

Lake County Illinois

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



Meeting Minutes - Final

Thursday, August 31, 2017

3:00 PM

18 North County Street, Waukegan IL 60085

Conference Room 6 D

Lake County Board of Review

1. Call to Order

Member Fleming calls the meeting into order at 3:00 P.M.

Present 3- Member Fleming, Member Kotulla and Member Helm

CCAO Staff Present: Paulson and Franke

2. Approval of Minutes

The Board reviewed and approved the Regular Session Minutes of August 24, 2017 and the Training Session Minutes of August 25, 2017.

3. Public Comment

None

4. Approval of Certificate of Errors

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

5. Old Business**5.1 Attorney Alternative Data Base Usage**

Clerk Paulson advised the Board of his conversation with Attorney Pena'.

The Board of Review will continue to act in the best interest at the time of hearing with respect to evidence review. Clerk Paulson said similar situations arise for cases received at the Property Tax Appeal Board level.

5.2 Percentage of Letter Hearings Submitted

Clerk Franke advised the percentage of Letter Hearings is trending like last year at 50%.

6. New Business**6.1 Approval of assessment appeal case decisions in cases where no hearing was conducted August 19, 2017 through August 25, 2017, as Decision Attachment A.**

Attachments: [Decision Attachment A 8.25.2017.pdf](#)

Staff member Franke presented the appeal cases as listed in the Decision Attachment A. for the Board to review and approve.

The Board reviewed the case decisions through August 25, 2017; a motion to approve was received by Member Helm, a second motion was made by Member Kotulla and the case decisions are final by unanimous vote at 3:06 P.M.

In addition, Member Kotulla inquired about certain data value changes which were brought to her attention by a township representative. Clerk Paulson informed the members that the cost tables were changed midstream last year (2016) in anticipation of the new Tyler software being installed. The upgrade to the cost tables will affect both the 2017 and 2018 tax cycle years.

7. Adjournment

On a motion received by Member Kotulla, and a second motion by Member Helm the Board adjourned at 3:23 P.M.

