

**REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES**

January 11th 2016 at 9:00 a.m.

PRESENT: L. Trucano, S. Brazier, N. Petrillo, T. McRae.
ABSENT: M. Walters, R. Alons.
OTHERS: J. Parente, J. Dauderman, D. Hulme, K. Prenzler, J. Barlow, T. Lack,
V. Cassens, B. Powers, T. Soland, A. Meyer, L. Ogden.

Mr. Brazier moved, with a second by Mr. Petrillo to approve the minutes from December's meeting. **Motion approved unanimously.**

TAX YEAR REPORTS:

Mr. Prenzler reported for the Treasurer's Office. Mr. Prenzler said 4th and last due date will be December 9th. Mr. Prenzler reported the Treasurer's Office have made 8 distribution of Real Estate Taxes totaling 303.8 Million which is 78.41%. Mr. Prenzler reported the Treasurer's Office next distribution of Real Estate Taxes will be December 17th.

Ms. Meyer reported for the Recorder's Office. Ms. Meyer provided a monthly report. Ms Meyer reported 604 Deeds of Conveyance, 48 Judicial Deeds, 48 Lis Pendens and 0 Tax Deeds were recorded in November 2015.

Mr. Dauderman reported for Chief County Assessment Office. Mr. Dauderman said the office is working October transfers. Mr. Dauderman said the Office is working with BOR on Exemptions for 2014, also assisting BOR with 2015 hearings. Mr. Dauderman said the office is working on new exemption called the "Lease Hold"

Ms. Powers reported for the Board of Review Office. Ms. Powers provided a monthly report. Ms. Powers reported 1,266 hearings with 1179 final decisions with 87 open complaints. Ms. Powers said the BOR has 5 WalGreens scheduled for tomorrow, and largest of all will be the Dynegy Plant.

Ms. Cassens reported for Information Technology Office. Ms. Cassens said IT is working with departments as needed.

TAX SALE DEED RESOLUTIONS:

A motion made by Mr. McRae, second by Mr. Brazier. **Motion approved unanimously.**

BILL REVIEW /APPROVAL

The bills for December were submitted and approved on a motion made by Mr. Brazier, second by Mr. Petrillo. **Motion approved unanimously.**

NEW BUSINESS:

None.

A motion to adjourn was made by Mr. Brazier, second by Mr. Petrillo. **Motion approved unanimously.**