

REAL ESTATE TAX CYCLE COMMITTEE
MEETING MINUTES
May 10th 2016 at 9:00 a.m.

PRESENT: L. Trucano, T. McRae, N. Petrillo, M. Walters, R. Alons, B. Gushleff, S. Brazier.
ABSENT: None.
OTHERS: J. Parente, D. Ming, J. Dauderman, B. Powers, T. Soland, S. Rolens, B. Davis,
V. Cassens, D. Hulme, T. Lack, A. Meyer, L. Ogden.

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

TAX YEAR REPORTS:

Mr. Hulme reported for the Treasurer's Office. Mr. Hulme said the Treasurer's Office made a distribution of \$385,469.07 of Real Estate Taxes and \$188,000 of Mobil Home. Mr. Hulme said the office is currently working with IT to get Tax Bills out.

Ms. Ming-Mendoza reported for the County Clerk Office. Ms. Ming-Mendoza said the extension is complete.

Ms. Meyer provided a monthly report for the Recorder's Office. Ms. Meyer provided a monthly report. Ms Meyer reported 715 Deeds of Conveyance, 45 Judicial Deeds, 67 Lis Pendens and 3 Tax Deeds were recorded in February 2016.

Mr. Dauderman reported for Chief County Assessment Office. Mr. Dauderman said the office is working March & April transfers. Mr. Dauderman said the office will review values on the Quad work.

Ms. Powers reported for the Board of Review Office. Ms. Powers said the BOR currently working on State appeals pending. Ms. Powers said she is meeting with State Attorney's office to update BOR rules.

Mr. Davis reported for Information Technology Office. Mr. Davis said IT is working on tax bills and departments as needed.

TAX SALE DEED RESOLUTIONS:

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

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:

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