

## **REAL ESTATE TAX CYCLE COMMITTEE**

Tuesday, December 13, 2016

PRESENT: P. Chapman, D. Michael, E. Harriss, M. Parkinson, K. Novacich, D. Moore

ABSENT: J. Dodd, J. Futrell, A. Gorman

OTHERS: D. Mendoza, S. Adler, D. Hulme, J. Dauderman, S. Borders, A. Meyer, B. Davis, V. Cassens, T. Lack, T. Soland, B. Powers, S. Rollens

Ms. Novacich moved, seconded by Mr. Parkinson, to approve the November meeting minutes.  
**MOTION CARRIED.**

Each department head introduced themselves and spoke briefly what their role is with working with the Real Estate Committee.

### **TREASURER:**

S. Borders informed the committee that the last due date for 2015 property tax was on December 7<sup>th</sup>. There were 8 real estate distributions and have distributed \$315,856,076.18 which is 77.85% extended for Madison County. December 21<sup>st</sup> is the next distribution.

### **COUNTY CLERK:**

D. Mendoza informed the committee that the December 27<sup>th</sup> is the last day to file a levy. As of this morning 85 taxing districts have yet to file their levy 77 have filed and most have filed their budgets for the year. We will be notifying the districts that have not filed.

### **RECORDER:**

A. Meyer handed out to the committee graphs illustrating deeds of conveyance she also spoke briefly what a deed of conveyance is. She informed the committee the deeds of conveyance are on the rise. She also mentioned that the notices of foreclosures have gone down.

### **ASSESSOR:**

J. Dauderman spoke to the committee about the process and duties of the Assessor's Office. J. Dauderman informed the committee on Certificates of Error and how the department is working closely with the Board of Review. He mentioned that there were a little over 90,000 exemptions between the Board of Review and Assessor's Office. J. Dauderman also informed the committee that he has field crews currently in St. Jacob working.

### **BOARD OF REVIEW:**

B. Powers informed the committee that anyone that would want to appeal an assessment they have 30 days to do that. Anyone that files has the option to have an oral hearing on the evidence the owner has submitted. She mentioned that there are 6 hearings left to have for the year. She mentioned that there are 28 dockets that have remained open, they are waiting on information with those and should be complete by the end of the year. She also mentioned she is working with Austin Korn, Community Development on the newest parcels in the Enterprise Zone. She also mentioned that the department is still processing senior freeze applications and also state exemption applications.

**IT:**

B. Davis informed the committee that the department is a liaison and help assist all the other departments to keep things rolling. They print the cards and labels for the Assessor's Office, they print the mobile home registrations and senior and veterans freezes.

The following purchase request was presented to the committee:

**PURCHASES:**

1. The purchasing of printing and mailing of delinquent property tax notices for the Treasurer's Office. The cost is not to exceed \$7,750.00.

Mr. Parkinson moved, seconded by Ms. Harriss, to approve the purchase as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Parkinson, Novacich, Harriss, Moore and Michael. NAYS: None.

Ms. Novacich 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: Parkinson, Novacich, Harriss, Moore and Michael. NAYS: None.

Ms. Novacich moved, seconded by Mr. Michael, to approve the tax deed resolutions as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: Parkinson, Novacich, Harriss, Moore and Michael. NAYS: None.

The committee discussed and agreed to keep the meeting time and day the same for the time being.

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

/vlj