

REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES
April 7th 2015 at 9:00 a.m.

PRESENT: L. Trucano, T. Davis, M. Walters, S. Brazier, N. Petrillo, R. Alons.
ABSENT: T. McRae.
OTHERS: J. Parente, D. Ming-Mendoza, K. Messina, B. Powers, D. Semanisin, T. Soland,
J. Dauderman, D. Hulme, K. Prenzler, L. Ogden.

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

TAX YEAR REPORTS:

Mr. Prenzler reported for the Treasurer's Office. Mr. Prenzler reported the Treasurer's Office have made the 14th and final distributions of Real Estate Taxes in the amount of \$5.7 million which is approximately 99.4%. Mr. Prenzler reported the Treasurer's Office have made the 14th and final distributions of Mobil Home Taxes in the amount of \$27 Thousand.

Ms. Ming-Mendoza reported for the County Clerk Office. Ms. Ming-Mendoza said the Extension is moving along, balancing at district levels. Ms. Ming-Mendoza said Rate letter will be sent out soon.

Mr. Dauderman reported for the Chief County Assessment Office. Mr. Dauderman said the office is working February transfers also working name change. Mr. Dauderman said the field crews have completed 2015 Quad, and working on data entry for Hamel.

Ms. Powers reported for Board of Review Office. Ms. Powers said the office has completed 2014 work, and posting Senior Citizen Assessment Freeze. Ms. Powers said Ms. Soland currently working on Book of Sales.

Mr. Messina reported for Information Technology Office. Mr. Messina said the office is currently working with Treasurer's office on the final distribution as needed.

on the 2013, 2014 tax year & working with the Assessor's Office on 2015 tax year. Mr. Messina said I.T. working with Offices as needed.

TAX SALE DEED RESOLUTIONS:

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

BILL REVIEW /APPROVAL

The bills for March were submitted and approved on a motion made by Mr. Walters, second by Mr. Alons. **Motion approved unanimously.**

NEW BUSINESS:

None.

A motion to adjourn was made by Mr. Alons, second by Mr. Walters. **Motion approved unanimously.**