

## FOIA REPORT - APRIL 2018

### DOCUMENTS REQUESTED:

The village is receiving the exact same request month after month.

Regular Billing Register / Update Report - This report shows every person who lives in the village and is billed for water what the monthly bill is. This means that the requestor is getting a condensed version of everyone's water bill in town. This report also show if someone is in arrears to the village and behind on water payments.

Copies of every bank statement from the State Bank of Lincoln, which includes copies of every cancel check written off every account.

Copies of minutes from previous board meetings, these are available on the village website @ [www.villageofwapella.org](http://www.villageofwapella.org)

Copies of the monthly Treasurers Reports which are also available on the village website.

Copies of all the checkbook registers from every village account.

*I have also been working closely with the PAC office to satisfy FOIA's from 1 year ago. I recently sent a requestor her water meter reading card from 2014-2017. The PAC office is very pleased with the way the village is handling and processing FOIA's and has no suggestions for any change in the handling procedure of FOIA's when received. Numerous Requests for Review filed by requestors to the PAC office have been determined to be unfounded and therefore the cases were closed.*

**COST TO FILL FOIA'S:**

Approximately \$1,300.00 in wages

Approximately \$40.00 in postage to mail each FOIA response certified mail

Approximately \$50.00 in attorney fees

This does not include the cost of paper, ink and other employees researching and gather information to fill FOIA's

The village is still holding 3 FOIA requests that have not been paid for and therefore not picked up or mailed

**OUTSTANDING FOIA'S WAITING FOR PAYMENT:**

October 2017 - Jane Buraglio owes \$9.60

January 2018 - Jane Buraglio owes \$.30

February 2018 - Jane Buraglio owes \$3.60

