



OFFICE OF REAL ESTATE ASSESSMENTS
BOARD OF EQUALIZATION AND ASSESSMENT REVIEW

MEETING INFORMATION

DATE: Tuesday, April 09, 2024

TIME: 11:00 am

LOCATION: City Hall, Room 3008

ATTENDANCE

PRESENT:

Bushman, Joshua
Coldsmith, Janet
Kindrick, Stephen

ABSENT:

Cappelle, Michele
Van Diepen, Vann
Wade, Gregory

VIRTUAL:

Anderson, Alan
Chitlik, David

MEETING MINUTES

1. WELCOME AND CALL TO ORDER

- The meeting of the Board of Equalization was called to order by Chair David Chitlik at 11:00 AM.
- A quorum of membership was present.

2. ADMINISTRATIVE CHANGES

- a. BOE Chair and Secretary Elections
 - David Chitlik re-elected as Chairman
 - Vann Van Diepen elected as Secretary
- b. Member Contact Information
- c. Training
 - New Training: Michele Cappelle
 - Refresher Training: Alan Anderson, Gregory Wade
- d. Vacation Calendars
- e. Hearing Schedule
 - Mondays and Wednesdays from 4:00 pm to 7:00 pm
 - Tuesdays from 9:00 am to 1:00 pm

3. STAFF CHANGES/PRESENTATIONS

- a. Distribution of Rules and Procedures for Hearings
- b. Clerk to the BOE, Staff Changes
- c. 2023-2024 BOE Statistics (Annwyn Milnes)

4. ADJOURNMENT

- The meeting was adjourned at 11:30 AM.
- The next meeting of the Board of Equalization is TBD.