

Lake County Illinois

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



Meeting Minutes - Final

Thursday, September 14, 2017

3:00 PM

18 N. 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: Franke

2. Approval of Minutes

The Board reviewed the Regular Session Minutes of September 7, 2017; a motion to approve was received by Member Kotulla, a second motion was made by Member Helm and the Regular Session Minutes of September 7, 2017 were approved by all members.

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**6. New Business****6.1 Approval of assessment appeal case decisions in cases where no hearing was conducted September 02, 2017 through September 08, 2017, as Decision Attachment A.**

Attachments: [Decision Attachment A 9.08.2017.pdf](#)

Clerk Franke presented the appeal cases as listed in the Decision Attachment A. for the Board to review and approve. Member Helm inquired as to the nature of the absence of verbiage on some of the cases. Clerk Franke shared with the Members in those circumstances the cases were resolved as a "No contest" appeal case.

The Board reviewed the case decisions through September 8, 2017; a motion to approve was received by Member Kotulla, a second motion was made by Member Helm and the case decisions are final by unanimous vote of the members.

In addition, Member Kotulla shared feedback from some of the additional Board members related to the Board's assessment value change reason #3b to "is based on the evidence" and on the handling of "No contest" cases. Member Helm informed the Board Members about a case filed on a property in the Deerpath Consolidated Homeowner Association, along with remarks in an evidence filing from the Moraine Township Assessor related to the Board of Review Rules.

Additionally, Member Helm raised concerns about stipulation agreements utilized in cases where the Board of Review is presented with a recent appraisal of the subject property and in instances where a PTAB cases is involved. Board Members are requesting clarification from the appraisal staff as to the process and procedures for issuing PTAB case stipulations. Member Fleming requested the staff refrain from scheduling future hearings on Thursdays from 3:15-3:30pm thus allowing the Board Members additional time to convene.

7. Adjournment

On a motion received by Member Helm, and a second motion by Member Kotulla the Board adjourned at 3:22 P.M.