

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, May 12, 2020

1:00 PM

Zoom: [https://us02web.zoom.us/j/86123834333?](https://us02web.zoom.us/j/86123834333?pwd=by9iaUtMT0c5NjkvRFByNC95YVNrdz09)
[pwd=by9iaUtMT0c5NjkvRFByNC95YVNrdz09](https://us02web.zoom.us/j/86123834333?pwd=by9iaUtMT0c5NjkvRFByNC95YVNrdz09)

Meeting ID: 861 2383 4333

Password: 695804

Lake County Board of Review

1. **Call to Order - Member Helm called the electronic meeting into order at 1:00 P.M.**

Board Attendees: Member Helm and Member Monie

Staff Attendees: ASA Gunnarsson, ASA Helton, ASA Randall, Glueckert, Paslawsky and Crawford

Member Helm offered condolences on behalf of the Board and Board Alternates to Chairmen Pete Fleming in the loss of his beloved wife. The Chairmen's term ends as of May 31, 2020, he is however interested in being appointed as an Additional Board of Review Member for the 2020 Session.

Clerk Glueckert unofficially welcomed Member John Paslawsky to today's meeting. His 2 year term officially begins June 1, 2020.

2. **Approval of Minutes**

Regular Session: April 28, 2020

The Board of Review members electronically reviewed the minutes from their April 28, 2020 meeting. Member Helm motioned to approve. Member Monie seconded the motion. The Board members electronically approved the minutes 2-0.

3. **Public Comment - None**

In the interest of time, Member Helm motioned to delay the Old Business Agenda Item until after the business of Item 5.1 could be addressed with the ASA's present. Members and Staff agreed to the delay.

- 5.1 **2020 Board of Review Rules-Draft Continuation**

The Board discussed and reviewed the 2020 Board of Review Rules of Procedure and provided Clerk Glueckert with final revisions and recommendations received by the Lake County Attorney Staff. Member Helm motioned for a vote to formally accept the draft as amended today. Member Monie motioned to accept the Draft 2020 Board of Review Rules of Procedure, Member Helm seconded the motion. The Board members electronically approved the Draft 2020 Board of Review Rules of Procedure as amended today 2-0.

Clerk Glueckert will set a public comment period and post the 2020 Draft Rules on the website; comments on the draft rules will be made available to the Board of Review during their next meeting with the expectation of approving the 2020 Board of Review Rules of Procedure in that meeting.

4. **Old Business**

Clerk Glueckert and Member Monie facilitated the annual FARC Meeting held on Friday May 8th, 10:00am at the Lake County Farm Bureau. The purpose of this meeting was to discuss and approve the certification of farm values for 2021 from the Illinois Department of Revenue. Farm Committee Members present were Chairman Bob Glueckert, Rodney Buss, Pete Tekampe, Tom Doolittle and Joe Monie. Additionally, Lake County Farm Bureau Director Greg Koeppen and Illinois Department of Revenue representative Adrienne Suits-Bailey (via phone) were also present. The 2021 certification of farm values for 2021 from the Illinois Department of Revenue were approved unanimously.

Member Helm acknowledged the upcoming Board of Review Examination Date was postponed to July 09, 2020 at the same hour and location as previously revised.

Member Helm additionally inquired as to the change notifications and zoom format for the upcoming Non-Homestead hearings scheduled for Wednesday, May 27, 2020.

5. New Business - Alternate Member Training to include:

Discussion of the Preferential Exemptions of Historic Rehabilitation Freeze & Open Space Valuations. Discussion of Sales of Subject Property.

5.2 Discussion on CAP Rates for 2020

The discussion on CAP Rates & Vacancy Policy for 2020 were heard simultaneously; the minute keeper is including both 5.2 and 5.3 discussions as combined topics for the official minutes of the meeting. See Agenda Item 5.3

5.3 Discussion on Vacancy Policy's for 2020

Clerk Glueckert welcomed unofficial Member John Paslawsky to share his recommendation to gather a panel of assessment professionals to exchange ideas, recommendations and range of values for the Board's Vacancy Policy and Cap rates for the 2020 session. The Clerk and Members discussed the ideal participants. Clerk Glueckert will arrange for an online gathering to discuss these topics prior to the Draft Rules being set for the Public Comment Period.

5.4 Discussion in regard to the carrying forward of BR decisions based on sale of the subject property.

Members discussed a wide variety of scenarios including parcels that are owner or non-owner occupied, foreclosures sales with or without subsequent rehabilitations and investor properties. Insight from the Assessor's Group and considering PTAB decisions should be done on a case by case basis verses a neighborhood approach was noted by Clerk Glueckert.

6. Adjournment

Prior to adjourning, the Board set June 3, 2020 at 9:00am as their next meeting date at which time the Members will appoint a new Chairperson.

Member Monie motioned to adjourn, seconded by Member Helm. The motion carried unanimously 2-0. The meeting adjourned at 2.54 P.M.