



County of Union, Illinois
Office of the Chief Information Officer
309 W. Market—Room 115
Jonesboro, IL 62952

Rollie Hawk, CIO
(618) 925-2470
cio@unioncountyl.gov
@unioncountycio

June 11, 2015

Jade Songalia

Ms. Songalia:

Please consider this our response to the attached May 18, 2015 Freedom of Information Act request.

Regarding the data elements available in the export, I am attaching a sample export to your email.

Regarding your other questions, please see below.

Are there any required documents or waivers that need to be returned to your office prior to acquiring the data? If so, please provide a current copy for our review.

No.

Are the files we requested in same layout as we obtained them previously? If not, please provide an updated layout or field listing.

No, as we are using new software. Please see attached sample.

Filename(name to provide to order the same file next year):

If you call it the "assessments file," I'll know what you mean.

Format the file will be provided in (BKFS prefers Excel):

It will be in Excel XLSX format.

Delivery method (Email/FTP/CD/DVD, etc.):

We can accommodate any of these but typically we've zipped the file and emailed it.

If using FTP for the delivery method please indicate if you will need BKFS to provide the FTP account:

n/a

Cost (if applicable):

According to Section 6(a-5) of FOIA (5 ILCS 140/6(a-5)), we have the authority to charge up to \$100.00 for a voluminous request over 4 megabytes (MB) in size for a non-PDF file format. We are still in the process of having data converted but I don't expect the size of the export to decrease and it is currently over 4MB.

As long as we are emailing the file and there are no shipping fees, I anticipate the \$100.00 fee for the voluminous request will be the only cost.

Make check payable to:

County of Union, Illinois

Can we receive invoice or receipt for this transaction?:

Pursuant to Section 6(a-5) of FOIA (5 ILCS 140/6(a-5)), we will provide an accounting of all fees.

Estimated total parcel count in county/township/city:

There is not a public record responsive to this but if you contact our Supervisor of Assessments she may be able to provide an estimate.

Estimated total parcel count on file:

We have between 12,000 and 13,000 parcels.

Contact name/title:

Rollie Hawk, Chief Information Officer

Contact phone:

618-925-2470

Contact email:

cio@unioncountyl.gov

Physical Shipping address:

Union County CIO
309 W. Market
Room 115
Jonesboro, IL 61952

What month are the assessed values certified/finalized each year?:

Final assessed values—after all board of review action—are typically certified/finalized in March or April.

Provide a date or estimated date as to when the file(s) will be available:

I anticipate this file will be available near the end of June.

Are updates made to your assessor roll throughout the year? If so, how often and when are updates made?:

Updates are made to the assessor roll daily for property throughout the entire county. These may include name, address, exemption, combination, split and value changes.

Will the county file include assessment information for all cities/towns/villages/etc?


Yes.

Will the county file include property characteristics for all cities/towns/villages/etc?

No.

We feel this completes your request. If we may be of further assistance, please let me know.

Sincerely,



Rollie Hawk, Chief Information Office

Enclosure

Cc: Tyler Edmonds, State's Attorney
Tammy Robinson, Supervisor of Assessments

UNION – IL – 2015 Request for Assessment Data – Containing 2014 Finalized Values

From: mdc_bkfs_assessment@mdphil.biz
To: rhawk@unioncountyil.gov
Cc: Michael Zambrana <Michael.Zambrana@bkfs.com>
Subject: UNION – IL – 2015 Request for Assessment Data – Containing 2014 Finalized Values
Date: Monday, May 18, 2015 3:12 PM
Size: 52 KB

Hello Rollie Hawk,

Black Knight Financial Services, formerly LPS needs to acquire information regarding acquiring an electronic copy of the 2015 Assessment File containing the 2014 finalized values for all parcels in Union County. We understand that this information is being requested prior to when the information will be available as our records indicate they will be finalized in May. We would like to confirm as much of this information as we can in order to make this as convenient a process as possible. Please fill out the template at the bottom of this email so that we can update our system.

We acquired the 2013 assessment data and are interested in acquiring the 2015 file containing the 2014 finalized values. Please confirm if the file(s) listed below are still available. Please ensure that the requested data is free of any required documents that need to be returned to your office, including any possible waivers.

File(s) being requested
Assessment File

We would also consider obtaining the data elements listed below if not included on the file(s) we are already going to acquire. Please provide a record layout or sample file for the additional file(s). (please check the boxes indicating which data elements are available)

- | <u>General</u> | <u>Property Characteristics</u> | <u>Sales</u> |
|--|---|--|
| <input type="checkbox"/> APN/Account Number Sale | <input type="checkbox"/> Lot Size or Area | <input type="checkbox"/> Date/Price of Last Sale |
| <input type="checkbox"/> Owner Name Document | <input type="checkbox"/> Building Area | <input type="checkbox"/> Recorder's |
| <input type="checkbox"/> Owner Mailing Address | <input type="checkbox"/> Year Built | |
| <input type="checkbox"/> Property Address (Situs) | <input type="checkbox"/> # of Stories/# of Units | |
| <input type="checkbox"/> Current Assessment Values
(Land & Improvement) | <input type="checkbox"/> # of Bedrooms/# of Bathrooms
<input type="checkbox"/> Garage Type/# of Cars | |
| <input type="checkbox"/> Current Market Value
(Land & Improvement) | <input type="checkbox"/> Pool
<input type="checkbox"/> Type Construction | |
| <input type="checkbox"/> Property Class/Land Use | | |
| <input type="checkbox"/> Legal Description | | |

Tax Amounts

Please provide the information below for acquisition of the 2014 finalized values.

Are there any required documents or waivers that need to be returned to your office prior to acquiring the data? If so, please provide a current copy for our review.	
Are the files we requested in same layout as we obtained them previously? If not, please provide an updated layout or field listing.	
Filename(name to provide to order the same file next year):	
Format the file will be provided in (BKFS prefers Excel):	
Delivery method (Email/FTP/CD/DVD, etc.):	
If using FTP for the delivery method please indicate if you will need BKFS to provide the FTP account:	
Cost (if applicable):	
Make check payable to:	
Can we receive invoice or receipt for this transaction?:	
Estimated total parcel count in county/township/city:	
Estimated total parcel count on file:	
Contact name/title:	
Contact phone:	
Contact email:	
Physical Shipping address:	
What month are the assessed values	

certified/finalized each year?:	
Provide a date or estimated date as to when the file(s) will be available:	
Are updates made to your assessor roll throughout the year? If so, how often and when are updates made?:	
Will the county file include assessment information for all cities/towns/villages/etc?	
Will the county file include property characteristics for all cities/towns/villages/etc?	

Thank you,

Jade Songalia

On behalf of Black Knight Real Estate Data Solutions, LLC

A Subsidiary of Black Knight Financial Services

Phone: 866-2014560 ext: 8026

Fax: 866-2014561

Email: mdc_bkfs_assessment@mdphil.biz