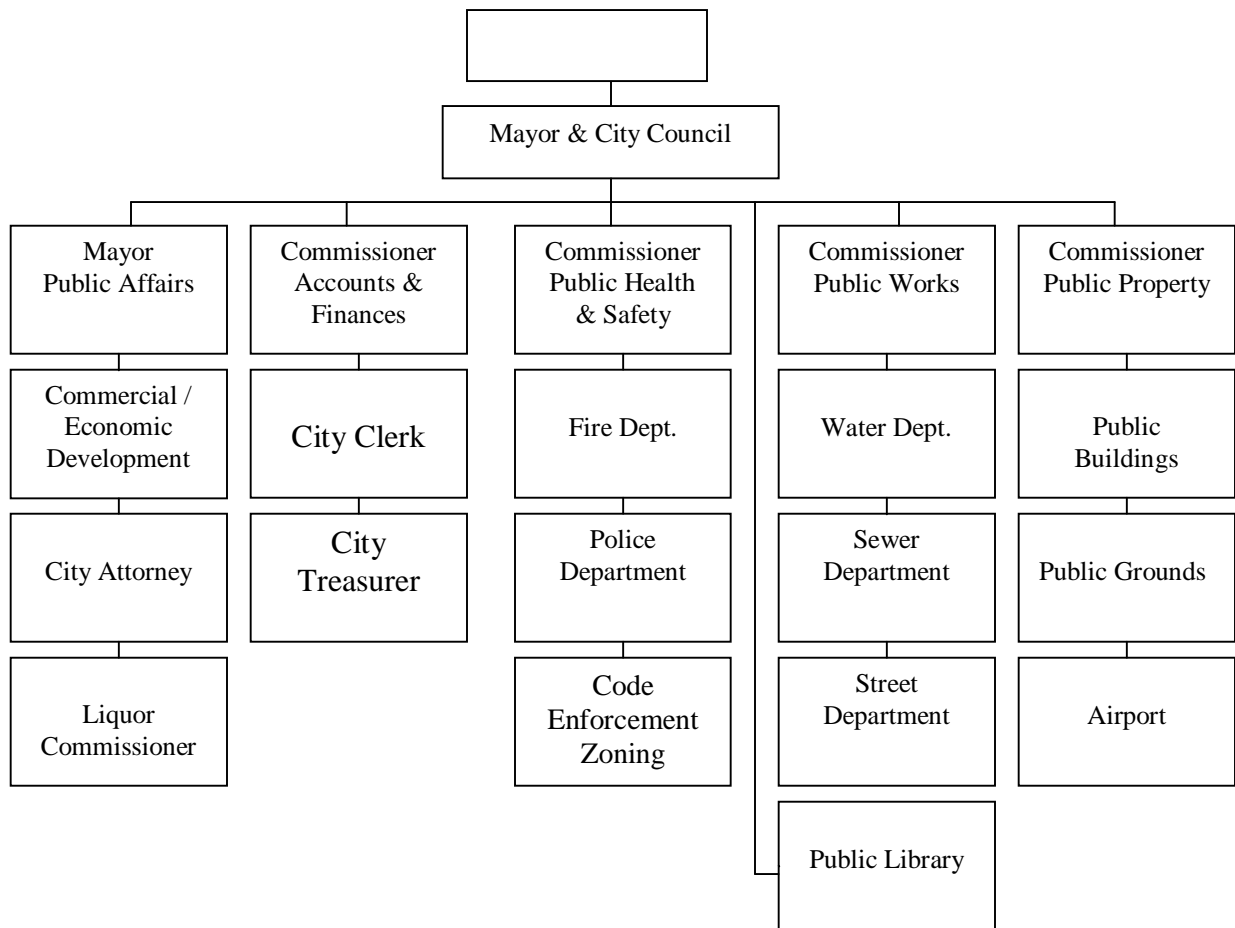
Mayor: William M. Baran

Commissioners: Geoff Trost, Connie Hill, Dennis McCammack and Chris Sherer

City Clerk: David Booher

City Treasurer: Beverly McCoy

### City of Hillsboro Organizational Chart



### Location of Offices

<b>Mayor's Office</b>	<b>City Clerk's Office</b>
<b>Hillsboro City Hall</b>	<b>Hillsboro City Hall</b>
<b>447 S Main</b>	<b>447 S Main</b>
<b>Hillsboro, IL. 62049</b>	<b>Hillsboro, IL. 62049</b>
<b>(217) 532-5566</b>	<b>(217) 532-5566</b>
<b>Treasurer's Office</b>	<b>Water Collection's</b>
<b>Hillsboro City Hall</b>	<b>Hillsboro City Hall</b>
<b>447 S Main</b>	<b>447 S Main</b>
<b>Hillsboro, IL. 62049</b>	<b>Hillsboro, IL. 62049</b>
<b>(217) 532-5566</b>	<b>(217) 532-5566</b>
<b>Police Department</b>	<b>Fire Department</b>
<b>447 S. Main Suite 5</b>	<b>101 S. Broad Street</b>
<b>Hillsboro, IL. 62049</b>	<b>Hillsboro, IL. 62049</b>
<b>(217) 532-6120</b>	<b>(217) 532-6129</b>
<b>Public Works Department</b>	<b>Waste Water Department</b>
<b>722 City Lake Road</b>	<b>510 Taylorville Road</b>
<b>Hillsboro, IL. 62049</b>	<b>Hillsboro, IL. 62049</b>
<b>(217) 532-3182</b>	<b>(217) 532-2951</b>
<b>Water Department</b>	<b>Park and Public Property</b>
<b>118 Smith Road</b>	<b>761 City Lake Road</b>
<b>Hillsboro, IL. 62049</b>	<b>Hillsboro, IL. 62049</b>
<b>(217) 532-2163</b>	<b>(217) 532-6778</b>
<b>Hillsboro Public Library</b>	
<b>214 School Street</b>	
<b>Hillsboro, IL. 62049</b>	
<b>(217) 532-3055</b>	

## **Board and Commission Members**

### **Police and Fire Commission**

3 Members

Hewitt	Term expires 2011
Markos	Term expires 2012
Hough	Term expires 2010

### **Fire Pension Board**

Lanthrip	elected by beneficiaries
Noyes	appointed
Goad	elected from participants
Leisure	elected from participants
O'Neil	appointed

### **Police Pension Board**

Evans	appointed
Brewer	elected by participants
Sheldon	elected by participants
Turcol	elected by beneficiaries
Unger	appointed

### **Library Board**

Chesser	May	Term Expires 2013
Enochs	May	Term Expires 2013
Baker	May	Term Expires 2013
Adams	May	Term Expires 2012
Noyes	May	Term Expires 2012
Collins	May	Term Expires 2012
Hertel	May	Term Expires 2011
Markel	May	Term Expires 2011
Gooding	May	Term Expires 2011

### **Planning Commission**

9 member board, 3 year terms

Gooding	Chairman	expires 2013
O'Neil	V. Chairman	expires 2013
Reitz		expires 2013
Mulch		expires 2012
Ott		expires 2012
Eisentraut		expires 2012
Brown		expires 2011
Dodd		expires 2011
Small	Recording Sec.	expires 2011

### **Zoning Board of Appeals**

7 member board, 5 year terms

Whitley, Chairman  
James  
Holcomb  
Albracht  
Chesser  
Knisley  
Gunn

### **Natural Resource Committee**

6 member board, 3 year terms

Thomas	expires 2012
Reynolds	expires 2011
Holman	expires 2013
Joy	expires 2012
Passariello	expires 2013

### **Hillsboro Airport Board**

Ullman  
Hughes  
Koontz  
Sullivan  
Osborn  
Dorf  
Schulte

## Requesting Public Records

Whenever possible, the request shall be placed with the department that serves as the keeper of the particular record (s) requested. Information on the appropriate department to contact may be obtained from the City Clerk who serves as the City's official keeper of records.

The Freedom of Information Act (FOIA) is a state statute (5 ILCS 140) that provides for a straight-forward, easy-to-use method for the public to gain access to records. Any person who wishes to inspect and/or obtain copies of public records from the City of Hillsboro shall submit a FOIA request to the City Clerk's Office unless the document can be obtained immediately.

All requests for city documents will be directed to the FOIA Officer in the City Clerk's Office. Requests for police documents are handled by the Police FOIA Officer and can be made by mail or in person at the Hillsboro Police Department located in City Hall at 447 S. Main, Hillsboro, IL.

The city will respond to all Freedom of Information requests within five working days of its receipt. If additional time is needed you will be notified of the City's intent to respond within an additional five working days as permitted under the Act. If any of the materials you have requested are exempt under the Act, you will be notified in writing of the specific exemption which applies to the documents and you will be provided with all non-exempt materials.

The following items can be requested without a FOIA:

City Clerk's Office:

City Council Minutes  
Ordinances  
Resolutions

Fees for FOIA documents are:

Department	Format	Fee
City Clerk's Office	Paper copies b/w	.05 (after first 50 pages)
City Clerk's Office	Paper copies color	.15 (after first 50 pages)
City Clerk's Office	Data CD	1.00 each
City Clerk's Office	Data DVD	1.00 each