

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, May 8, 2018

9:00 AM

18 North County Street, Waukegan IL 60085

Conference Room 7-152 B

Lake County Board of Review

1. Call to Order – The meeting was called to order at 9:06AM.

Board Attendees: Member Fleming, Member Helm, Member Glueckert

Staff Attendees: Paulson, Jackson, Paslawsky, Franke

2. Approval of Minutes

Regular Session: April 16, 2018

The Board of Review members reviewed the minutes from their April 16, 2018 meeting. Member Fleming, Helm and Glueckert approved the minutes as presented. (3-0)

Executive Sessions: November 27, 2017 and November 30, 2017

The Board of Review members reviewed the minutes from their November 27, 2017 meeting. Member Fleming and Helm approved the November 27, 2017 minutes as presented. (2-0) On a motion by Member Fleming, a second by Member Helm the minutes of November 27, 2017 are to remain confidential by a vote of 2-0, with Member Glueckert abstaining.

The Board of Review members reviewed the minutes from their November 30, 2017 meeting. Member Fleming, Helm and Glueckert approved the November 30, 2017 minutes as presented. (3-0) On a motion received by Member Glueckert, a second by Member Helm the minutes of November 30, 2017 are to remain confidential by unanimous vote. (3-0)

2.1 Minutes added to Agenda

Executive Sessions: November 7, 2016 and January 23, 2017

The Board of Review members on motions for each received by Member Fleming, second by Member Helm the minutes of November 7, 2016 and January 23, 2017 will continue to remain confidential by a vote of 2-0, with Member Glueckert abstaining.

Chief Clerk Paulson reminded the Board of Review members that all Executive Session minutes held in confidentiality shall be reviewed every six (6) months. The minute taker was instructed to recall all Executive Session minutes again in November 2018.

3. Public Comment- None

4. Approval of Certificate of Errors

The Board of Review reviewed and approved the Certificate of Errors that were presented, with no exceptions.

5. Review Public Comments of the 2018 Draft Rules of the Board of Review

Members reviewed and discussed the public comment which resulted in no further changes to the 2018 Draft Rules of the Board of Review.

5.1 Approve the 2018 Rules of the Board of Review

Member Fleming requests for a motion to approve the 2018 Board of Review Rules, Member Glueckert motions to approve and Member Helm seconds the motion. The 2018 Board of Review Rules are approved unanimously 3-0. Members affixed their signatures and the 2018 Board of Review Rules are now ready for publication both in print and on the web.

6. Old Business

Clerk Paulson provided the Members with a brief update to other pending litigation.

Members were reminded that the Clerk Paulson will be hosting a meeting for the attorneys that practice in front of the Board of Review on Wednesday May 9th.

Clerk Paulson advised that clerical staff can release findings for 2018 cases by townships incrementally early on; although subject to time constraints as we move through the Board's 2018 session.

7. New Business

Clerk Paulson provided the members with an update on the start of the Board's timetable for the 2018 session.

Member Helm inquired about the alternative appraisal database some townships will be using this year as it relates to receiving property data for 2018.

Members of the Board of Review have set Tuesday May 29th, 2018 to hear Non-Homestead cases. Member Fleming request that Member Helm Chair these hearings in his absence.

Members and Staff will host an Alternate Member Training on Wednesday June 20th, 2018; the training agenda to be discussed and finalized at the next regular scheduled meeting of the Board of Review on Tuesday June 5th, 2018.

8. Adjournment

Motion to adjourn by Member Helm, seconded by Member Fleming. The motion carried unanimously (3-0). The meeting adjourned at 10:35AM.