

Shelby County Board of Review Minutes of October 17, 2023 Meeting

1. Call to Order:

Chairman Chris Johnston called the meeting to order at 10:02 AM.

2. Roll Call:

The following members were physically present; Chris Johnston, Gregg Brown and Kenny Schwengel. Others physically present were Debbie Dunaway, Supervisor of Assessments.

3. Approval of Minutes of September 19, 2023 Meeting:

Motion: Kenny Second: Chris Approved: All

4. Public Comments:

No comments from the public.

5. The Following Complaints were received:

None

6. Seven Certificates of Error were reviewed and signed by Johnston, Brown and Schwengel.

Sept 2	1
Oct 3	1
Oct 10	2
Oct 12	2
<u>Oct 17</u>	<u>1</u>
Total	7

7. One Non-homestead PTAX-300 requested by Robert Orman, Shelby County Board, for the property associated with the county farm was approved unanimously (10/03/23) and forward to IDOR (10/03/23).

8. New Business:

The Board reviewed the timeframe and process for the upcoming publishing of assessments. The expected Date of Publish is still being worked. The complaint volume is expected to be higher due to the level of assessment for a quad year. The window for complaints will be 30 days from the Date of Publish. Additional complaints may arise from the notification of changes to assessments which have a 10-day window. Notifications to request a hearing will be sent out after the complaint window closes; expected sometime in December. Additionally, Homestead Certificate of Errors will complete with the date of the Tax Sale Judgement.

Gregg and Kenny shared benchmarking data with the BOR operation in neighboring counties to include Coles, Douglas and Moultrie where their work is addressed by a different schedule. A discussion followed on the current workload, posted office hours and potential perceptions of the public. Debbie shared her belief that the availability and dedication of the board would withstand any criticism. A decision was made to postpone any consideration of an alternative schedule after the complaint process is complete. Accommodation will be made to members of the Board for conflicts with the posted work schedule.

9. Recess of the Board of Review was called by Chairman Johnston at 10:37.