

## ATTENTION FOX METRO CUSTOMERS:

Due to the current conditions surrounding the COVID-19 outbreak, Fox Metro has made the decision to close our office doors to the public for the indefinite future. With that said, to provide you with the service you need, we **have limited staff in the office ready to serve you** via phone or email (see below). Given the physically close nature of issuing permits at our service window, we have moved this process to all phone, internet and email-based practices.

To ask any question(s) regarding the status of your project submittal, or to receive instruction on how to submit plans for review please contact us at 630-301-6882. **To submit plans for review, please send via email in PDF format to:**  
[submittals@foxmetro.org](mailto:submittals@foxmetro.org)

A list of our personal email addresses are as follows:

Keith Zollers (Engineering Department Supervisor) - [kzollers@foxmetro.org](mailto:kzollers@foxmetro.org)

Mike Frankino (Assistant Engineering Supervisor- [mfrankino@foxmetro.org](mailto:mfrankino@foxmetro.org)

Arla Hutt (Engineering Technician) - [ahutt@foxmetro.org](mailto:ahutt@foxmetro.org)

Aly Smiley (Part Time Technician/Clerk) - [asmiley@foxmetro.org](mailto:asmiley@foxmetro.org)

Please remember to take the time during this crisis to monitor family, friends, colleagues and yourself as well!!

We sincerely hope that you stay safe and healthy, and that our decision to close our door for all of our safety does not, in any major way, cause too much inconvenience for you or your organization!

For your own personal safety, please practice proper social distancing to your daily routine. The welfare of our employees and the community will always take be a top concern for us.

Please stay safe and remember, we are still here to help you ☺

Fox Metro Water Reclamation District  
Engineering Staff