

# Minutes - Board of Town Trustees

STATE OF ILLINOIS, }  
Kane County, } ss.  
Town of Geneva, }

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 400 Wheeler Drive on September 5, 2007,  
PRESENT: Patrick Jaeger Supervisor  
Sheri McMurray Deputy Town Clerk  
Richard Sharp Town Trustee  
Sharon R. Brazill Town Trustee  
Denise D. LaCure Town Trustee  
Mark Wissing Town Trustee

M r. Patrick Jaeger acting as chairperson and Sheri McMurray as clerk. The following official business was transacted:

## CONTINUED FROM AUGUST 22, 2007

Supervisor Patrick Jaeger called the meeting to order at 7:05 p.m.

Bob Rock led the Pledge to the Flag.

Deputy Clerk Sheri McMurray called the roll.

### TOWNSHIP BUSINESS:

**Grand Opening:** Sherri Weitzl distributed written details of the Opening plans along with a copy of the program and newsletter. The Township newsletter has been mailed and is expected to be delivered to residents by tomorrow. Pat Brazill has been working with Fagan's and Printability to get the newsletter out in a timely way. A senior newsletter was mailed mid August. Sherri indicated that we've had a good response from individuals who received our formal invitation.

**Assessor's Billing Itemization:** An invoice and billing detail from the Assessor's contractor were presented to the Board of Trustees by Assessor Aubrey Pratte. Motion by Trustee Wissing/second by Trustee LaCure to accept the invoice from Mark Rake. Supervisor Jaeger asked the Assessor to further explain the meaning of the billing detail in Mr. Rake's invoice. The "field review of properties; database analysis of specific data..." on June 16 was described by Mr. Pratte as a "driveby" to look at the general condition of properties. He indicated that Mr. Rake was reassessing the downtown residential historic area. His field review did not include walking around the property, measuring or photographing according to Mr. Pratte. On June 17 the billing detail included "database analysis of specific data". Mr. Pratte said he believed that included checking the Township's records against what Mr. Rake observed during the field review. Trustee Brazill asked if Mr. Rake might remeasure if his observations didn't match the property records. Mr. Pratte answered that there are several processes. June 18 listed "market analysis" and that was described by Mr. Pratte as loading the data Mr. Rake had gathered into the computer and running it against the existing sales information. "Calibration of land value models and statistical testing" were listed on June 20. The Assessor described that as striking a balance between land and improvements. The invoice listed "calibrating land valuation rates"

on June 21. Mr. Pratte said there is a three tier system in PAMS with the width of lots making them obsolete in some areas. The assessor explained that "external obsolescence study..." on June 22 included indicating whether a property had economic, physical or function issues. Supervisor Jaeger asked whether any of these processes could be done on PAMS by Mr. Pratte. He answered that most can be done on PAMS and Mr. Rake has created some additional neighborhood analysis programs. Supervisor Jaeger inquired about the number of programs and what they did. Mr. Pratte said he didn't remember. On June 26<sup>th</sup> and 27<sup>th</sup> the work is described as "valuation analysis of site and improvements". Mr. Pratte said he wasn't sure what was done. "Additional sales collection" on June 28<sup>th</sup> was described as collecting information from the multiple listing service. "Statistical testing..." on July 2<sup>nd</sup> and 3<sup>rd</sup> was said to be different tests that are run on PAMS. On July 13<sup>th</sup> Mr. Pratte said that "database analysis of specific data..." related to getting all the data together and running it against PAMs. Supervisor Jaeger asked Mr. Pratte why Gary Cushman was not called to do "troubleshooting and analysis..." listed on the invoice for August 18<sup>th</sup> and 19<sup>th</sup>. He inquired whether Mr. Pratte's budget covered this item. Mr. Pratte said that "custom programming" on August 21<sup>st</sup> was necessary because Mr. Rake had to recreate programming that couldn't be found on the system.

Supervisor Jaeger asked how much of the assessment work could have been done by Mr. Pratte. Mr. Pratte said he was capable of doing all of it. Mr. Jaeger said he wants Mr. Rake to attend a trustee meeting to explain his billing. Trustee Sharp said that Mr. Rake is functioning as another employee in the assessor's office because there is too much work. Trustee LaCure told Mr. Pratte that she'd like to see the number of properties and other statistical information in the billing detail. She suggested that the billing be explained in "plain English". Trustee Sharp said that he didn't understand the terminology in the bill but that he supported paying the bills if Mr. Pratte says he needs the help.

Supervisor Jaeger asked the Assessor where the \$16,000-\$17,000 budget overage in the consultant line-item would be made up. Mr. Pratte said that the project is underway and he was told during the last budget discussion that the board would pay his bills. Trustee Wissing asked whether the board should look at the cost and efficiency of other townships. Trustee Sharp called the question. The motion to approve Mark Rake's bill was approved by voice vote. Supervisor Jaeger asked that the roll be called. Trustee Sharp, Trustee Brazill, Trustee LaCure and Trustee Wissing voted "aye". The board asked that Mark Rake attend the September 20<sup>th</sup> regular meeting to answer questions. Moved by Trustee Sharp/second by Trustee Brazill to adjourn. Motion carried unanimously. Meeting adjourned at 8:50p.m.

Respectfully submitted,

Sheri McMurray  
Deputy Clerk