

Lake County Illinois

*Lake County Courthouse and Administrative Tower
18 N County Street
Waukegan, Illinois 60085*



Meeting Minutes - Final

Tuesday, July 11, 2017

8:30 AM

18 N. County St. Waukegan IL 60085

**Conference Room 6-B
Preceding Letter Hearings**

Lake County Board of Review

1. Call to Order

Member Fleming calls the meeting into order at 8:29 A.M
Present 3- Member Fleming, Member Kotulla and Member Helm
CCAO Staff Present: Paulson, Jackson, Sowul and Franke

2. Approval of Minutes

The Board reviewed and approved the Regular Session Minutes of May 17, 2017

4. Public Comment

None

5. Approval of Certificate of Errors

The Board reviewed and signed off on Certificate of Error requests from the Township Assessor and the Chief County Assessment Office.

6. Old Business

The Board reviewed and approved the (5 ILCS 120/2(c)) Executive Session Meeting Minutes of December 6, 2013 and December 18, 2013. Member Fleming requests a motion to make these minutes public. On a motion by Member Kotulla and a second by Member Helm these minutes along with the voice recordings are available to the public upon request.

The Board reviewed and approved the (5 ILCS 120/2(c)) Executive Session Meeting Minutes of November 7, 2016 and May 17, 2017. Member Fleming requests a motion to retain these minutes private under Executive Session. On a motion by Member Helm and a second by Member Kotulla these minutes are to remain confidential until further consideration by the Board. The minute taker was asked to provide copies of these minutes to all three members.

7. New Business**Review of Assessment Publications**

The Board of Review was informed of the status of the 2017 publication of assessments, along with filing deadlines that have been established.

Discussion of 2017 Session

CCAO Staff Member Sowul shares with the Board of Review the current calendar of scheduled cases; together with Clerk Paulson they outlined additional hearing schedule opportunities in the next few weeks with Warren and Antioch Townships.

Clerk Paulson discussed a request from County Board Chairman Lawlor on PTAB cases, where he asked for data by board member.

Discussion of Additional Member Training

Clerk Paulson will review available training dates & venue locations for the Additional Member Training to be held the week of August 21st. Member Fleming proposes until the official training occurs a select few alternates can begin shadowing current members with Letter hearings to get acquainted to our process.

8. Adjournment

Member Fleming calls for a motion to end the meeting at 9:31 A.M. Member Kotulla motions to adjourn, Member Helms seconds and the meeting is adjourned.