



October 6, 2026

NOTICE OF VACANCY IN OFFICE OF TOWNSHIP ASSESSOR FOR THE TOWN OF FREEPORT

Notice of Vacancy in the Office of the Assessor of the Town of Freeport

On October 6, 2026, the Town of Freeport Township Board of Trustees will begin accepting applications to fill a vacancy of the Freeport Township Assessor position created by Assessor Meta Ridgway, who is retiring on December 31, 2026. The application period will close at 12:00 P.M. on November 5, 2026. This vacancy shall be filled by a majority vote of the five members of the Town of Freeport Township Board of Trustees.

Applicants must submit, by email, or in person, a completed application, resume, copies of all necessary certificates and qualifications, and cover letter to Mr. Patrick Sellers, Supervisor, Town of Freeport, whose office is located in Suite 310, 524 West Stephenson Street, Freeport, Illinois 61032. Applications are available in the Supervisor's Office at no cost, and there is NO application fee to apply. An applicant must possess the qualifications as required by Illinois State Statutes (35ILCS 200/2-45). In addition, the applicant must be from the same political party as the previous officeholder, which is the Citizens Party and must be a registered voter and have lived within the Town of Freeport for the last year. The selected candidate shall serve as a Town Assessor for the Town of Freeport, starting January 1, 2027, through December 31, 2029, when the current term of the Town Assessor ends.

Applications are available at the Township Supervisor's office located at 524 W. Stephenson Street, Suite #310, and online at <https://freeporttownship.org/careers/>

For further information, please contact Patrick Sellers, Supervisor of the Town of Freeport, at (815) 235-8012 or at psellers@freeporttownship.org.

**APPLICATION TO FILL VACANCY IN OFFICE OF TOWNSHIP ASSESSOR
TOWN OF FREEPORT, STEPHENSON COUNTY, ILLINOIS**

Applicant Contact Information

Please provide your contact information below

Full Name: _____

Email Address: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: _____ Cell Phone: _____

Interest Statement

Please provide a brief statement telling us why you are interested in becoming the Assessor of the Town of Freeport. (Attach additional sheets of Paper if needed)

Certificates and Qualifications

Please list all of the certificates and qualifications as required by the Illinois Department of Revenue and Illinois Compiled Statutes. You may also add any strengths, special skills, knowledge, or character traits you believe would benefit the position of Township Assessor. (Attach additional sheets of Paper if needed)

Elected Office

Do you currently hold an elected office, or have you done so in the past? ____ Yes ____ No (Check One)

If yes, then please list all of your experiences serving in an elected or appointed office of a unit of local government.

Local Civic/Community Engagement

Tell us about any and all local civic or community engagement you have participated in, organized, or led in a leadership position.

Resume

Please attach or submit a copy of your Resume.

Background Check

Are you willing to submit to a criminal background check run prior to your interview? If yes, a release form will be sent to you to fill out and return either in-person or via email. ____ Yes __ No (Check One)

References

Please provide contact information to two separate references below.

Reference #1

Name: _____ Email Address: _____

Street Address: _____

Phone Number: _____ Relationship to Applicant: _____

Reference #2

Name: _____ Email Address: _____

Street Address: _____

Phone Number: _____ Relationship to Applicant: _____

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief.

Date: _____, 2026

Signature of Applicant

Print Name: _____

Requirements to fill the Freeport Township Assessor vacancy:

A person appointed to fill the vacancy must be a member of the same political party as the person vacating the office. The Assessor vacating the office is and has been affiliated with the Citizens Party, an established political party of Freeport Township and the City of Freeport IL. In addition, an applicant must also be a registered voter and have lived within the Town of Freeport for the last year.

The Final Abstract of the 2025 Assessments for Freeport Township state the total assessment for non-farm equalized assessed value was 297,045,682 and a commercial and industrial equalized assessed value of 90,060,633.35

ILCS 200/2-45) Sec. 2-45. Selection and eligibility of township and multi-township assessors.

(c) Beginning December 1, 1996, in a township or multi-township assessment district with \$25,000,000 or more of non-farm equalized assessed value or \$1,000,000 or more in commercial and industrial equalized assessed value, no person is eligible to file nomination papers or participate as a candidate in any caucus or primary or general election for, or be appointed to fill vacancies in, the office of township or multi-township assessor, unless he or she possesses at least one of the qualifications listed in paragraphs (1) through (6) of this subsection (c).

(1) a currently active Certified Illinois Assessing Officer designation from the Illinois Property Assessment Institute;

(2) (blank);

(3) a currently active AAS, CAE, or MAS designation from the Appraisal Institute;

(5) a currently active professional designation by any other appraisal or assessing association approved by the Department; or

(6) (blank).

The candidate cannot file nominating papers or participate as a candidate unless a copy of the certificate of his or her qualifications from the Department is filed with the township clerk, board of election commissioners, or other appropriate authority as required by the Election Code. The candidate cannot be appointed to fill a vacancy until he or she has filed a copy of the certificate of his or her qualifications with the appointing authority.

(e) If any person files nominating papers for candidacy for the office of township or multi-township assessor without also filing a copy of the certificate of his or her qualifications from the Department as required by this Section, the clerk of the township, the board of election commissioners, or other appropriate authority as required by the Election Code shall refuse to certify the name of the person as a candidate to the proper election officials.