



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



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 13-14 is \$8,660,648.13.

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

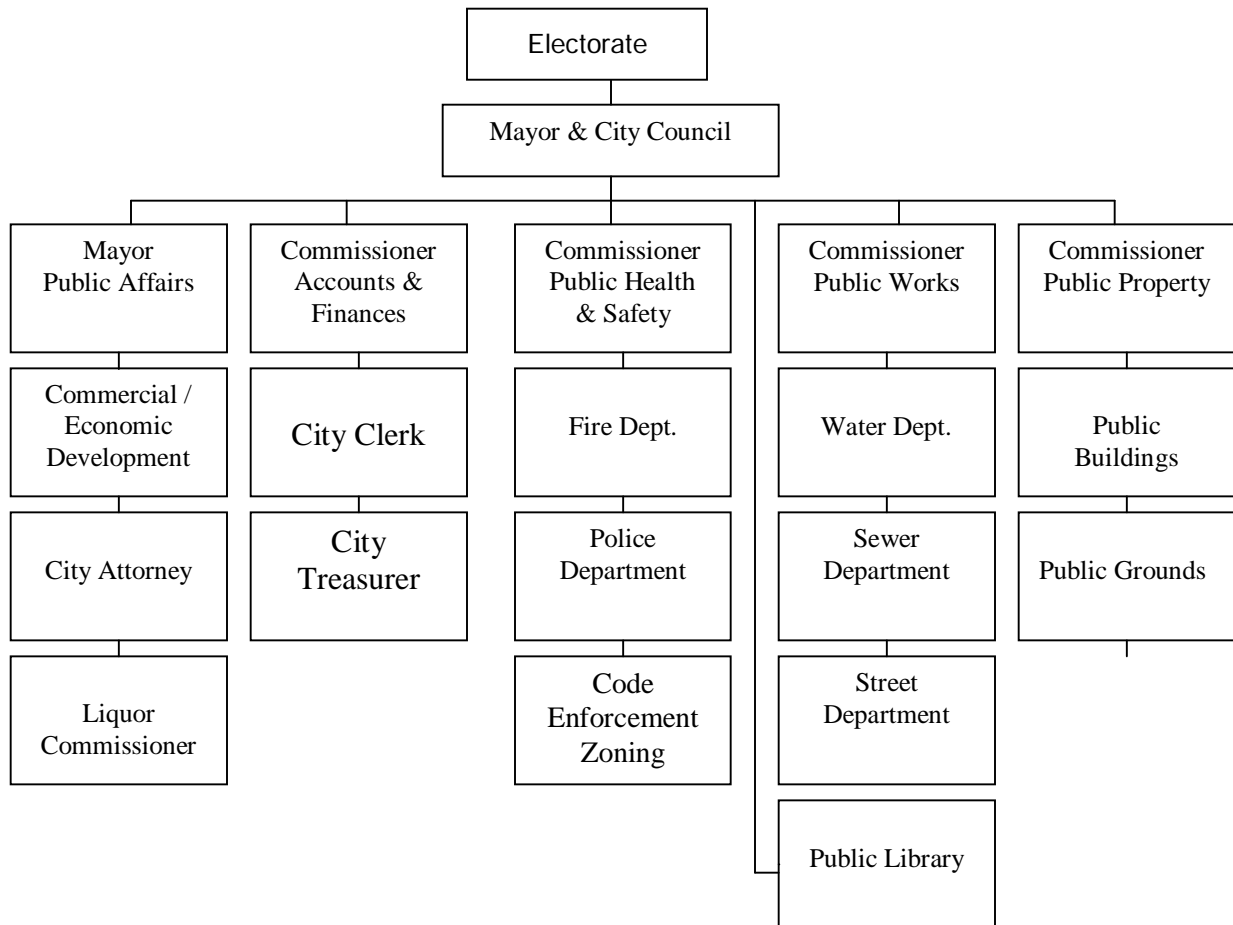
Mayor: John A. Downs

Commissioners: Chris Sherer, Bruce Holcomb, Dennis McCammack and Paul Smith

City Clerk: Cory Davidson

City Treasurer: Beverly McCoy

Organizational Chart



Location of Offices

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

Board and Commission Members

Police and Fire Commission

3 Members

Hewitt
Markos
Hough

Fire Pension Board

Lanthrip elected by beneficiaries
Goad elected from participants
Hewitt appointed
McCoy required
Steed elected by participants
Lee appointed

Police Pension Board

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

Library Board

Roy Hertel	06/30/2014
John Dalpazzo	06/30/2014
Joyce Gooding	06/30/2014
Brad Huber	06/30/2015
Janice Collins	06/30/2015

Planning Commission

9 member board, 3 year terms

Tom Gooding Chairman
Bob Mulch
Tobin Ott
Jeff Eisentraut
Rex Brown
David Powell
Barb Hewitt
Jeremy Conner
Greg Holcombe

Zoning Board of Appeals

7 member board, 5 year terms

Gunn
Hamblin
James
Philips
Albracht
Knisley
Fugate

Natural Resource Committee

6 member board, 3 year terms

Thomas
Holman
Joy
Passariello
Springer

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 and 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