Records Maintained by the Offices under the President

**ADMINISTRATIVE HEARINGS**
- Findings, Decisions, and Orders
- Citations
- Case Files
- Transcripts

**ANIMAL AND RABIES CONTROL**
- Dog Bite Records
- Rabies Vaccinations Information
- Warden Daily Activities

**AUDITOR**
- Audit Reports

**BUDGET AND MANAGEMENT SERVICES**
- Budget Reports
- Budget Books (Preliminary Forecasts, Executive Budget Recommendations, Amendments, and Annual Appropriation Bills)
- Grant Information
- Cost Allocation Plans and Indirect Cost Rate Proposals

**BUILDING & ZONING**
- Permits
- Violations
- Inspection reports
- Certificates of occupancy
- Certificates of general liability insurance

**BUREAU OF ADMINISTRATION**
- Local Records Applications and Records Disposal Certificates
- Administrative Correspondence
- Press Releases
- Budget Worksheets
- Charity Records
- Child Support Affidavits
- Departmental Information
- Brochures and Pamphlets
- General Studies
- Bills, Invoices and Vouchers
- Printing and Graphics Order Tickets
- Speed Enforcement Violations
- Meeting Agendas
- Statistical Reports

**BUREAU OF ASSET MANAGEMENT**
- Cook County Benchmarking Reports
- Calendars
- Press Releases
- Administrative Correspondence
- Statistical Reports
- Meeting Agendas
- Meeting Minutes

**BUREAU OF ECONOMIC DEVELOPMENT**
- Administrative correspondences
- Budget Worksheets
- Bills, invoices, and purchase orders
- Brochures and Pamphlets
- Departmental Information
- Internal HR Records
- Meeting Agendas
- Intergovernmental Agreements
- Professional Services Agreements
- Grant Agreements
- Amendments to Agreements

**BUREAU OF FINANCE**
- Bond Transactions
- Debt Management
- Investor Relations
- Comprehensive Annual Financial Report
- Independent Revenue Forecasting Commission
- Pension Intergovernmental Agreements
- Living Wage Ordinance

**BUREAU OF HUMAN RESOURCES**
- Personnel Files
- Job Descriptions
- Notice of Job Opportunity Postings
- Ineligible for Hire List
- Personnel Rules and Policies
- Collective Bargaining Agreements
- EEO Reports
- Compliance Reports

**BUREAU OF TECHNOLOGY**
- IV&V Reports
- OUP Time and Attendance
- IT Project Management Information
- OUP Hardware/Software Deployment

**CAPITAL PLANNING**
- Contracts/Agreements/Amendments
- Project Record Documents
- Invoices
- Capital Improvement Plan
- Portfolio Monthly Reports

**COMPTROLLER**
- Vendor Payment Reports
- Invoices
- Payroll Reports
- General Accounting: Trial Balance, Account Reconciliation and Transactional Reports
- Financial Reports/Statements

**CONTRACT COMPLIANCE**
- MBE, WBE, VBE, SDVBE and PDBE Certificates
- Certification Applications
- Business Diversity Reports

**EMERGENCY MANAGEMENT AND REGIONAL SECURITY**
- Attendance Records
- Internal HR Records
- Financial Transactions
- Vehicle Related Records
- Miscellaneous Administrative Documents
- Grant Records
- Requests for Resources for Critical Incident Mitigation
- Equipment Maintenance Records
- Equipment Availability Status
- Emergency Operation Plans
- Intergovernmental or Interagency Agreements
- Memoranda of Understanding
- Mutual Aid Agreements
- Correspondence
ENVIRONMENT AND SUSTAINABILITY
- Permits
- Violations
- Inspection Reports
- Complaints

FACILITIES MANAGEMENT
- Work Orders
- Invoices

HUMAN RIGHTS AND ETHICS
- Complaints
- Investigations
- Decisions and Orders
- Advisory Opinions

JUSTICE ADVISORY COUNCIL
- Grant Information
- Meeting Agendas
- Meeting Minutes

LAW LIBRARY
- Library Visitor Statistics
- Incident Reports

MEDICAL EXAMINER
- Medical Examiner Case Records
- Coroner’s Inquest Records

OFFICE OF THE PRESIDENT
- Administrative Correspondence
- Appointment Records, Calendars, Schedules
- Contracts, Leases and Agreements
- Bills, invoices and purchase orders
- Boards and Commissions Appointment Files
- Legal Files
- FOIA Requests and Responses
- Intergovernmental Affairs Records
- Investigative Reports
- Press Releases

PLANNING AND DEVELOPMENT
- Community Development Block Grant Files
- Tax Incentives records
- No Cash Bid records
- Home Investment Partnerships Program (HOME) Files
- Community Development Block Grant-Disaster Recovery Program (CDBG-DR) Files
- Intergovernmental Agreements
- Professional Services Agreements
- HUD Section 108 Loan Documents
- Amendments to Agreements

PROCUREMENT
- Contracts
- Amendments
- IFBs/RFPs/RFQs
- Bids/Qualifications/Proposals
- Bid tabulations and Evaluation Summaries
- County Surplus Auction Records
- County Vehicle Titles

REAL ESTATE MANAGEMENT
- Ownership Files
- Purchase and Sale Agreements
- Surplus Assets Information
- Lease Agreements
- Appraisal Reports
- Maps and Land Surveys

RESEARCH, OPERATIONS AND INNOVATION
- Annual Performance Report
- Department Mission KPIs Report Inventory
- Department Program KPI Inventory
- Submitted Innovation Inventory

RISK MANAGEMENT
- Workers Compensation Claims Information
- General Liability Claims Information
- Paid Claims Information – Workers Compensation and Liability
- Patient Arrestee Claims Information
- Group and Voluntary Benefits Plans
- Group and Voluntary Benefits Enrollment

SECRETARY TO THE BOARD
- Board Meeting Agendas
- Meeting Minutes
- Board Meeting Video
- Board Meeting Audio

TRANSPORTATION AND HIGHWAYS
- Right of Way Records
- As-built Construction Plans
- Permits
- Highway Jurisdiction Maps
- Intergovernmental Agreements
- Jurisdictional Transfer Agreements
- Project Development Reports
- Traffic Signal Timing Information
- Roadway and Drainage Information
- Utility Atlas and Sewer Maps
- 2020-2024 Proposed Transportation Improvement Program
- Maintenance Bureau Work Orders
- Long Range Transportation Plan
- Cook County Freight Plan
- NPDES MS4 Annual Reports
- Public Meeting Presentations and Exhibits

VETERANS AFFAIRS
- Administrative Correspondence from veterans
- Veteran and Non-profit Correspondence non-profit organization - Veterans Assistance Commission of Cook County
- Intergovernmental agreements with Veterans Assistance Commission of Cook County
- Invoices – Veterans Assistance Commission of Cook County

ZONING BOARD OF APPEALS
- Meeting Agendas
- Meeting Minutes
- ZBA Cases
- Findings of Facts
- Notices of Decisions for Zoning Relief Cases
- Updated County Ordinances for Special Uses and Map Amendments