



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

January 26, 2015

[response sent via email]

Mark K. Warren
Deputy General Counsel
The Locator Services Group
280 Summer Street
Suite 701
Boston, MA 02210

associatecounsel@tsgltd.com

Mr. Warren:

Please consider this our response to your December 15, 2014 Freedom of Information Act request:

Records concerning credits, overages, or refunds that are due on an overpayment or duplicate payment of property taxes, as well as unclaimed, uncashed, undeliverable, overdue and/or outstanding payments or checks/warrants issued and owed by the County.

I have been advised that the Union County Treasurer's Office is neither in the custody nor the possession of any records responsive to your request.

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
Darren Bailey, Treasurer
Brandi Aden, Internal Auditor



County of Union, Illinois
Freedom of Information Act (FOIA) Request Form

Date Requested: 12/15/14

Request Submitted By: Mark Warren, Esq.

Street Address: 280 Summer St., Suite 701

City/State/ZIP: Boston, MA 02210

Telephone (optional): 617 859-0600 ext 41 E-mail (optional): associatecounsel@tlsgltd.com

Fax (optional): _____

Records Requested (please be as specific as possible; attach additional pages if needed):

Records concerning credits, overages, or refunds that are due on an overpayment or duplicate payment of property taxes, as well as unclaimed, uncashed, undeliverable, overdue and/or outstanding payments or checks/warrants issued and owed by the County. SEE ATTACHED.

Is this request for a Commercial Purpose? YES NO

(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if requested to do so by the public body under 5 ILCS 140.3.1(c))

Are you requesting a fee waiver? YES NO

(If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety and welfare or legal rights of the general public under 5 ILCS 140/6(c)).

Please retain a copy of this form for your records.

Submit the original to one of our FOIA officers:

Rollie Hawk
Union County Chief Information Officer
309 West Market Room 115
Jonesboro, IL 62952

cio@unioncountyl.gov

(618) 833-8248

Tyler Edmonds
Union County State's Attorney
309 West Market Room 239
Jonesboro, IL 62952

ucsainfo@unioncountyl.gov

(618) 833-7216

TLSG The Locator Services Group Ltd.

Monday, December 15, 2014

Tyler Edmonds
Union County
Union County State's Attorney
309 West Market Room 239
Jonesboro, IL 62952

Via Email: ucsainfo@unioncountylvil.gov

RE: Public Records Request

Dear Mr. Edmonds:

Pursuant to the State of Illinois' Public Records Act, 5 Ill. Comp. Stat. 140/1 to 140/11.5, I am writing to request copies of the County of Union's fiscal records concerning credits, overages, or refunds that are due on an overpayment or duplicate payment of property taxes, as well as unclaimed, uncashed, undeliverable, overdue and/or outstanding payments or checks/warrants issued and owed by the County of Union.

I am specifically interested in credits, overages, or refunds that meet all of the below listed criteria:

1. The credit, overage, or refund is for an amount greater than \$1,000.00;
2. The taxpayer and/or interested party retains its right to claim the credit, overage, or refund (i.e. The County's obligation to the payee has not been voided by law.);
3. The funds have not been turned over to the State's Abandoned Property Office; and
4. To the best of your knowledge, the credit, overage, or refund is not in the process of being issued.

I am specifically interested in uncashed, undeliverable, overdue and/or outstanding payments or checks/warrants that meet all of the below listed criteria:

1. The outstanding obligation is for an amount greater than \$1,000.00;
2. The obligation has been outstanding for a period of six months or longer;
3. The payee retains the right to claim the funds (i.e. The County's obligation to the payee remains);
4. The funds have not been turned over to the State's Abandoned Property Office; and
5. To the best of your knowledge, the funds are not in the process of being reissued.

If available, the released records should include the following information: the amount of the credit, overage, refund, or uncashed check; the check or warrant number (as applicable to uncashed/outstanding checks); the date of the check (as applicable to uncashed/outstanding checks); the name of the taxpayer and/or intended recipient and his/her/its address; the address of the taxed property; the account number or property index number (PIN); the tax year; the tax installment date; the type of refund; and the date the original tax was paid.

Kindly provide this information to me in Microsoft Word, Excel, or Adobe Acrobat format, via email to associatecounsel@tlsgltd.com. If this is not possible, please send the information by US mail. If your agency does not maintain these public records and/or you are not the custodian of these public records, please either forward our request to the appropriate agency(ies)/person(s) in possession of the documents we are seeking, or otherwise please provide me with the proper custodian's name, telephone number and email address.

I understand that there may be a fee associated with fulfilling this request. Please accept this letter as my commitment to pay all reasonable costs of not more than \$50.00. If the cost will exceed this amount, please notify me.

As provided by the open records law, I will expect your response within 5 business days. If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material.

If you have any questions, please contact me at (617) 859-0505 extension 41, or via email to associatecounsel@tsgltd.com. Thank you very much for your time and assistance.

Sincerely,



Mark K. Warren
Deputy General Counsel