



# Office of the State's Attorney

## Union County, Illinois

**TYLER R. EDMONDS**  
**STATE'S ATTORNEY**

Union County Courthouse  
309 West Market Street, Room 239  
Jonesboro, Illinois

Telephone: (618) 833-7216  
Facsimile: (618) 833-3349

January 31, 2019

[sent via email]

Sarah Atkins  
TEAL Consulting Group  
s.atkins@teal-usa.com

Dear Ms. Atkins:

Please consider this our response to your attached Freedom of Information Act request, received via email on January 24, 2019 and summarized below:

- *A copy of the most current record, financial report and/or corresponding ledger available that accounts for uncashed Union County issued checks and/or stale-dated warrants over \$499 that were issued three (3) or more months from the date of this letter and remain uncashed by the payee as of January 24, 2019 or your most recent bank statement.*
- *Most current statement or report available containing information on residential and commercial construction Escrow Accounts, Cash Performance/Maintenance Bonds and any other construction or development-related Cash Securities that would be refundable to the depositor upon project completion and acceptance by the Union County Finance and Public Works Department.*

Per Union County Treasurer Leigh Burns and Union County Clerk Lance Meisenheimer, we have neither custody nor possession of records responsive to your request.

We consider your request completed. If we can be of further assistance, please let us know.

Sincerely,

Rollie Hawk  
Public Information Officer  
Union County State's Attorney  
rhawk@unioncountyl.gov

Enclosure

Cc: Tyler R. Edmonds, State's Attorney  
Leigh Burns, Treasurer  
Lance Meisenheimer, County Clerk

# TEAL CONSULTING GROUP

January 24, 2019

County of Union  
Finance & Public Works  
309 W. Market St.  
Jonesboro, IL 62952  
[cio@unioncountyil.gov](mailto:cio@unioncountyil.gov)

Re: Request for Records

Dear [Custodian of Records]:

Under the Illinois Freedom of Information Act, 5 ILCS 140, I am requesting an opportunity to obtain copies of the following public records:

- A copy of the most current record, financial report and/or corresponding ledger available that accounts for uncashed Union County issued checks and/or stale-dated warrants over \$499 that were issued three (3) or more months from the date of this letter and remain uncashed by the payee as of January 24, 2019 or your most recent bank statement.
- Most current statement or report available containing information on residential and commercial construction Escrow Accounts, Cash Performance/Maintenance Bonds and any other construction or development-related Cash Securities that would be refundable to the depositor upon project completion and acceptance by the Union County Finance and Public Works Department.

Some common examples of the cash securities we typically see include (but are not limited to) deposits for Land Development, Sewer Taps, Right-of-Way, Landscaping, Sidewalk, Curb & Gutter, Winter Handling, Signage, Street Cut/Opening, Grading, Erosion & Sediment Control, Subdivision, Storm Water Management, Building, Paving, Street Lights, Driveway, Temporary Trailer, Conservation, Certificate of Occupancy and Inspection escrows. Responsive departments *normally* include Building and Development, Engineering, Planning & Zoning, Public Works, Transportation and in some cases, the Finance Department.

It is requested that the information provided in response to escrow portion of this request contain a minimum of the following specific details when available:

○ Name of Depositor	○ Date of Deposit
○ Current Balance	○ Project Address <i>[or Block/Lot number]</i>

The Illinois Freedom of Information Act requires a response to this request within ten (10) business days. If you expect a significant delay in responding to this request, please contact me with information about when I might expect copies of the requested records. If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. Thank you for your time and consideration to my request.

Sincerely,



Sarah Atkins  
(571)409-7071 Ext. 902  
s.atkins@teal-usa.com