

## **REAL ESTATE TAX CYCLE COMMITTEE**

Tuesday, August 7, 2018

PRESENT: P. Chapman, M. Parkinson, D. Moore, D. Michael  
ABSENT: K. Novacich-Koberna  
OTHERS: D. Ming-Mendoza, C. Slusser, B. Powers, S. Rolens, P. McRae, J. Dauderman,  
D. Hulme, B. Davis, V. Cassens, P. Curtin

Mr. Moore moved, seconded by Mr. Michael, to approve the July meeting minutes. **MOTION CARRIED.**

### **TREASURER:**

C. Slusser reported that the first installment due date for the 2017 real estate taxes was on July 5<sup>th</sup> and the second installment will be on September 5<sup>th</sup>. The 2017 mobile home taxes due date was on July 31<sup>st</sup>.

C. Slusser reported that 4 real estate distributions were made so far and \$152,070,842.37 which is 35.70% of taxes extended. The next distribution is targeted for August 20<sup>th</sup>. The first mobile home distribution is targeted for August 31<sup>st</sup>.

### **COUNTY CLERK:**

Ms. Ming-Mendoza reports that they continue to help with mobile home certificate of error corrections and are available for tax extension questions.

### **RECORDER:**

P. Curtin passed out her reports and said that July is typically a lower month for deeds and they are keeping an eye on the mortgage interest rates. She says they have started working with IT for electronic payments such as debit cards. Ms. Curtin says that several of the staff members went to Marion County in Indianapolis and observed how the 24 hour electronic returns work in their environment. Comparing the two offices, Madison County works very similarly to how Marion County is operating. She says overall they are doing very well. There was discussion on the Data Distribution and Services agreement. Chairman Chapman says he received notification from Amy Meyer that she wished to withdraw this issue until Mr. Ezra was able to elaborate more on the process. Mr. Chapman asked Ms. Curtin to describe what the service would be and she responded that a request was made by Zillow to obtain property records. Ms. Curtin and the Records Office are currently reaching out to other counties to find how they process these requests. Mr. Chapman is awaiting feedback from Mr. Ezra on whether this would be considered and tax increase and if it would be a necessary issue for the Real Estate Tax Cycle Committee.

## **ASSESSOR:**

J. Dauderman reported that they continue to work with the Board of Review on 2017 tax bill corrections with around 1300 of those being completed. He says that 95% of corrections are from exemptions. Aside from corrections, there have been 106,732 exemptions renewed in the office and are still around 11,000 exemptions short which 6,000 of those are Senior Exemptions. The Assessor said that renewal reminders will be going out either late August or early September so they are anticipating getting those 11,000 applications in. Switching directions, the Research Techs have been working on June transactions out of the Recorders Office with the Transfer Staff right behind them. Both of those groups are now at full staff. Chairman Chapman asked Mr. Dauderman if he would speak about the staffing in his office and how the dissolution of Alton Township could potentially affect his staff. Mr. Dauderman goes into detail of why his office was not at full staff initially and the process of getting them fully staffed again along with how taking on the work of 4 townships has tasked their office. Should Alton Township dissolve, Mr. Dauderman is visualizing 3-5 new staff members. The Committee and Mr. Dauderman discuss how taking on the work of Alton Township will be a huge project seeing that the township doesn't use the same software and the information may be incomplete as the County is concerned. Please refer to the audio to hear the full discussion on possible billing methods should the County Assessor's office take on the load of Alton Township. Mr. Dauderman revisited the publications process from last month. He said he has been able to eliminate the Belleville News Democrat and the Advantage newspapers. All publications should be published early next week. He finished his monthly report with updating the committee on the refinery assessment. He said that the refinery has asked for a reduction in the assessment but has not come forward with any numbers so the Wood River Assessor and he have decided to keep the current assessment as is. August 13<sup>th</sup>, a crew from the Assessor's Office will be going to American Steel for a tour of the plant. Committee members are pending the possibility of going as well.

There was discussion on the printer/copier that the Assessor's Office has a purchase request for. Mr. Dauderman says the only concern he has about the piece of equipment is that it is already discontinued. B. Davis said that even though the equipment is discontinued, they would still continue to receive the correct toner and maintenance services.

## **BOARD OF REVIEW:**

B. Powers reports that they continue to do bill corrections and senior freeze applications. She said that the IT department has posted the state exemptions and freeze exemptions. The office is receiving state appeals and are waiting on the tax district attorneys to provide their evidence. Ms. Powers says that once the deadlines hit for appeals, hearings will start. Ms. Powers says that even if the refinery does fight their assessment, the taxing districts can and probably will appeal to that.

**I.T.:**

B. Davis followed up with what Mr. Slusser reported on. He said that FCB is a brand new bank and vendor so they have been in constant communication with the branch. He said that the Real Estate Tax Cycle Committee is really based off of the software Devnet. He goes on to praise V. Cassens for her years of knowledge on the software and calls her the main person for that system.

Mr. Parkinson moved, seconded by Mr. Moore, to approve the property trustee report as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: M. Parkinson, D. Moore, D. Michael NAYS: None. **MOTION CARRIED.**

Mr. Michael moved, seconded by Mr. Parkinson, to approve the bills for the month. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: M. Parkinson, D. Moore, D. Michael NAYS: None. **MOTION CARRIED.**

The following purchase request was presented to the committee:

1. Request to Purchase One (1) RICOH MPC 5503 Printer (Chief County Assessor). The cost is \$5133.00

Mr. Parkinson moved, seconded by Mr. Moore, to approve the purchase requests as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: M. Parkinson, D. Moore, D. Michael NAYS: None. **MOTION CARRIED**

Mr. Michael moved, seconded by Mr. Parkinson, to adjourn the meeting. **MOTION CARRIED.**

/mds