



**STATE ASSESSORS BOARD  
REGULAR MEETING AGENDA**

**February 13, 2009**

**Richard H. Austin Building, State Treasurers' Board Room  
430 West Allegan Street, Lansing, Michigan**

9:30 a.m. **Call to order**

**Roll call**

**A. Approval of the regular meeting minutes of January 7, 2009 (page 1)**

**B. Public comment**

**C. Educational programs**

1. Elective educational renewal credit request for a Northern Michigan University Course titled "APNC 162—Appraisal of Mixed-Use Properties"
  - a. Communication from the Executive Secretary recommending approval of the request (page 7)
2. Elective educational renewal credit request for an InfoGeographics, Inc. course titled "GIS Tools and Methods for Assessors"
  - a. Communication from the Executive Secretary recommending approval of the request (page 11)
3. Level 3 experience qualification requests
  - a. Communication from the Executive Secretary recommending approval of the requests (page 14)

**D. Certification level matters**

1. Request to waive the level 4 unit requirements for China Township and East China Township, St. Clair County, for 2009 on the basis that a level 4 assessing officer has responsibility for assessing the power plant property that causes the Townships to be level 4 units
  - a. Communication from the Executive Secretary recommending denial of the request (page 21)

**E. Certification applicants**

1. Communication from the Executive Secretary recommending formal approval of new assessing officer certifications (page 24)

2. Conditional certification request from Allouez Township, Keweenaw County
  - a. Communication from the Executive Secretary recommending approval of the request (page 26)
3. Conditional certification request from Austin Township, Sanilac County
  - a. Communication from the Executive Secretary recommending approval of the request (page 30)
4. Conditional certification request from Ironwood Township, Gogebic County
  - a. Communication from the Executive Secretary recommending approval of the request (page 34)

**F. Closed meeting, permissible under Michigan Compiled Law 15.268(h)**

1. Discussion of the closed meeting minutes from January 7, 2009 (page P1)
2. Discussion of official suspension order relating to revocation petition 08-0028 (page P4)
3. Formal revocation hearing for revocation petition 08-0029 (page P9)
4. Formal revocation hearing for revocation petition 08-0040 (page P76)
5. Informal revocation hearing for revocation petition 08-0036 (page P110)
6. Informal revocation hearing for revocation petition 09-0008 (page P253)
7. Informal revocation hearing for revocation petition 09-0009 (page P293)
8. Discussion of revocation petition 08-0032 (page P332)
9. Discussion of revocation petition 08-0039 (page P353)
10. Discussion of revocation petition 09-0001 (page P453)
11. Discussion of revocation petition 09-0002 (page P462)
12. Discussion of revocation petition 09-0003 (page P472)
13. Discussion of revocation petition 09-0004 (page P486)
14. Discussion of revocation petition 09-0005 (page P499)

15. Discussion of revocation petition 09-0006 (page P508)
16. Discussion of revocation petition 09-0011 (page P520)
17. Oral examination (page P535)

**G. Resumption of open meeting and actions on closed meeting items**

1. Closed meeting minutes from January 7, 2009 (page P1)
2. Revocation petition 08-0028 (page P4)
3. Revocation petition 08-0029 (page P9)
4. Revocation petition 08-0040 (page P76)
5. Revocation petition 08-0036 (page P110)
6. Revocation petition 09-0008 (page P253)
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16. Revocation petition 09-0011 (page P520)
17. Oral examination (page P535)

#### **H. Other business**

1. State Assessors Board 2009 meeting schedule changes
  - a. Communication from the Executive Secretary recommending adoption of a revised 2009 meeting schedule (page 37)
2. Certificate of appreciation for Ms. Beth M. Shafer (page 39)
3. Discussion of policy and position statements of the State Assessors Board
4. Discussion of the possibility of a mentoring program
5. Discussion of use of State Assessors Board renewal programs

#### **I. Correspondence**

1. Letter of appreciation to Ms. Maxine J. McClelland (page 40)
2. Letter of resignation from State Assessors Board committees from Ms. Beth M. Shafer (page 41)
3. Letter requesting a waiver of late fees from Ms. Sheila D. Maguire (page 42)

#### **Announcements**

#### **Adjournment**