

**REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES**

October 7th 2014 at 9:00 a.m.

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

Mr. Alons moved, with a second by Mr. Walters to approve the minutes from September's meeting. **Motion approved unanimously.**

TAX YEAR REPORTS:

Mr. Prenzler reported for the Treasurer's Office. Mr. Prenzler reported 3rd due date is October 9th, and next and final due date will be December 9th. Mr. Prenzler reported the Treasurer's Office have made 6 distributions of Real Estate Taxes this year in the amount of \$214 million which is approximately 55.6% next distribution scheduled for October 16th. Mr. McRae ask Mr. Prenzler to explain the Single Sale that took place before the Tax Sale.

Ms. Ming-Mendoza reported for the County Clerk Office. Ms. Ming-Mendoza reported the County Clerk Office is very busy preparing for the upcoming election. Ms. Ming-Mendoza said the County Clerk Office continue to accept levees. Ms. Ming-Mendoza also said Abstracts have been filed.

Mr. Dauderman reported for the Chief County Assessment Office. Mr. Dauderman said the Office is reviewing the appeals and working July transfers. Mr. Dauderman also field crews are in Alhambra and Hamel townships. Mr. Dauderman said the Office and Community Development are working on a project for the new Discovery Enterprise Zone. Mr. Alons ask Mr. Dauderman to explain how someone can get exemption if property is a rental.

Ms. Powers reported for Board of Review Office. Ms. Powers provided a monthly report. Ms. Powers reported 1,271 on the Docket with 521 open complaints. Ms. Powers also said the office is Purging the Senior Freeze file.

Mr. Messina reported for the Information Technology Department. Mr. Messina told committee the I.T. Dept. currently preparing for the upcoming Tax Cycle and BOR hearings. Mr. Messina said I.T. Dept. assist departments as needed.

TAX SALE DEED RESOLUTIONS:

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

BILL REVIEW /APPROVAL

The bills for September 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. Walters, second by Mr. McRae. **Motion approved unanimously.**