

The Clinton County Circuit Clerk supports open government and an informed citizenry. While not subject to the Freedom of Information Act [see *Copley Press, Inc. v. Administrative Office of the Courts*, (1995), 271 Ill. App. 3d 548, appeal denied, 163 Ill. 2d 551; see also *Illinois Attorney General Opinion* No. 99-005 (March 15, 1999)], the official court records held by the Clerk are presumed to be open to any member of the public for inspection or to obtain copies at all times during regular hours of operation at the office having custody of the records to the extent allowed by applicable statute, court rule or court order.

The Clinton County Probation Office supports open government and an informed citizenry. While not subject to the Freedom of Information Act [see *Copley Press, Inc. v. Administrative Office of the Courts*, (1995), 271 Ill. App. 3d 548, appeal denied, 163 Ill. 2d 551; see also *Illinois Attorney General Opinion* No. 99-005 (March 15, 1999)], any records in the possession of the Clinton County Probation Department that are not exempted by the Freedom of Information Act may be made available for public inspection during regular hours of operation at the office having custody of the records to the extent allowed by applicable statute, court rule or court order.

The Clinton County Clerk and Recorder maintains public records relating to Statement of Economic Interests, Tax Buyer 1099's, Tax Deeds, Tax District Budgets and Levies, Tax Extensions of Levies, Tax Rate Information, Weekly Balance and Budget, Public Records relating to Voter Registration, the conduct and results of Elections, Vital Records as governed by the Illinois Vital Record Act, the Official Agendas, Minutes, Resolutions, and Ordinances of the Clinton County Board, Scans of All Recordings, Statements of Economics Interests filed in Clinton County, Notary Public registrations, Assumed Name Registrations, and Records relating to Tax Rates, Tax Increment Financing Reports and Tax Redemption Processes, County Employee Payroll Records, Employee Insurance Records, Union Contract Records, Land Records Recordings, Various Recordings as governed by the State Records Act, Safe keeping of all Land Records, County Contact Lists – Municipalities, Schools, Townships, County Website Calendar, Liquor Licenses for the County, Military Discharges – DD2-14, Notaries, Peddlers Licenses for the County, and Raffle Licenses for the County.

The Clinton County Sheriff's Department maintains public records relating to Incident Reports, Audio Recordings of the main phone lines, 9-1-1 calls, and radio traffic, Secured Evidence related to criminal cases pending State's Attorneys release, Personnel Files / Training Records, Purchase Orders / Receipts, Prisoner Booking Records, Prisoner Commissary Account, Inmate Supplies, Jail Purchase Orders / Receipts, Inmate Medical Files, Inmate Phone Recordings, Bail Bond Receipts Information, and Circuit Clerk Receipts.

The Clinton County Treasurer maintains public records relating to Real Estate Tax Bills and Payments, Senior Tax Deferral, Tax Sales, Mobile Home Tax, FYE Audits, Budgets, Financial Reports, Investments, Accounts Receivables, Unknown Heirs and rabies certificates for Animal Control.

The Clinton County Supervisor of Assessment Office maintains public records relating to Property Record Cards, Assessment Notices, Homestead Exemption Applications, Certificate of Status Tax Exempt Applications, Abstract of Assessments, Publication Listing, Sales Ratio

Studies, Board of Review Docket Book, Board of Review Minutes, Board of Review Assessment Books, Board of Review Complaints/Decisions, and Board of Review Certificate of Errors.

The Clinton County State's Attorney's Office maintains public records relating to Criminal, Traffic and Ordinance violation files for such cases prosecuted by the State's Attorney's Office, with related pleadings, notices, correspondence and reports; Reports submitted to the State's Attorney's Office by police agencies; Portions of civil litigation files for cases in which Clinton County is a litigant; General correspondence; Administrative files and internal correspondence involving various Departments of Clinton County whom the State's Attorney's Office has consulted with or assisted on various matters; Internal Administrative Materials (Vouchers, purchase and expense records); and Public Access Information, including Freedom of Information Act requests received and responses thereto.

The Clinton County Zoning Administrator maintains public records relating to Building Permit Applications, Building Permits, Zoning Board of Appeals Hearing Applications, Agendas for ZBA Hearings, Minutes from ZBA Meetings, Public Notifications, General Correspondence, Findings of Fact, Soil and Water Reports for ZBA Hearings, Monthly Permit Summaries, Monthly Revenue Summaries, Elevation Certificates/Floodplain, Zoning Maps, Case filed regarding Zoning Violations, Subdivision Information, Endangered Species Reports, Biennial Reports to FEMA, and Comprehensive Zoning Plans.

The Clinton County Highway Department maintains public records relating to Accounts Payable, Accounts Receivable, Aerial Photographs, Board Minutes/Resolutions, Bonds & Permits, Bridge Inspection Files, County Highway Construction Files, County Highway Plans, County Highway Right-of-Way, Fund Balances for County & MFT, IDOT Vouchers, Insurance Claims, Inventory for Highway Department Vehicles & Equipment, Maintenance Logs for Clinton County & Townships, MFT Financial Documents, Oil/Rock Lettings, Personnel Records, Petty Cash Log, Road & Bridge Committee Minutes/Resolutions, Sign Inventory, Subdivision Records, Township Bridge Construction Documents/Plans, Township Correspondence, Village Correspondence/Maps, and Workman's Compensation Claims related to the Highway Department.

The Clinton County Health Department maintains public records relating to Grants sought and received by the Clinton County Health Department, Grant reimbursements provided to the Clinton County Health Department, Environmental health records, Board of Health (agendas, meeting minutes), Activity report records, and Health Department Financial records.

The Clinton County GIS Coordinator maintains public records relating to geographic information system databases and aerial imagery, distribution of said databases and imagery, and files relating to the acquisition of spatial data.