



Assessing the Facts

By Deb Lane

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WITH THIS FREEZING COLD WEATHER, one starts to think about what can I do inside to get organized? What's my plan for the year?

To start the year off, we rearranged the Office, after receiving several used file cabinets from a fellow Assessor "going paperless". Weeding through 24+ year papers, pamphlets, TOI articles—Education & Conferences, saving the important ones to file, reorganizing or recycle. I was thinking—how did I accumulate boxes and bags full of all this information—and still do?

When I started my position as the Multi Township Assessor for Meriden, Ophir and Troy Grove, LaSalle County January 1, 1998—I had the CIAO Certification to be appointed, but did I really know what I was getting into? So, I attended what I could to broaden my Education on Township Government. Even though I have started my 24th year as the MTAD Assessor, I am always wanting to learn more and Do what is Right!

I have had the opportunity to serve on the IAA – Illinois Assessors Association, TOI – Township Officials of Illinois, IPAI – Illinois Property Assessment Institute, and currently on the CIAO – Certified Illinois Assessment Officials Board. The knowledge and contacts that I have made over the years are endless.

My articles will mostly pertain to MTAD – Multi Township Assessing Districts, but Township Assessors have the same duties, but maybe the calendar dates will need to be adjusted. MTAD Board Members consists of the Supervisor and Clerk from each Township. A quorum of a meeting is 1/2 + 1.

This month I will be covering some things that should have already happen and planning ahead. My

office runs on Calendar Year, so if you are April–March, you will need to back some things up 3 months.

We have 6 scheduled meetings a year, spread out to coincide with required statutorily duties (Jan., Feb., June, Aug., Nov., Dec.).

Illinois Compiled Statutes (35 ILCS 200/2-5 – 200/2-80) is what I will be referring to.

Per State Statute, in 2020 the salaries were set for the MTAD Assessor and Board Members (remember MTAD Board Members receive up to \$25 per diem), we did this at our August meeting because our November meeting would be past the date to set salaries per State Statute.

A Budget request was also discussed at the August meeting, which needs to be given to Board from the Assessor.

At our last meeting of the year, the Levy was approved and filed at the County. 2021 meeting dates were set and published in the paper.

In January, the Annual Financial Statement was prepared, published for inspection, and filed at the County.

At our February meeting, the published (30 days prior notice) Budget hearing was held, approved at the regular meeting and filed at the County, which occurs in the first quarter of our year, per State Statutes.

Planning ahead, the Illinois Comptroller Report will be filed within the first 6 months of the year.

Senior Exemptions have been sent out, working on the Mobile Home Report and reviewing permits for new construction or demolition to be done before June 15. This summer working on Reassessment and Board of Review Complaints in the fall. Depending on what is required at your County this list maybe longer or shorter.



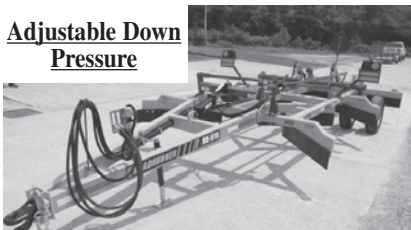
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