

**REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES**

May 12th 2015 at 9:00 a.m.

PRESENT: L. Trucano, T. Davis, M. Walters, S. Brazier, N. Petrillo, R. Alons, T. McRae.

ABSENT: None.

OTHERS: J. Parente, D. Ming-Mendoza, K. Messina, B. Powers, D. Semanisin, T. Soland,
V. Cassens, J. Dauderman, D. Hulme, K. Prenzler, L. Ogden.

Mr. Brazier moved, with a second by Mr. Walters to approve the minutes from April'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. Mr. Prenzler said due dates will be July 9th, Sept. 9th, Oct. 9th, and Dec 9th.

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 April 7th Election is complete with a 15% voter turnout.

Ms. Meyer provided a monthly report for the Recorder's Office was not able to attend Committee meeting.

Mr. Dauderman reported for the Chief County Assessment Office. Mr. Dauderman said the office currently working to clean up address changes before the Tax Bill go out. Mr. Dauderman said the office is working March transfers. Mr. Dauderman said the field crews have completed 2015 Quad. Mr. Dauderman presented a Request to Purchase for Pitney Bowes D15E 6-Station Folding & Inserting Machine. A motion to approve Resolution was made by Mr. Walters second by Mr. Brazier.
Motion approved unanimously.

Ms. Powers reported for Board of Review Office. Ms. Powers said the office currently posting Senior Citizen Assessment Freeze & State appeals.

Mr. Messina reported for Information Technology Office. Mr. Messina said Tax Cycle is on schedule, Tax bill will be printed May 20th and mail them on May 30th. Mr. Messina said Tax Bills will be available for online viewing May 30th.

TAX SALE DEED RESOLUTIONS:

None.

BILL REVIEW /APPROVAL

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

NEW BUSINESS:

None.

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

/lo