



Darien Park District FOIA information

Posted 6/30/25

The Darien Park District is a unit of local government that was incorporated on May 18, 1974 by voter referendum.

Summary of Purpose:

The Park District is organized as a general park district under the Illinois Park District Code to provide park and recreation services to a resident population of approximately 21,500.

Mission Statement:

To provide the highest quality recreation programs, facilities, and parks, that meet the needs and enrich the lives of all Darien Park District residents.

Board of Commissioners

Ray Jablonski
President
ray@darienparks.com

Luanne Spiros
Vice President
luanne@darienparks.com

Cathy Marchese
Treasurer
cathy@darienparks.com

Frank Noverini
Secretary
frank@darienparks.com

Steve Shanks
Commissioner
steve@darienparks.com

Darien Park District Offices

Darien Park District Community Center

7301 Fairview Avenue

Darien, IL 60561

Darien Sportsplex

451 Plainfield Road

Darien, IL 60561

Number of Employees as of 5/1/25:

Full Time: 15

Part Time (including seasonal): 97

Operating Budget:

The total operating budget for the Darien Park District for the fiscal year beginning May 1, 2025 through April 30, 2026 is approximately \$9,795,493. The Budget & Appropriations Ordinance was approved at the April 14, 2025 Board Meeting.

How to File a FOIA Request

The following are instructions on how to file a FOIA request:

1. To ensure that you preserve all of your rights under the Freedom of Information Act, you should file a written request for documents known as a Freedom of Information Request (FOIA). Address the request to the FOIA Officer of the public body.
2. Be as specific as possible when identifying the documents you wish to obtain so the public body can find the requested records. Providing as much information as possible in your request on the subject matter may expedite the search process.
3. Let the public body know whether you wish to examine the records in person or have copies.
4. Include your name, address, the date and daytime phone number, so that the public body can contact you if they have questions. You may submit your written request by mail, personal delivery, fax or e-mail or other means available, i.e. the public body's website.
5. The public body may offer a FOIA form, but the requestor is not required to use it if they so choose.
6. Always keep a copy of your FOIA request and any responses you get from the public body.

Requests should be addressed to:

Stephanie Gurgone, FOIA Officer

Executive Director
7301 Fairview Avenue
Darien, IL 60561

Matt Henderson, FOIA Officer

Director of Parks and Facilities
7301 Fairview Avenue
Darien, IL 60561

Freedom of Information Request Form

A public body must respond to a FOIA request within 5 business days after the public body receives the request. Day 1 of the 5-day timeline is the first business day after the request is received by the public body.

If additional time is needed, the public body must notify the requestor in writing within 5 business days after the receipt of the statutory reasons for the extension and when the requested information will be produced.

The public body can charge for copies. The first 50 copies of black and white letter size (8 ½ x 11) or legal size (11 x 14) are free. Additional copies can cost no more than 15 cents each. For color copies or abnormal size copies, the public body can charge the actual cost of copying.

The public body can charge the actual cost for purchasing a CD if the information is requested in an electronic format.

If the FOIA Request is denied, you will receive written notice with a specific legal reason under the Freedom of Information Act to justify the denial. You will be informed that you have a right to seek review of the issue by the Public Access Counselor (PAC) in the Attorney General's office along with the contact information as well as the right to seek judicial review by filing a court case.

The Public Access Counselor contact information is as follows:

Public Access Bureau

500 S. 2nd Street

Springfield, Illinois 62706

217-558-0486

publicaccess@atg.state.il.us

