

Date	Request	# of Pages	Time spent (in hours)
1/31/2017	Each job description and accompanying salary by individual from 2014-2016	10	2
1/31/2017	Reimbursements and/or invoices pertaining to travel/meetings, trainings/confrences/classes, and training material as part of the operating expenses under General Fund	11	2
2/7/2017	All calendars paper and electronic for Cheri Neal for calendar years 2013, 2014, 2015	220	5
2/7/2017	Employee handbook	43	0.5
2/10/2017	Complete inventory of all electronic devices from 2013-2017 include copies of receipts, model numbers, and current status	9	3.5
2/10/2017	All emails to or from Cheri Neal and individual city commissioners and/or mayor for calendar years 2013, 2014, 2015, 2016 pertaining to any and all terminated, resigned or retired employees	8	3
2/17/2017	credit card statements, expense reports from 2013-2017	720	10
2/28/2017	Depreciation schedule for all electronics	1	1
2/28/2017	All emails between cheri, SheCora Keys, commissioner, or mayor	449	5
2/28/2017	All records regrading Apple MacBook Pro serial number C02GP04UDV10	6	2
2/28/2017	Inventory of all cell phone and status	0	0.25
3/6/2017	Weekly and bi-weekly payroll information for Gail Gloudamans for 2016	4	1
3/8/2017	A list of the number of people that received assistance from the general fund from 2013-2017	2	1
4/10/2017	All FOIA requests submitted by Idleburg	13	1
4/21/2017	All emails between Cheri and Al Hill from 02/01/17 to present	22	1

4/21/2017	All compensation packages or salary packages for Cheri Neal from 2001 to present	10	1
4/21/2017	All employment contracts between Gail G and ZT 2016-present. All checks made out to her after termination	5	1
4/21/2017	ZT checkbook and copies of all canceled checks 2010-present		1
4/24/2017	ZT annual payroll as of 04/24/17	1	1
4/26/2017	Service agreement for recidivism program with the Wkgn Township	1	1
4/27/2017	Receipts associated with ZT credit card purchases from 03/13-02/14	350	8
5/15/2017	All bank statements from all banks associated with ZT for the last 7 years	400	8
5/19/2017	Any and all purchasing records from 01/05/17 to present	23	2
6/16/2017	All contracts between Black Wolf & ZT	0	2
6/16/2017	cancelled checks 2010-present	0	0.25
6/13/2017	Supervisor Bonds	39	1
6/26/2017	Any documents related to Zion Township and Black Wolf	150	2
	TOTALS	2497	66.5