

**REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES**

September 13th 2016 at 9:00 a.m.

PRESENT: L. Trucano, T. McRae, N. Petrillo, M. Walters, B. Gushleff, S. Brazier.

ABSENT: R. Alons.

OTHERS: J. Parente, J. Dauderman, B. Powers, T. Soland, S. Rolens, T. Lack,
B. Davis, D. Hulme, K. Prenzler, L. Ogden.

Mr. Gushleff moved, with a second by Mr. McRae to approve the minutes from August's meeting. **Motion approved unanimously.**

TAX YEAR REPORTS:

Mr. Dauderman reported for Chief County Assessment Office. Mr. Dauderman said the office currently preparing for 2016 hearings. Mr. Dauderman said office working to get Exemption reminders in the mail next week. Mr. Dauderman said the office is working July & August transfers.

Ms. Powers reported for the Board of Review Office. Ms. Powers said the office to start scheduling hears. Ms. Powers said the office have received a number of phone call regarding assessment questions. Ms. Powers said State Appeal hearings on week of November 14th. Ms. Powers said the office will continue bill corrections till Tax Sale.

Ms. Ming-Mendoza reported for the County Clerk Office. Ms. Ming-Mendoza said the office has 3 new TIF filed in Collinsville, Granite City and Madison.

Mr. Prenzler reported for the Treasurer's Office. Mr. Prenzler said the office has made 4 distributions in amount of \$150,179,022.98 which is 37.01%. Mr. Prenzler said next due date will be September 7th.

Recorder's Office provided a monthly report.

Mr. Davis reported for Information Technology Office. Mr. Davis said IT supports departments as needed.

TAX SALE DEED RESOLUTIONS:

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

BILL REVIEW /APPROVAL

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

Ms. Powers presented a Request to Purchase of Canon IRC 5240A Copier. A motion to approve Request to Purchase was made by Mr. Walters second by Mr. Brazier. **Motion approved unanimously.**

NEW BUSINESS:

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

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