

The Village Clerk and Village Manager have reviewed the current process and collectively provide the following background information related to the Village's procedures. Also, in order to clarify and correct any misrepresentation of the Village Code and State Law regarding the Office of the Village Clerk and the Village Manager as it relates to why duties related to FOIA and records are assigned as they are, several documents which provide legislative history since 1957 of the Village Manager and Village Clerk's responsibilities as it relates to Village records are attached. In summary:

1. Excerpts from the Illinois Municipal Code, Chapter 65 provides that the municipal clerk shall keep all papers of the Village "which are not given to other officers".
2. The current Code of the Village of Oak Park is unchanged since 1981 as it relates to the responsibility for records assigned to the Village Clerk under §2-10-1 are "keeper and custodian of all books, records, ordinances, resolutions, and all papers of the Village except as otherwise provided" and the responsibility for records assigned to the Village Manager under §2-4-7 are "all municipal records required by law to be kept by the Village and not a specific officer"
3. Minutes of the Regular Meeting of the President and Board of Trustees of the Village of Oak Park from March 2, 1981 showing the unanimous adoption of the New Village Code via Ordinance 1981-O-19.

Excerpts from this 1981 Code of the Village of Oak Park from 1981 which relates to the responsibility for records assigned to the Village Clerk under §2-10-1 are "keeper and custodian of all books, records, ordinances, resolutions, and all papers of the Village except as otherwise provided" and the responsibility for records assigned to the Village Manager under §2-4-7 are "all municipal records required by law to be kept by the Village and not a specific officer"

4. Excerpts from the Code of the Village of Oak Park from 1957 which relates to the responsibility for records assigned to the Village Clerk under §2.79 are "all books, records, ordinances and papers of the Village except as otherwise provided by state law or any provisions of this Code or any other ordinances of the Village" and the responsibility for records assigned to the Village Manager under §2.22 are "all municipal records required by law to be kept by the Village and not a specific officer"