

# FREEDOM OF INFORMATION ACT (FOIA) NOTICE

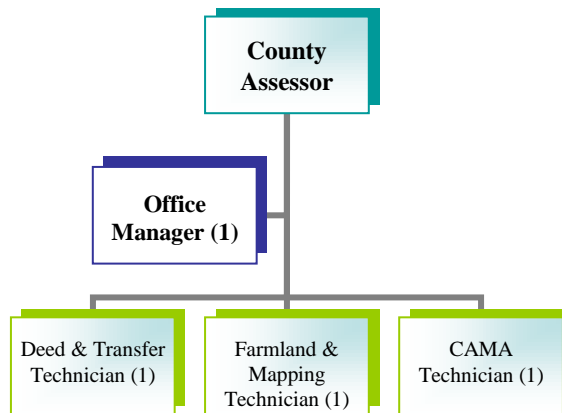
## LEE COUNTY ASSESSMENT OFFICE

The Lee County Assessment Office is providing the following information in conformance with the Freedom of Information Act 5 ILCS 140/1 *et seq.*

### PURPOSE

The Lee County Assessment office instructs and assists the elected township assessors in order to promote uniformity of assessments throughout the different townships. In addition, the CCAO office handles a variety of administration items, such as Homestead Exemption Applications, transferring ownership when property sells, maintaining the county mapping system and providing clerical assistance to the Lee County Board of Review.

### ORGANIZATIONAL CHART



### OFFICE LOCATION

The Lee County Assessment Office is located on the 1<sup>st</sup> floor of the Old Courts Building, 112 E. Second Street, Dixon, Illinois 61021.

### EMPLOYEES/BUDGET

The Assessment Office has five full-time employees. The Annual Operating budget for 2015 is \$316,422.

### FREEDOM OF INFORMATION ACT REQUESTS

Any person may request information and documents by making a clear, concise request to the FOIA officer. The FOIA officer for this office is Wendy Ryerson, who can be contacted as follows:

Lee County Assessment Office  
112 E. Second Street  
Dixon, Illinois 61021

Email: [wryerson@countyoflee.org](mailto:wryerson@countyoflee.org)  
Telephone: 815-288-4483  
Fax: 815-288-7153