

Ms. Wendy Kotulla
132 Mainsail Drive
Third Lake, Illinois 60030

April 10, 2013

Mr. Martin P. Paulson M.B.A., M.S.
Clerk of the Board of Review
18 North County Street – 7th Floor
Waukegan, Illinois 60085

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CCAO AND BOARD OF REVIEW

Re: Board of Review Appointment

Dear Mr. Paulson,

I would greatly appreciate the opportunity to be considered for appointment to the Board of Review for a two year term beginning in June of 2013. The attached summarizes my formal education and a variety of work and volunteer related experience which I have. However, it doesn't fully represent why I believe I am a great candidate for this position.

I have served as an alternate member of the Board of Review for the last three years. In that time, which included some of the most volatile sales market activity our county has ever known, I had the opportunity to work with the current board members as well as with many of the township assessors and/or their staff. That experience was invaluable in understanding and executing the board's goal of being the neutral party to hear appeals from property owners and to reach decisions on the assessment valuations of their properties after weighing the evidence submitted. Each assessment that is changed (down or up) impacts every property owner in the county as it determines what percent of the overall county assessed valuation is assigned to each property owner. It is important to be as fair and accurate as you can be with each appeal. It is also very important to be consistent in how you address each appeal. That consistency comes in part from good underlying policies.

Lastly, it is critical to listen. Sometimes, the hearing affords the opportunity to help educate the property owner on how their assessment was derived, and why the outcome of the hearing is a change or no change. Even when the outcome is not what the property owner wants to hear, when they can see a transparent, fair process, they do appreciate the efforts that go into the hearing. It is also important to know how to work with more difficult hearing scenarios which might require the hearing officer to keep things focused while working with more passionate property owners who may be bringing a lot of emotion into the hearing.

Those skills, being neutral, being fair, being objective, being consistent, listening and keeping things focused are qualities which I have developed throughout my life. Those skills are critical not only in the hearings that board members conduct, but also in meeting other Board of Review responsibilities i.e. developing appeal process changes. I do believe I have contributed a few ideas along the way to the sitting members on steps that could be taken to improve the process.

I sincerely hope I am given an opportunity to participate in that planning process with a seat at the table. Thank you for your time and consideration of this application.

Sincerely,


Wendy Kotulla

Education and License Background

Bachelor in Business from De Paul University

Master of Management from Northwestern University's Kellogg School of Management

Illinois Real Estate License originally issued in 2002.

Experience

Realtor - Affiliated with Baird & Warner since 2002. (Currently working with the Libertyville, Illinois office.)

Working in Lake County as a realtor has allowed me to gain working knowledge of the housing market.

Hearing officer for the Board of Review - I served as an alternate Board of Review member for the last 3 years.

Trustee for the Village of Third Lake - Elected in 2006 and re-elected in 2010. Working with the village has allowed me to gain understanding of municipal governance. This work also gives me perspective on the importance of having proper funding and planning in place to support both business and residential community requirements. The importance of fair assessments is clear.

President of the Mariner's Cove Community Association – I have been on the board since 2002. I have served as president since 2008. Our association has worked closely with the Stormwater Management Commission (SMC) and the Village of Third Lake over the past few years because several common elements (detention ponds) as well as Druce and Third Lake are a part of the Des Plaines watershed. I spearheaded efforts to successfully gain an SMC grant that was used to address serious erosion issues in one of our ponds. We were one of the first homeowner associations to be given such a grant.

The Northern Trust Corporation – I worked for 16 years at the Northern Trust in the IT department. I started as a business analyst and later managed a team responsible for developing online portfolio management solutions for the personal trust investment managers to use nationwide. These included stock and bond trading solutions, online inquiry/analysis and reporting solutions.

Community Involvement

Grayslake Senior Center - I volunteer monthly at the Grayslake senior center.

Mill Creek DCEO grant sponsored study – I am currently representing the homeowner association (and am 1 of several village reps) working with the study group to identify goals for SMC's planning efforts.

Energy efficiency and conservation – As a homeowner I have been actively pursuing conservation techniques. My home is outfitted with solar panels and my property has been certified by Conserve Lake County as meeting conservation conscious criteria.