UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Civil Process
SUMMARY OF COSTS

	2008	2009	Total
Accounting - Treasurer's Services	$ -	$ -	$ -
Salaries	37,979.75	35,906.75	73,886.49
Fringe Benefits	13,446.12	13,778.61	27,224.74
Electric & Water	1,799.07	1,826.84	3,625.91
Building Maintenance expenses	1,506.30	2,660.73	4,167.02
Gasoline and Vehicle Maintenance Expenses	9,933.97	10,084.30	20,018.27
Audit Fee	1,454.84	2,628.12	4,082.96
Office Supplies	850.00	875.00	1,725.00
Postage	246.84	250.00	496.84
Telephone, Fax & Internet	1,924.09	1,924.09	3,848.18
Depreciation-Building	-	-	-
Depreciation-Equipment	6,809.90	6,809.90	13,619.81
Insurance Expense	6,718.65	6,609.00	13,327.65
	82,669.53	83,353.34	

Total Costs for 2008 and 2009	$ 166,022.87
Total civil process papers served per year (paid and non-paid) 1,700/year	3,400
Cost per civil service document	$ 48.83

* The total number of civil service documents served was obtained from Dawn in the Sheriff's office.

The base fee for filing Sheriff documents is currently $27.50 If using the calculated fee above the increase per year would be calculated as:

New Rate	$ 48.83
Old Rate	27.50
Increase	$ 21.33

Avg # of Docs filed/yr (paid)	1,200
X Increase per document	21.33
Calculated increase in Civil Process fees per year	$ 25,596.31

Note: There are subpoenas requested by the States Attorney's office that there is no charge. It is estimated that there are 500 documents or subpoenas per year requested for criminal trials.

UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Civil Process
FEES CHARGED BY OTHER COUNTIES

Union County currently charges the following fees for serving civil process papers:

Civil Processing Fees

Basic delivery & return - in office	$	25.00
Delivery in County - AJ	$	27.50
Other areas of the County	$	30.00

10 neighboring counties were selected to compare the fees charged for serving civil process documents. The counties selected are as follows:

1) **SALINE COUNTY** - (618) 252-8661
Civil Processing Fees

Basic delivery & return	$	24.00
Per mile charge	$	0.50

2) **Franklin County**
Civil Processing Fees

Basic delivery & return	$	35.00
Per mile charge	$	0.50

3) **PERRY COUNTY** - (618) 357-5212
Civil Processing Fees

Basic delivery & return	$	30.00
Per mile charge	$	0.50

4) **JOHNSON COUNTY** - (618) 658-8264
Civil Processing Fees

Basic delivery & return	$	52.00
Per mile charge	$	0.50

5) **WILLIAMSON COUNTY** - (618) 997-1301
Civil Processing Fees

Basic delivery & return	$	35.00
Per mile charge	$	1.00

6) **JACKSON COUNTY** - (618) 687-2223
Civil Processing Fees

Basic delivery & return	$	27.20
Per mile charge	$	0.50

UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Civil Process
FEES CHARGED BY OTHER COUNTIES

7) **HAMILTON COUNTY** - (618) 643-2511
Civil Processing Fees

Basic delivery & return	$	15.00
Each Extra Attempt	$	11.00
Per mile charge	$	0.50

8) **JEFFERSON COUNTY** - (618) 244-8004
Civil Processing Fees

Basic delivery & return	$	45.00
Per mile charge	$	0.50

9) **POPE COUNTY**- (618) 683-4321
Civil Processing Fees

Basic delivery & return	$	24.00
Per mile charge	$	0.50

10) **RANDOLPH COUNTY** - (618) 826-5484
Civil Processing Fees

Basic delivery & return	$	24.00
Per mile charge	$	0.50

On July 14, 2010, the above counties were contacted via telephone for their fee schedules.

UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Inmate Bond
SUMMARY OF COSTS

	2008	2009	Total
Accounting - Treasurer's Services	$ -	$ -	$ -
Salaries	57,478.69	57,478.69	114,957.37
Fringe Benefits	23,199.37	24,648.69	47,848.06
Electric & Water	1,799.07	1,826.84	3,625.91
Building Maintenance expenses	753.15	1,330.36	2,083.51
Gasoline and Vehicle Maintenance Expenses	-	-	-
Computer software costs	3,600.00	3,600.00	7,200.00
Audit Fee	1,454.84	2,628.12	4,082.96
Office Supplies	531.98	531.98	1,063.96
Postage	-	-	-
Telephone, Fax & Internet	1,924.09	1,924.09	3,848.18
Depreciation-Building	-	-	-
Depreciation-Equipment	1,000.00	1,000.00	2,000.00
Office equipment maintenance agreements	2,262.38	2,262.38	4,524.76
Insurance Expense	6,349.32	6,245.69	12,595.01
	100,352.88	103,476.85	

Total Costs for 2008 and 2009	$ 203,829.73
Total Inmate Bonds processed per year 794 per year - total for 2 years =	1,588
Cost per inmate bond	$ 128.36

* The total number of inmates processed per year was obtained from Dawn in the Sheriff's office.

The base fee for processing inmate bonds is currently $0.00 If using the calculated fee above the increase per year would be calculated as:

New Rate	$ 128.36
Old Rate	-
Increase	$ 128.36
Avg # of Docs filed/yr (paid)	794
X Increase per document	128.36
Calculated increase in Inmate Bond fees per year	$101,914.87

UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Inmate Bond
FEES CHARGED BY OTHER COUNTIES

Union County currently charges the following fees for Inmate Bond fees:

Inmate Bond Fees

Inmate Bond	$	-

10 neighboring counties were selected to compare the fees charged for serving Inmate Bond documents. The counties selected are as follows:

1) **SALINE COUNTY** - (618) 252-8661
Inmate Bond Fees

Inmate Bond	$	14.00

2) **Franklin County**
Inmate Bond Fees

Inmate Bond	$	-

3) **PERRY COUNTY** - (618) 357-5212
Inmate Bond Fees

Inmate Bond	$	-

4) **JOHNSON COUNTY** - (618) 658-8264
Inmate Bond Fees

Inmate Bond	$	-

5) **WILLIAMSON COUNTY** - (618) 997-1301
Inmate Bond Fees

Inmate Bond	$	-

6) **JACKSON COUNTY** - (618) 687-2223
Inmate Bond Fees

Inmate Bond	$	22.40

7) **HAMILTON COUNTY** - (618) 643-2511
Inmate Bond Fees

Inmate Bond	$	-

8) **JEFFERSON COUNTY** - (618) 244-8004
Inmate Bond Fees

Inmate Bond	$	11.00

UNION COUNTY GOVERNMENT
Sheriff COST STUDY-Inmate Bond
FEES CHARGED BY OTHER COUNTIES

9) **POPE COUNTY**- (618) 683-4321 **Inmate Bond Fees**		
Inmate Bond	$	-
10) **RANDOLPH COUNTY** - (618) 826-5484 **Inmate Bond Fees**		
Inmate Bond	$	-

On July 14, 2010, the above counties were contacted via telephone for their fee schedules.

Citation/Title
IL ST CH 55 Sec. 5/4-5001, Sheriffs; counties of first and second class

23300 55 ILCS 5/4-5001

Formerly cited as IL ST CH 34 ¶ 4-5001

ILLINOIS COMPILED STATUTES
CHAPTER 55. COUNTIES
ACT 5. COUNTIES CODE
ARTICLE 4. FEES AND SALARIES
DIVISION 4-5. SHERIFF'S FEES--FIRST AND SECOND CLASS COUNTIES

Current through P.A. 96-599 of the 2009 Reg. Sess.

5/4-5001. Sheriffs; counties of first and second class

§ 4-5001. Sheriffs; counties of first and second class. The fees of sheriffs in counties of the first and second class, except when increased by county ordinance under this Section, shall be as follows:

For serving or attempting to serve summons on each defendant in each county, $10.

For serving or attempting to serve an order or judgment granting injunctional relief in each county, $10.

For serving or attempting to serve each garnishee in each county, $10.

For serving or attempting to serve an order for replevin in each county, $10.

For serving or attempting to serve an order for attachment on each defendant in each county, $10.

For serving or attempting to serve a warrant of arrest, $8, to be paid upon conviction.

For returning a defendant from outside the State of Illinois, upon conviction, the court shall assess, as court costs, the cost of returning a defendant to the jurisdiction.

For taking special bail, $1 in each county.

For serving or attempting to serve a subpoena on each witness, in each county, $10.

For advertising property for sale, $5.

For returning each process, in each county, $5.

Mileage for each mile of necessary travel to serve any such process as Stated above, calculating from the place of holding court to the place of residence of the defendant, or witness, 50¢ each way.

For summoning each juror, $3 with 30¢ mileage each way in all counties.

For serving or attempting to serve notice of judgments or levying to enforce a judgment, $3 with 50¢ mileage each way in all

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counties.

For taking possession of and removing property levied on, the officer shall be allowed to tax the actual cost of such possession or removal.

For feeding each prisoner, such compensation to cover the actual cost as may be fixed by the county board, but such compensation shall not be considered a part of the fees of the office.

***23301** For attending before a court with prisoner, on an order for habeas corpus, in each county, $10 per day.

For attending before a court with a prisoner in any criminal proceeding, in each county, $10 per day.

For each mile of necessary travel in taking such prisoner before the court as Stated above, 15¢ a mile each way.

For serving or attempting to serve an order or judgment for the possession of real estate in an action of ejectment or in any other action, or for restitution in an action of forcible entry and detainer without aid, $10 and when aid is necessary, the sheriff shall be allowed to tax in addition the actual costs thereof, and for each mile of necessary travel, 50¢ each way.

For executing and acknowledging a deed of sale of real estate, in counties of first class, $4; second class, $4.

For preparing, executing and acknowledging a deed on redemption from a court sale of real estate in counties of first class, $5; second class, $5.

For making certificates of sale, and making and filing duplicate, in counties of first class, $3; in counties of the second class, $3.

For making certificate of redemption, $3.

For certificate of levy and filing, $3, and the fee for recording shall be advanced by the judgment creditor and charged as costs.

For taking all bonds on legal process, civil and criminal, in counties of first class, $1; in second class, $1.

For executing copies in criminal cases, $4 and mileage for each mile of necessary travel, 20¢ each way.

For executing requisitions from other States, $5.

For conveying each prisoner from the prisoner's own county to the jail of another county, or from another county to the jail of the prisoner's county, per mile, for going, only, 30¢.

For conveying persons to the penitentiary, reformatories, Illinois State Training School for Boys, Illinois State Training School for Girls and Reception Centers, the following fees, payable out of the State Treasury. For each person who is conveyed, 35 ¢ per mile in going only to the penitentiary, reformatory, Illinois State Training School for Boys, Illinois State Training School for Girls and Reception Centers, from the place of conviction.

The fees provided for transporting persons to the penitentiary, reformatories, Illinois State Training School for Boys, Illinois State Training School for Girls and Reception Centers shall be paid for each trip so made. Mileage as used in this Section means the shortest practical route, between the place from which the person is to be transported, to the penitentiary, reformatories, Illinois State Training School for Boys, Illinois State Training School for Girls and Reception Centers and all fees per mile shall be

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computed on such basis.

*23302 For conveying any person to or from any of the charitable institutions of the State, when properly committed by competent authority, when one person is conveyed, 35¢ per mile; when two persons are conveyed at the same time, 35¢ per mile for the first person and 20¢ per mile for the second person; and 10¢ per mile for each additional person.

For conveying a person from the penitentiary to the county jail when required by law, 35¢ per mile.

For attending Supreme Court, $10 per day.

In addition to the above fees there shall be allowed to the sheriff a fee of $600 for the sale of real estate which is made by virtue of any judgment of a court, except that in the case of a sale of unimproved real estate which sells for $10,000 or less, the fee shall be $150. In addition to this fee and all other fees provided by this Section, there shall be allowed to the sheriff a fee in accordance with the following schedule for the sale of personal estate which is made by virtue of any judgment of a court:

For judgments up to $1,000, $75;

For judgments from $1,001 to $15,000, $150;

For judgments over $15,000, $300.

The foregoing fees allowed by this Section are the maximum fees that may be collected from any officer, agency, department or other instrumentality of the State. The county board may, however, by ordinance, increase the fees allowed by this Section and collect those increased fees from all persons and entities other than officers, agencies, departments and other instrumentalities of the State if the increase is justified by an acceptable cost study showing that the fees allowed by this Section are not sufficient to cover the costs of providing the service. A statement of the costs of providing each service, program and activity shall be prepared by the county board. All supporting documents shall be public records and subject to public examination and audit. All direct and indirect costs, as defined in the United States Office of Management and Budget Circular A-87, may be included in the determination of the costs of each service, program and activity.

In all cases where the judgment is settled by the parties, replevied, stopped by injunction or paid, or where the property levied upon is not actually sold, the sheriff shall be allowed his fee for levying and mileage, together with half the fee for all money collected by him which he would be entitled to if the same was made by sale to enforce the judgment. In no case shall the fee exceed the amount of money arising from the sale.

The fee requirements of this Section do not apply to police departments or other law enforcement agencies. For the purposes of this Section, "law enforcement agency" means an agency of the State or unit of local government which is vested by law or ordinance with the duty to maintain public order and to enforce criminal laws.

*23303 P.A. 86-962, Art. 4, § 4-5001, eff. Jan. 1, 1990. Amended by P.A. 86-1028, Art. II, § 2-17, eff. Feb. 5, 1990; P.A. 87-738, § 2, eff. Sept. 26, 1991; P.A. 91-94, § 5, eff. Jan. 1, 2000; P.A. 95-331, § 465, eff. Aug. 21, 2007.

Formerly Ill.Rev.Stat.1991, ch. 34, ¶ 4-5001.

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Citation/Title
IL ST CH 55 Sec. 5/4-1001, Counties classified

'23461 55 ILCS 5/4-1001

Formerly cited as IL ST CH 34 ¶ 4-1001

ILLINOIS COMPILED STATUTES
CHAPTER 55. COUNTIES
ACT 5. COUNTIES CODE
ARTICLE 4. FEES AND SALARIES
DIVISION 4-1. CLASSIFICATION OF COUNTIES

Current through P.A. 96-889 of the 2010 Reg. Sess.

5/4-1001. Counties classified

§ 4-1001. Counties classified. For the purpose of fixing the fees and compensation of county and township officers in this State, the several counties therein are hereby divided into 3 classes, according to population as ascertained by the most recent Federal Census, which classes shall be known as the first, second and third, as follows:

Counties containing a population of not exceeding 25,000 inhabitants shall be known as counties of the first class.

Counties containing a population over 25,000 and not exceeding 1,000,000 shall be known as counties of the second class.

Counties containing a population exceeding 1,000,000 shall be known as counties of the third class.

The fees and compensation of the several officers hereinafter named, shall be as provided by law in the respective classes of the counties to which they belong.

P.A. 86-962, Art. 4, § 4-1001, eff. Jan. 1, 1990.

Formerly Ill.Rev.Stat.1991, ch. 34, ¶ 4-1001.

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State & County QuickFacts

Union County, Illinois

People QuickFacts	Union County	Illinois
Population, 2009 estimate	18,005	12,910,409
Population, percent change, April 1, 2000 to July 1, 2009	-1.6%	4.0%
Population estimates base (April 1) 2000	18,293	12,419,658
Persons under 5 years old, percent, 2008	6.2%	6.9%
Persons under 18 years old, percent, 2008	21.3%	24.6%
Persons 65 years old and over, percent, 2008	18.2%	12.2%
Female persons, percent, 2008	51.3%	50.7%
White persons, percent, 2008 (a)	97.2%	79.1%
Black persons, percent, 2008 (a)	1.1%	14.9%
American Indian and Alaska Native persons, percent, 2008 (a)	0.4%	0.3%
Asian persons, percent, 2008 (a)	0.4%	4.3%
Native Hawaiian and Other Pacific Islander, percent, 2008 (a)	Z	0.1%
Persons reporting two or more races, percent, 2008	0.8%	1.2%
Persons of Hispanic or Latino origin, percent, 2008 (b)	3.9%	15.2%
White persons not Hispanic, percent, 2008	93.5%	64.7%
Living in same house in 1995 and 2000, pct 5 yrs old & over	60.3%	56.8%
Foreign born persons, percent, 2000	1.9%	12.3%
Language other than English spoken at home, pct age 5+, 2000	3.6%	19.2%
High school graduates, percent of persons age 25+, 2000	74.8%	81.4%
Bachelor's degree or higher, pct of persons age 25+, 2000	15.8%	26.1%
Persons with a disability, age 5+, 2000	4,466	1,999,717
Mean travel time to work (minutes), workers age 16+, 2000	22.9	28.0
Housing units, 2008	8,141	5,276,979
Homeownership rate, 2000	75.4%	67.3%
Housing units in multi-unit structures, percent, 2000	10.5%	34.0%
Median value of owner-occupied housing units, 2000	$59,900	$130,800
Households, 2000	7,290	4,591,779
Persons per household, 2000	2.38	2.63
Median household income, 2008	$39,090	$56,230
Per capita money income, 1999	$16,450	$23,104
Persons below poverty level, percent, 2008	17.6%	12.2%

Business QuickFacts	Union County	Illinois
Private nonfarm establishments, 2007	358	325,206[1]
Private nonfarm employment, 2007	3,482	5,398,634[1]

Private nonfarm employment, percent change 2000-2007	-27.2%	-1.9%[1]
Nonemployer establishments, 2007	1,160	885,589
Total number of firms, 2002	1,349	958,120
Black-owned firms, percent, 2002	F	7.2%
American Indian and Alaska Native owned firms, percent, 2002	F	0.4%
Asian-owned firms, percent, 2002	F	4.6%
Native Hawaiian and Other Pacific Islander owned firms, percent, 2002	F	0.1%
Hispanic-owned firms, percent, 2002	F	4.1%
Women-owned firms, percent, 2002	30.6%	29.7%
Manufacturers shipments, 2002 ($1000)	NA	188,365,216
Wholesale trade sales, 2002 ($1000)	D	317,467,059
Retail sales, 2002 ($1000)	126,983	131,469,518
Retail sales per capita, 2002	$6,985	$10,446
Accommodation and foodservices sales, 2002 ($1000)	9,349	19,072,168
Building permits, 2008	27	22,528
Federal spending, 2008	157,155	100,671,535[1]

Geography QuickFacts	Union County	Illinois
Land area, 2000 (square miles)	416.16	55,583.58
Persons per square mile, 2000	44.0	223.4
FIPS Code	181	17
Metropolitan or Micropolitan Statistical Area	None	

1: Includes data not distributed by county.

(a) Includes persons reporting only one race.
(b) Hispanics may be of any race, so also are included in applicable race categories.

D: Suppressed to avoid disclosure of confidential information
F: Fewer than 100 firms
FN: Footnote on this item for this area in place of data
NA: Not available
S: Suppressed; does not meet publication standards
X: Not applicable
Z: Value greater than zero but less than half unit of measure shown

Source U.S. Census Bureau: State and County QuickFacts. Data derived from Population Estimates, Census of Population and Housing, Small Area Income and Poverty Estimates, State and County Housing Unit Estimates, County Business Patterns, Nonemployer Statistics, Economic Census, Survey of Business Owners, Building Permits, Consolidated Federal Funds Report
Last Revised: Thursday, 22-Apr-2010 08:34:41 EDT

Union County Government
309 W. Market
Jonesboro, IL 62952

July 15, 2010

Hudgens & Meyer, LLC
P.O. Box 1608
Marion, IL 62959

In connection with your engagement to apply agreed-upon procedures to the Union County Sheriff's Department, as of November 30, 2009, we confirm, to the best of our knowledge and belief, the following representations made to you during your engagement.

1. We are responsible for the presentation of the Union County Sheriff's Department's Cost Study in accordance with OMB Circular – A-87.

2. As of July 15, 2010, the Union County Sheriff's Department's Cost Study is presented in accordance with OMB Circular – A-87.

3. We are responsible for selecting the criteria and for determining that such criteria are appropriate for our purposes.

4. We have disclosed to you all known matters contradicting the Union County Sheriff's Department's Cost Study.

5. There have been no communications from regulatory agencies, internal auditors, and other independent practitioners or consultants relating to Union County Sheriff's Department's Cost Study, including communications received as of July 15, 2010.

6. We have made available to you all information that we believe is relevant to Union County Sheriff's Department's Cost Study.

7. We have responded fully to all inquiries made to us by you during the engagement.

8. No events have occurred subsequent to July 15, 2010, that would require adjustment to or modification of the Union County Sheriff's Department's Cost Study.

9. Your report is intended solely for the information and use of the Union County Sheriff and the Union County Board of Commissioners and is not intended to be and should not be used by anyone other than those specified parties.

Signature: _____

Title: Chairman

Date: _____