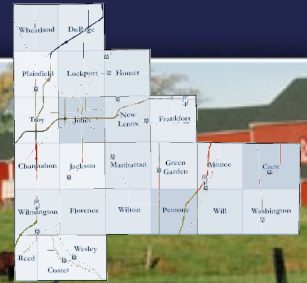




Rhonda R. Novak, CIAO/  
Supervisor of Assessments



Property Record Card

## A GUIDE TO WILL COUNTY LOCAL TOWNSHIP ASSESSORS

Township assessors are elected officials responsible for valuing your property for tax purposes. They determine the fair market value of your home and use this information to calculate your assessment. Fair market value is the amount your home would likely sell for in a competitive, open market. This value is based on many factors, including your property characteristics, current sales of like homes in your area, and a sales ratio study that takes the three previous years' sales into account. Generally, your assessment is determined by taking one-third of your market value and subtracting any exemptions that you may be entitled to. Only your township assessor can tell you what factors went into your assessment.

Assessors are also responsible for maintaining accurate property record cards for all properties within a township. The cards contain relevant information about your property like square footage, number of plumbing fixtures, year built, etc. Visit your assessor's office to view your card. Some assessors have Websites with property record card information. You can also find property record information on the Supervisor of Assessments Website, if available.

### FREQUENTLY ASKED QUESTIONS

#### What steps should I take to resolve an issue with my assessment?

**Step 1:** Contact your local township assessor. Many times simply talking with your assessor can lead to a resolution or understanding about your assessment. You can find your assessor's contact information on the back of this flyer or on your tax bill.

**Step 2:** Check that the property characteristics are correct on your property record card.

**Step 3:** Compare your assessment to comparable to assessments and sales of like homes in your neighborhood. You can view your neighbors' assessment values on your township assessor's Website or on the Supervisor of Assessments Website.

#### When should I contact my assessor?

As soon as you suspect your assessment might be incorrect. Assessments are published in mid to late August, and you have thirty days after the publication date to formally appeal your assessment. Assessors are very busy just before the deadline to appeal, so the sooner you contact them, the more time they will have to address your particular issue.

#### What if I can't come to a resolution with my assessor?

If you cannot find a resolution with your assessor, you can appeal your assessment to the Will County Board of Review. For more information about how to file an appeal or to download appeal forms, visit the Supervisor of Assessments Website.

**WILL COUNTY SUPERVISOR  
OF ASSESSMENTS OFFICE  
RHONDA R. NOVAK, CIAO/  
CHIEF COUNTY  
ASSESSMENT OFFICER  
302 N CHICAGO ST  
2ND FLOOR**

**JOLIET, IL 60432  
PHONE: (815) 740-4648**

**FAX: (815) 740-4696**

**WWW.WILLCOUNTYSOA.COM**

**HOURS:**

**MONDAY - FRIDAY  
8:30 AM - 4:30 PM**

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Will County Supervisor of  
Assessments

# ASSESSOR CONTACT INFORMATION

## **CHANNAHON TOWNSHIP**

**ANN CRICKMAN**

Phone: (815) 467-2831

Fax: (815) 467-7342

PO Box 456, Channahon, IL 60410

Office Hours: Mon–Thurs 9:00 am to 1:00 pm  
by appointment

## **CRETE TOWNSHIP**

**SANDY DROLET**

Phone: (708) 672-8291

Fax: (708) 672-9309

1367 Wood Street, Crete, IL 60417

Office Hours: Mon–Friday 8:00 am to 4:00 pm

## **CUSTER TOWNSHIP**

**PAMELA HALL**

Cell Phone: (815) 458-2252

Fax: (815) 458-0820

36005 Ohlhues Road, Custer Park, IL 60481

Office Hours: By appointment only

## **DUPAGE TOWNSHIP**

**JEAN KELLY**

Phone: (630) 759-1315

Fax: (630) 759-6163

241 Canterbury Lane, Bolingbrook, IL 60440

Office Hours: Mon–Fri 9:00 am to 4:00 pm

## **FRANKFORT TOWNSHIP**

**JOE KRAL**

Phone: (815) 464-3180

Fax: (815) 464-3182

11000 W. Lincoln Highway, Frankfort, IL 60423

Office Hours: Mon–Fri 8:00 am to 4:00 pm

## **GREEN GARDEN TOWNSHIP**

**JOANNE BETTENHAUSEN**

Phone: (815) 478-3920

Fax: (815) 478-3920

11715 W. Bruns Road, Manhattan, IL 60442

Office Hours: By Appointment only

## **HOMER TOWNSHIP**

**KAREN SZYNKOWSKI**

Phone: (708) 301-8166

Fax: (708) 301-7041

14350 W. 151st Street, Homer Glen, IL 60491

Office Hours: Mon–Thurs 8:00 am to 4:00 pm

Fri by appointment only

## **JACKSON TOWNSHIP**

**VICKI GARVEY**

Phone: (815) 423-5780

Fax: (815) 423-6266

100 E. Mississippi Street

P.O. Box 411, Elwood, IL 60421

Office Hours: By appointment only

## **JOLIET TOWNSHIP**

**JIM BRENCZEWSKI**

Phone: (815) 726-5446

Fax: (815) 726-0566

175 W. Jefferson Street, Joliet, IL 60432

Office Hours: Mon–Fri 8:30 am to 4:00 pm

## **LOCKPORT TOWNSHIP**

**DEBBIE E. MASON**

Phone: (815) 838-0780

Fax: (815) 838-5479

1463 Farrell Road Lockport, IL 60441

Office Hours: Mon/Tues/Thurs/Fri 9:00am to  
4:00pm, Wed 9:00 am to 12:00 pm

## **MANHATTAN TOWNSHIP**

**JOE R OLDANI**

Phone: (815) 478-5154

Fax: (815) 680-5595

230 Wabash St., Manhattan, IL 60442

Office Hours: By Appointment only

## **MONEE TOWNSHIP**

**SANDRA HEARD**

Phone: (708) 534-6023

Fax: (708) 534-6027

46 Towncenter Rd., University Park, IL 60484

Office Hours: Mon & Wed 9:00 am to 1:00 pm,  
Tue & Thurs 9:00 am to 4:00 pm (Closed 12:30  
pm to 1:30 pm for lunch), Closed Fri

## **NEW LENOX TOWNSHIP**

**BONNIE LUCKHART HERNANDEZ**

Phone: (815) 485-9419

Fax: (815) 485-0748

1100 S. Cedar Road, New Lenox, IL 60451

Office Hours: Mon–Thur 8:00 am to 3:30 pm

Friday 8:00 am to 3:00 pm

## **PEOTONE TOWNSHIP**

**PATRICIA LATHAM**

Phone: (708) 258-9192

Fax: (708) 258-6583

1108 W. Wilmington Rd, Peotone, IL 60468

Office Hours: By appointment only

## **PLAINFIELD TOWNSHIP**

**ERIN KLJAICH**

Phone: (815) 436-5110

Fax: (815) 436-5117

22525 W. Lockport St., Plainfield, IL 60544

Office Hours: Mon–Fri 8:00 am to 4:00 pm

## **REED TOWNSHIP**

**MELANIE NORAMCZYK**

Phone: (815) 458-6068

Fax: (815) 458-6028

440 N. Division St., Braidwood, IL 60408

Office Hours: By appointment only

## **TROY TOWNSHIP**

**KIM ANDERSON**

Phone: (815) 744-5806 & 744-5807

Fax: (815) 744-5803

25448 Seil Road, Shorewood, IL 60404

Office Hours: Mon–Fri 9:00 am to 4:00 pm

## **WASHINGTON TOWNSHIP**

**CAROL ANN BLUME**

Phone: (708) 231-1175

Fax: (708) 946-2116

30200 Towncenter Dr, Beecher, IL 60401

Office Hours: By appointment only

## **WESLEY TOWNSHIP**

**VICKY GARVEY**

Phone: (815) 476-7869

Fax: (815) 476-7742

21333 W. Ballou Road, Wilmington, IL 60481

Office Hours: By appointment only

## **WHEATLAND TOWNSHIP**

**DAVID MONAGHAN**

Phone: (630) 717-0092

Fax: (630) 717-0094

4232 Tower Court, Naperville, IL 60564

Office Hours: Mon–Fri 8:00 am to 4:30 pm

## **WILL TOWNSHIP**

**HELEN HEISNER**

Phone: (708) 258-6774

Fax: (708) 258-6774

30317 S. Will Center Rd. Peotone, IL 60468

Office Hours: By appointment only

## **WILMINGTON TOWNSHIP**

**CARLOTTA MARCHESE**

Phone: (815) 476-7255

Fax: (815) 476-5270

1095 S. Water St. Ste. E / PO Box 397

Wilmington, IL 60481

Office Hours: By appointment only

## **WILTON/FLORENCE TOWNSHIP**

**DENNIS BENDER**

Phone: (815) 823-2737

Fax: (815) 478-0150

30550 S. Elevator Road

Manhattan, IL 60442

Office Hours: By appointment only