



City of Palos Heights

Freedom of Information Act (FOIA)

Information 2026

The City of Palos Heights, formerly called Harlem Heights, was incorporated on April 16, 1959. The City operates under a Mayor/Alderman form of government and is a non-home rule community as defined by the Illinois Constitution. Palos Heights is a bedroom community with a downtown business district. Palos Community Hospital and Trinity Christian College are also located in Palos Heights as well as many professional and service offices. The “gem” of Palos Heights is the Lake Katherine Nature Center and Botanical Gardens. The population of Palos Heights is 12,068.

The City of Palos Heights is committed to growth yet strives to preserve the quality of life and supports high-quality community facilities and services. The purpose of the City is to provide its residents and businesses the highest level of local government services within its corporate limits.

CITY COUNCIL
MAYOR Robert S. Straz

CITY CLERK Shannon Harvey

CITY TREASURER James Daemicke

CITY ATTORNEY Tom Brown

ALDERMEN

WARD 1

Jeffrey Key
Dan Brennan

WARD 2

Jack Clifford
Robert Basso

WARD 3

Brent Lewandowski
Heather Begley

WARD 4

Michael McGrogan
Patrick Scully

Library Board of Trustees

Sue Jankowski
Susan Snow
Steven Foertsch
Rose Zubik
Hilary Rhodes
Patrick Keough
Geraldine Burek
John Peltz
Maria Koeppen

Planning & Zoning Commission

Jim Hughes
John Hanley
Jack Shanahan
Thomas Gregory
Bob Starzyk
Todd Probasco
Declan Binninger

Zoning Board of Appeals

Jack Shanahan
Jim Hughes
John Hanley
Thomas Gregory
Robert Starzyk
Todd Probasco
Declan Binninger

Fire & Police Commission

John M. Doody, Sr.
John Sexton
Charles Doerr

Police Pension Board

John Parnitzke
Tony Delaney
Bill Czajkowski (retired)
George Jasinski
Dan Liston
James Daemicke

Public Arts Commission

Lynda Schiappa
Tara Oosterbaan
Darlene Grigus
Donna Hughes

Recreation Advisory Board

Gayle Greenwald
Lisa Pesavento
Paul Hunt
Angie Pope
Craig Moore
Margaret O'Malley
Kristin Restivo

Veterans Commission

Scott Allen
Scott Kelly

Ad Hoc Cable Committee

Alderman Patrick Scully
Ron and Sue Jankowski

Beautification Committee

Alderman Jeffrey Key
Veronica Avila
Brian Bohne
Frannie Cardascio
Jennifer Case
Jan Collopy-Majersky
Lois Duran
Gary Duran
Anne Girzadas
Bob Grossart
John Hanley
Michelle Horist
Denise Hyker
Eileen Lunter
Janet Elsner

Joanne Miller
Vince Petrusius, Jr.
Bridget Provost
Lynda Schiappa
Bob Starzyk
Mark Striepling
Sharon Vojtek
Michelle Jeans

Document/Record Categories

Subject to Public Review

Administrative Office

- Agendas
- Meeting Minutes
- Ordinances
- Resolutions
- Agreements
- Contracts
- Legal Notices
- Business Licenses
- Liquor Licenses
- General Correspondence/Memorandums
- Newsletters
- Press Releases
- Forms
- Permits
- Municipal Code
- Comprehensive Plan
- Election/Voting Records
- Personnel Records (Employee names, title, employment date)
- City Owned Tax Exempt Properties
- Ward Maps
- Water Billing

Finance Department

- Audit Reports
- Annual Budget
- Financial Reports
- Treasurer's Reports
- Invoices/Bills
- Accounts Payable Reports
- Revenue Receipts
- Bonds

Police Department

- Police Reports
- Traffic Accident Reports

Building/Planning & Zoning Department

- Building Permits/Applications
- Building Plans
- Inspection Reports
- Occupancy Permits
- Contractor's Licenses
- Stop Work Orders
- Sign Permits
- Department of Public Health Reports
- Elevator Inspection Reports
- Code Complaints/Violations
- Zoning Applications
- Zoning Codes/Regulations
- Zoning Maps
- Plats of Surveys
- Flood Maps
- Legal Notices – Zoning
- Annexations
- Variations

Public Works Department

- Flood Maps
- MWRD and IEPA Permits and Reports
- Construction Improvement Projects
- Roads Program
- Water & Sewer Reports
- Staff Engineer Reviews/Reports
- Municipal Grounds & Property Reports
- Vehicle Maintenance Reports
- Vehicle Specifications

Recreation Department

- Capital Improvement Projects (Design, construction documents and bid specifications)
- Facility Rental Data
- Recreation Registration Dates

City of Palos Heights Total Budget - FY 2026 \$37,696,356

Employees: Full-time = 74 Part-time & Seasonal = 88

Request Information and Public Records

Requests for Public Records (FOIA) should be submitted via the City of Palos Heights FOIA Portal, in person, or by mail. Requests will be responded to in accordance with the Freedom of Information Act as amended and effective January 1, 2010.

Coping Cost: Fifteen (15) cents per page will be charged for more than 50 letter/legal sized copies. Any color and over-sized copies will be an additional charge as well as any additional costs incurred by the City to obtain information requested. Certified Copy cost is \$1.00.

Submit a FOIA Request via the City of Palos Heights FOIA Portal:

<https://cityofpalosheightsil.nextrequest.com>

or

Forms are available at City Hall:

7607 West College Drive
Palos Heights, IL 60463

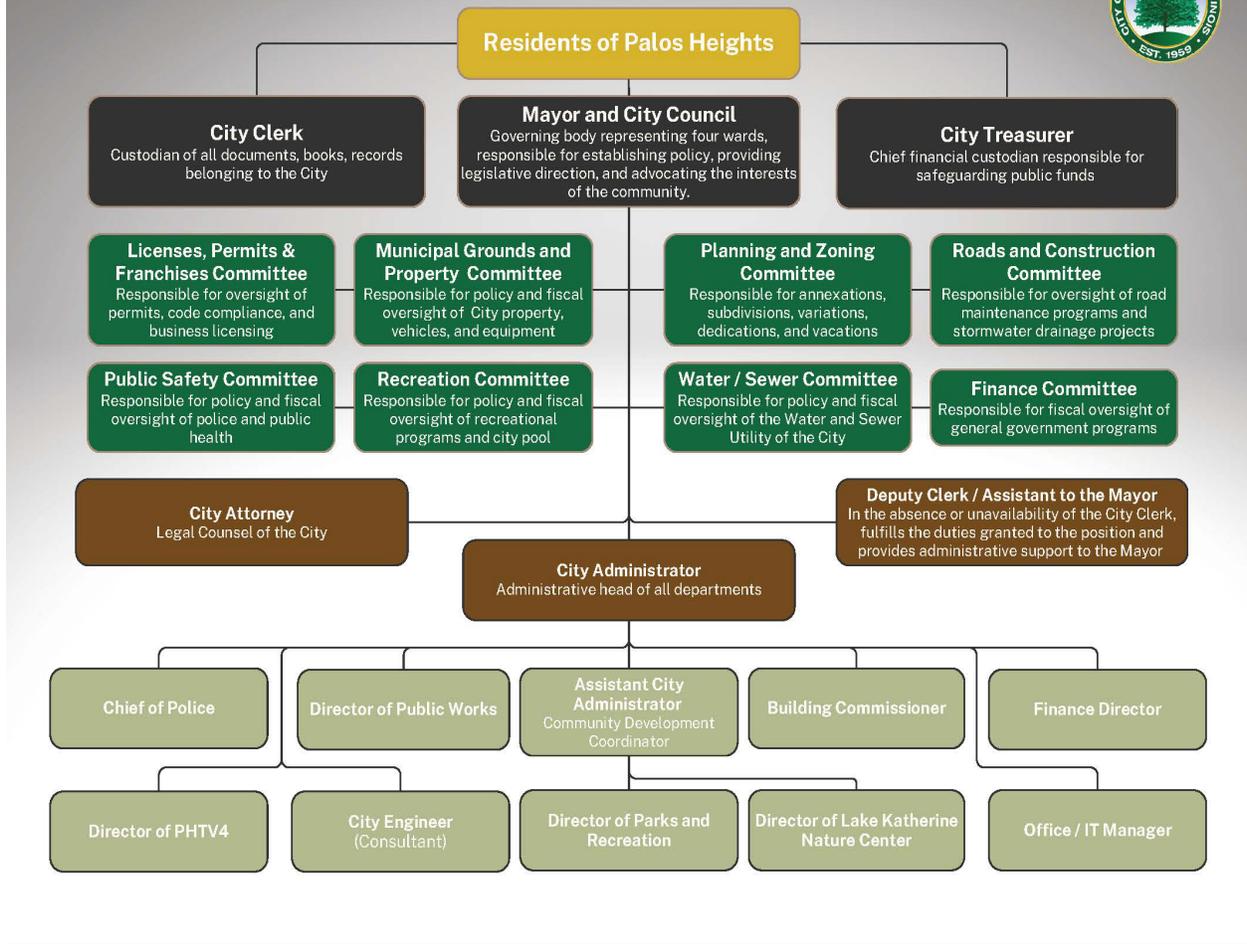
FOIA Officers

Jan Tomaszewski, Deputy City Clerk
Morgan Pukula, Administrative Assistant, Police Department
Shannon Harvey, City Clerk

Open Meetings Act (OMA) Certification

Shannon Harvey, City Clerk
Jan Tomaszewski, Deputy City Clerk

City of Palos Heights Organizational Chart



LOCATIONS

Palos Heights Administration Building	7607 West College Drive (east end)
Palos Heights Building Department	7607 West College Drive (west end)
Palos Heights Public Works Department	7607 West College Drive (separate building)
Palos Heights Police Department	7607 West College Drive (separate building)
Palos Heights Recreation & Fitness Center	6601 West 127 th Street
Lake Katherine NCBG	7401 Lake Katherine Drive