

FREEDOM OF INFORMATION ACT REQUIRED POSTING

The City of Elmhurst form of government was established by referendum in 1953. The referendum established Elmhurst's Council/City Manager form of government in a specific fashion wherein two Council members are elected in each Ward of the city and with a Mayor, Clerk and Treasurer elected at large. The legislative responsibilities and policy setting authority of the City of Elmhurst rests in the City Council which consists of fourteen (14) Aldermen representing the seven (7) Wards of the City of Elmhurst. The Council, through its power to pass ordinances; approve the budget; levy taxes; award contracts; appoint certain City Officers, Committees and Commissions, and directs the course of the City government.

City Council meetings are formal, with the Mayor acting as presiding officer, and follow Elmhurst ordinances relative to procedures and Robert's Rules of Order relative to parliamentary process.

The City Council has direct control over the City Manager and the City Attorney, the two employees of the city who are appointed by the Mayor with the consent of the City Council. The City Manager directs and controls the efforts of all other full-time and part-time employees of the city.

The municipal government in Elmhurst is a multi-service organization, providing a variety of services designed to meet the public needs. The City Manager interacts with the head of each department to formulate and direct operational procedures.

City administrators are readily available to the public and welcome the opportunity to meet with Elmhurst residents. The goal of the City management is to provide the best possible services to the public.

The Mission statement of the City is as follows: The City of Elmhurst is committed to provide **responsive** and **superior** governmental services in an **environment of respect** in order to protect and enhance the *quality of life* of those who live, work, visit, and conduct business in our community.

City of Elmhurst Budget*

Please refer to the City's website for the most current information [here](#).

Employee Information

Full Time Employees: 285

Part Time Employees: 93

How to Request a Public Record Through the Freedom of Information Act

All requests must be submitted in writing to the attention of the Freedom of Information Act Officer. Applicants may use the City of Elmhurst's suggested [FOIA Request Form](#) or may submit their own written request for records. Applicants choosing not to use the provided form must provide their full name, current address, phone number, a detailed account of the documents they are requesting and whether or not they are requesting the documents for commercial use.

The Freedom of Information Act Officer for the City of Elmhurst is Deputy City Clerk, Amanda Melone. The Freedom of Information Act Officer is located at the Elmhurst City Hall in the Administration Office on the 2nd Floor. City Hall is located at 209 N. York St., Elmhurst, IL 60126.

Written requests may be submitted in person at the Administration Office at City Hall, mailed to the attention of the Freedom of Information Act Officer or emailed to foia@elmhurst.org.

Requestors will be contacted within the time allotted by law with a response to their request; at that

time the requestor will be told of any fees associated with their request. For an additional charge documents may be certified. Certified documents have a signed and sealed letter from the City Clerk stating that the attached documents are true and correct copies of the original documents on file with the City of Elmhurst.

Locations of City Buildings

City Hall
209 N. York St.
Elmhurst, IL 60126

Fire Station #2
601 S. York St.
Elmhurst, IL 60126

Elmhurst History Museum
120 E. Park Ave.
Elmhurst, IL 60126

Police Department
125 E. First St.
Elmhurst, IL 60126

Elmhurst Public Library
125 S. Prospect Ave.
Elmhurst, IL 60126

Public Works Garage
985 S. Riverside Dr.
Elmhurst, IL 60126

Fire Station #1
404 N. York St.
Elmhurst, IL 60126

Wastewater Treatment Plant
625 S. IL Route 83
Elmhurst, IL 60126

Elected Officials, Board & Commission Members

CITY COUNCIL

Scott M. Levin , Mayor
Jackie Haddad Tamer, City Clerk
Dan Curran, City Treasurer

ALDERMEN

1st Ward
Marti Deuter
Jennifer Veremis

2nd Ward
Jacob Hill
Bob Dunn

3rd Ward
Chris Jensen
Dannee Polomsky

4th Ward
Brian Cahill
Noel Talluto

5th Ward
Tina Park
James A. Nudera

6th Ward
Emily Bastedo
Michael Honquest

7th Ward
Mike Brennan
Mark A. Mulliner