

From: Andrea Conrad
Sent: Monday, April 20, 2026 5:28 PM
To: cityclerk@cityofmarseilles.com
Cc: zoning@cityofmarseilles.com
Subject: Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am requesting copies of the following records

To Whom It May Concern/FOIA officer, Zoning,

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I am requesting copies of the following records:

Property:

Requested Records:

1. Any complaints, service requests, or reports received within the past 24 months relating to the above-listed property, including but not limited to health, safety, or environmental concerns (e.g., mold).
2. Any inspection records, notes, reports, or findings related to the above-listed property within the past 24 months.
3. Any internal or external correspondence (including emails and text messages) referencing the property in connection with a potential or scheduled inspection.
4. Any records identifying the basis for initiating, scheduling, or canceling any inspection of the property.
5. Any policies, procedures, or guidelines governing residential inspections, including circumstances under which such inspections are conducted.

If any portion of this request is denied, please cite the specific statutory exemption and provide the remainder of the records.

If this request has been misdirected, please forward it to the appropriate FOIA officer pursuant to 5 ILCS 140/3(c).

I request that all records be provided in electronic format if available.

Thank you,
Andrea Conrad