



# The Village of Glenview

**Due to reduced administrative staffing at Village Hall to mitigate the community spread of COVID-19, it is strongly encouraged that FOIA requests be emailed to the personnel below in lieu of fax, in person or mail. This will assist staff in fulfilling your request promptly.**

## WRITTEN REQUEST FOR INSPECTION OR COPYING OF PUBLIC RECORDS

*In compliance with the Illinois Freedom of Information Act*

This original, signed FOIA form may be presented **in person, mailed, emailed or faxed** to the FOIA Officer at:

The Village of Glenview  
Lisa Goodwin  
2500 East Lake Avenue  
Glenview, IL 60026  
Phone: (847) 904-4370  
Fax: (847) 724-1518  
[lisag@glenview.il.us](mailto:lisag@glenview.il.us)

Glenview Police Department  
Lori Grandi  
2500 East Lake Avenue  
Glenview, IL 60026  
Phone: (847) 729-5000  
Fax: (847) 729-9489  
[lgrandi@glenview.il.us](mailto:lgrandi@glenview.il.us)

Date of request: \_\_\_\_\_  
Name of requestor: \_\_\_\_\_  
Address of requestor: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_  
Email address: \_\_\_\_\_

Describe in detail below the public records you are requesting (or attach a list). If the records relate to a specific address, please **include that address in your request below**.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you want copies of the documents?  Yes or  No  
If Yes, please indicate the following:  Electronic Copies or  Paper Copies  
If Electronic Copies, in what format? \_\_\_\_\_

Is this request for a Commercial Purpose?  Yes or  No  
*(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if requested to do so by the public body. 5 ILCS 140.3.1(c)).*

Are you requesting a fee waiver?  Yes or  No  
*(If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public. 5 ILCS 140/6(c)).*

The Village of Glenview will respond to the above request within five (5) working days from the above date unless one or more of the seven (7) reasons for an extension of time provided for in Section 3(d) of the Act are invoked by the Village.

Signature of requestor:     Rg     For Northwestside Coalition Date: 05-01-2021

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(For Office Use Only)

Authorization to inspect only: \_\_\_\_\_ Authorization to inspect and copy: \_\_\_\_\_  
Received by: \_\_\_\_\_ Date: \_\_\_\_\_

# THE VILLAGE AND THE ILLINOIS FREEDOM OF INFORMATION ACT

*As required by Section 4 of the Act*

## REQUESTING PUBLIC RECORDS

To request access to public records, complete the application on the reverse of this document and submit it to the FOIA Officer at the Village Hall, 2500 E Lake Avenue, Glenview, IL 60026. This application is available via the Village Manager's Office, or our website at [www.glenview.il.us](http://www.glenview.il.us). Call (847) 904-4370 or (847) 729-5000 with questions.

## FEES

No fees shall be charged for the first 50 pages of black and white, letter or legal sized copies requested. For 51 or more pages, the fee for black and white, letter or legal sized copies is 15 cents per page. The cost for certifying a record is \$1.

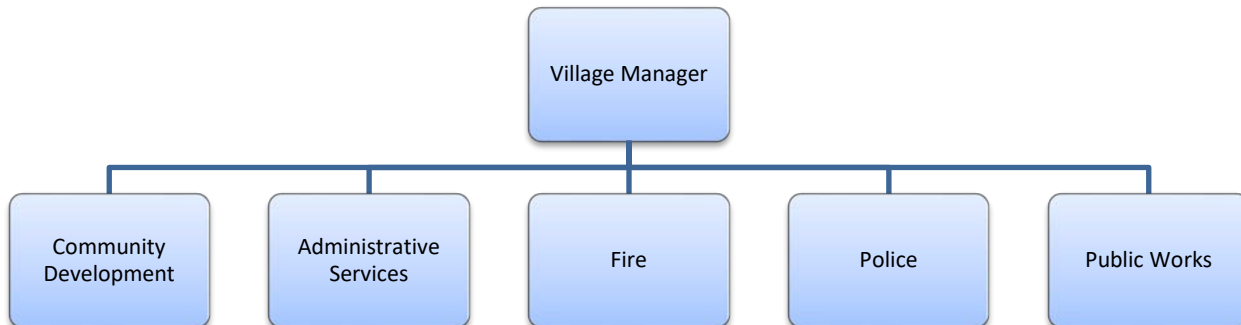
## THE VILLAGE OF GLENVIEW

The Village is a home-rule municipal government that operates on the council-manager form of government. A seven-member Board of Trustees, elected at large by Village residents, sets policy and determines local laws and ordinances; it appoints a paid Village Manager to carry out these policies and the manage day-to-day provision of public services.

## BOARD OF TRUSTEES (as of 2020)

Jim Patterson, *President* \* Mary W. Cooper \* Chuck Gitle \* John Hinkamp \* Michael Jenny \* Debby Karton \* Karim Khoja

## FUNCTIONAL SUBDIVISIONS



## VILLAGE OFFICES AND FACILITIES

Village Hall, 2500 East Lake Avenue \* Fire Station #6 and Headquarters, 1215 Waukegan Road \* Fire Station #7, 3507 Glenview Road \* Fire Station #8, 1901 Landwehr Road \* Fire Station #13, 831 East Lake Avenue \* Fire Station #14, 2250 Patriot Boulevard \* Police Station, 2500 East Lake Avenue \* Public Works Department, 2498 East Lake Avenue

## VILLAGE EMPLOYEES

In 2020, the Village has 267 full-time equivalent and 27 part-time equivalent employees.

## TOTAL OPERATING BUDGET

The Village of Glenview's 2020 total Operations and Maintenance budget for all funds is \$132,639,028.

To Whom It May Concern:

Pursuant to the Illinois Freedom of Information Act., I hereby request the following records:

Documentation on the usage of Ring cameras and/or Neighbors app in surveillance, policing and social media/technology including, but not limited to, the following:

- Memorandum(s) of Understanding
- Initial Bid Documents
- Requests for Proposals
- Any privacy impact assessments
- Any instructional materials or presentations
- Use policies and standard operating procedures
- Data retention policies
- Letters of Interest
- Usage policies
- Any informal agreements that reference Ring, Neighbors, Amazon, or otherwise guide its use or the relationship between this agency and the provider or developer of the camera and/or software.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 5 business days, as the statute requires.

Sincerely,

Northwestside Coalition