



ROSELLE PARK DISTRICT

FREEDOM OF INFORMATION DIRECTORY



LOCATIONS

CLAUSS REC CENTER

555 W. Bryn Mawr Ave
Roselle, IL 60172
(630) 894-4200

10 NORTH ADMIN OFFICES

10 N. Roselle Rd
Roselle, IL 60172
(630) 894-4200

ABOUT US

WHO WE ARE

The Roselle Park District operates and manages over 158 acres of land in 16 parks, and offers approximately 276 recreational and seasonal programs. We provide a full range of activities and services year round. Major recreation programs include athletics, music, cultural arts, dance, day camps, fitness, preschool, outdoor recreation, trips, and special events.

MISSION STATEMENT

To improve the quality of life in our community through the provision of parks, recreation, and cultural amenities and open space.

VISION STATEMENT

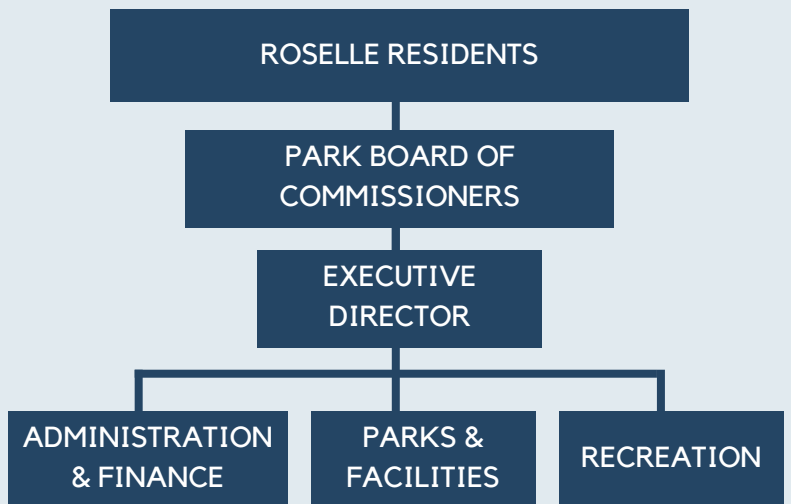
To be the best small park district in America – always evolving to provide memorable parks, recreation, and cultural experiences to the community.

PARK BOARD OF COMMISSIONERS

ELECTED OFFICIALS

- Laura Ellison**, President
- Jeff Peto**, Vice President
- Katie Kilbridge**, Treasurer
- Bob Furlin**, Commissioner
- Dan Italia**, Commissioner

DISTRICT ORGANIZATION



NUMBER OF EMPLOYEES

Total Full-Time Employees: 12
Total Part-Time Employees: 98

 (630) 894-4200

 rparks.org

BUDGET

TOTAL FY 2027 OPERATING EXPENDITURES: \$3,971,879

The Roselle Park District fiscal year is May 1 through April 30. The District's Administrative Office is responsible for the annual preparation and administration of the budget. The proposed budget is typically discussed at District Board meetings in March and adopted by the Board in May for the coming year. All of these meetings are open to the public. To view the most recent budget, visit our website at rparks.org.

FREEDOM OF INFORMATION ACT REQUESTS

It is the policy of the State that all persons are entitled to "full and complete information regarding the affairs of the Government and the official acts and policies of those who represent them."

Requests in accordance with the Freedom of Information Act shall be in writing. No specific form is required. Copies of a standard FOIA form are available at the Roselle Park District's offices and on the District's website at www.rparks.org/freedom-of-information-act.

Written FOIA requests may be submitted by mail, email or personal delivery to the designated FOIA officers. Records and information will be made available for inspection and copying unless the records or information are exempt under the Freedom of Information Act. Each request will be completed or denied within five (5) working days after it is received. The five (5) day period may be extended up to ten (10) working days if required.

There is no charge for the first 50 pages of black and white letter or legal sized copies. There is a \$0.15 charge for each additional page.

FOIA OFFICERS

Lynn McAteer, Executive Director
lmcateer@rparks.org

Nicolette Orlandino, Deputy Director
norlandino@rparks.org

THE ROSELLE PARK DISTRICT SHALL MAKE AVAILABLE ALL PUBLIC RECORDS TO ANY PERSON REQUESTING INFORMATION IN COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT. THE FOLLOWING IS A NON-EXHAUSTIVE LIST THAT INCLUDES BASIC CATEGORIES OR RECORDS THAT ARE AVAILABLE TO THE PUBLIC:

- Accounts Payable Records
- Agendas*
- Annual Financial Reports*
- Bid Documents*
- Board Packets
- Budgets*
- Correspondence and Memorandums
- Election Records
- General Ledgers
- Grants
- Job Descriptions
- Legal Notices
- Minutes*
- Monthly Financial Statements
- Ordinances
- Resolutions
- RFP/RFQ's *
- Strategic Plans

**Record available on the District's website at rparks.org*

ROSELLE PARK DISTRICT BOARD MEETINGS

Meetings are held at the Park District facility located at 10 North Roselle Road, on the second Wednesday of each month at 6:30pm. Meetings are open to the public and notices of all public meetings are posted at the principal office of the Board at 10 North Roselle Road and online at rparks.org.

For information on meeting updates and schedules please visit rparks.org.

LOCATION

Unless otherwise noted

10 North Admin Offices

10 N. Roselle Rd
Roselle, IL 60172

START TIME

Unless otherwise noted

6:30 PM

BOARD MEETINGS

PUBLIC COMMENT GUIDELINES

Public Comment Guidelines: During the public comment period of a meeting, the Board President will ask if any member of the public wishes to address the Board. When acknowledged, any such individual should stand and state his/her name and address. Each speaker is generally allowed three (3) minutes to make comments. If it becomes apparent that there are large numbers of speakers, the President may shorten this time. The Board President may also impose a limit on the total time allotted at a meeting for public comment in order to enable the Board to be able to complete the regular or special business of the meeting. The Board President may also provide for other procedures, such as requiring written submission of questions by note cards provided at the meeting, or other reasonable means, depending on the nature of the agenda item, numbers of individuals seeking to provide comment, and need to facilitate orderly and efficient use of the public comment period.

Individuals or groups may also request to be added to the agenda of a Regular Meeting by notifying the Director in writing of such request not later than 5:00 p.m. of the Wednesday of the week prior to the Regular Meeting. The request shall include the name, address, and telephone number of the individual or group representative making the request, and any relevant written materials. The individual or representative may then be placed on the agenda and generally allowed five (5) minutes to make his/her presentation. The Board President may exercise its discretion to reduce or extend this time limit based on the considerations mentioned above.

2026 ROSELLE PARK DISTRICT BOARD MEETING DATES

Below are the 2026 regular meeting dates of the Roselle Park District Board of Park Commissioners.

January 14, 2026	May 13, 2026	September 9, 2026
February 11, 2026	May 27, 2026	October 14, 2026
March 11, 2026	June 10, 2026	October 28, 2026
April 8, 2026	July 8, 2026	November 11, 2026
April 22, 2026	August 12, 2026	December 9, 2026

Please refer to rparks.org/board-of-commissioners-board-meetings-information for schedule updates, meeting cancellations, agendas, and meeting minutes.