

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, March 20, 2019

9:00 AM

18 N. County Street, Waukegan, IL 60085

Conference Room 6 D

Lake County Board of Review

1. Call to Order

Member Fleming called the meeting into order at 9:04 A.M.

Board Attendees: Member Fleming, Member Helm and Member Glueckert

Staff Attendees: Paulson, Jackson, Sowul and Franke

Other Attendees: ASA Gunnarsson, ASA Fronk

2. Approval of Minutes

Regular Session: March 12, 2019

The Board of Review members reviewed the minutes from their March 12, 2019 meeting. Member Fleming asked for a motion to approve. Member Helm motioned to approve, Member Glueckert second the motion. The Board members approved the minutes as presented 3-0.

3. Public Comment - None**4. Discussion on Certificate of Error Process for 2019**

Tyler iasWorld workflow is in the final testing stage. Data entry into the production site is expected by mid-April. The Board's electronic approvals to begin thereafter.

5. Discussion on Board of Review Process for 2019

The Board, ASA Gunnarsson and ASA Fronk discussed at length questions the Board of Review posed related to evidence that would be provided to the Board of Review in 2019, along with possible language changes for the Board's rules document for the upcoming session.

Clerk Paulson requested the Board of Review to reconvene rather quickly to finalize the 2019 Board of Review Rules and to set up a public comment period.

6. Training of Board of Review Members on Tyler iasWorld Property Tax Administration System

Clerk Jackson offered the Members the opportunity to gain functionality training within the Tyler iasWorld system with assisting in the evidence data collection for submissions on pending PTAB cases.

Board of Review Members talked about a need to set a training date for the 2019 Alternate Members.

7. Old Business

Members provided Clerk Jackson with suggestions and modified decision reasons for the Board's change and no change reasons for assessment appeals related to the Tyler iasWorld hearing tracking module.

8. New Business

Clerk Paulson met with County Board Member John Wasik and Judy Martini about their ideas for improving property assessment information that is available to the public and the Board of Review rule about attorney representation. Paulson also informed the Board that he had met with County Board Member Adam Didech.

9. Adjournment

Chairman Fleming called for a motion to adjourn. Member Helm motioned to adjourn, seconded by Member Glueckert. The motion carried unanimously 3-0. The meeting adjourned at 11:46 A.M.