



**STATE ASSESSORS BOARD
REGULAR MEETING MINUTES OF MAY 15, 2009
State Treasurers' Board Room, Richard H. Austin Building
430 West Allegan Street, Lansing, Michigan**

CALL TO ORDER: The May 15, 2009 meeting of the State Assessors Board was called to order at 9:30 a.m. in the State Treasurers' Board Room in the Richard H. Austin Building, 430 West Allegan Street, Lansing, Michigan.

ROLL CALL: Members present: Lisa A. Hobart, Chairperson
Raman A. Patel, Vice Chairperson
Henry O. Allen, Member
Allan J. Berg, Member
Frederick W. Morgan, Member

Staff present: David C. Lee, Executive Secretary

APPROVAL OF MINUTES: It was moved by Patel, seconded by Morgan, and unanimously approved to adopt the regular meeting minutes of the April 28, 2009 meeting of the State Assessors Board as presented.

PUBLIC COMMENT: There was no public comment.

EDUCATIONAL PROGRAMS:

1. It was moved by Allen, seconded by Patel, and unanimously approved to approve five hours of elective educational renewal credit for an on-line McKissock seminar titled "Environmental Issues for Appraisers".
2. It was moved by Allen, seconded by Patel, and unanimously approved to approve two hours of elective educational renewal credit for an on-line McKissock seminar titled "Environmental Pollution and Mold".
3. It was moved by Allen, seconded by Patel, and unanimously approved to approve three hours of elective educational renewal credit for an educational program titled "Introduction and Red Flags of Market Analysis and Highest and Best Use".
4. It was moved by Allen, seconded by Patel, and unanimously approved to approve six hours of elective educational renewal credit for The Real Estate Academy Course 1000.
5. It was moved by Patel, seconded by Allen, and unanimously approved to approve six hours of elective educational renewal credit and level 3 course credit for the Kent County Assessors Association course titled "Basic Income Approach".
6. It was moved by Allen, seconded by Patel, and unanimously approved to approve three hours of elective educational renewal credit for an educational program titled "Importance of the Property Address to the Assessor's Database".

7. It was moved by Allen, seconded by Berg, and unanimously approved to grant approval to the level 3 experience qualification request of Karl E. Ockerman.

CERTIFICATION APPLICANTS: It was moved by Morgan, seconded by Patel, and unanimously approved to grant formal approval to the list of certification applicants provided to the Board. The list of certification applicants which was approved by the Board and the certification totals presented to the Board were as follows:

**Certification Applicants
April 30, 2009**

Level 1

Ercole, Michelle L.
Kleppe, John

Kohagen, Jason
Lent, Timothy

VanEenenaam-Carpenter, Katie
Wissman, Daniel R.

Level 2

Ercole, Michelle L.
Lent, Timothy

Pascoe, Paul
VanEenenaam-Carpenter, Katie

Wissman, Daniel R.

Level 3

LaGow, JoAnna

Meygaard, Anthony E.

Tacoma, Tyler A.

**Certification Totals
April 30, 2009**

Level 1	553
Level 2	960
Level 3	900
Level 4	<u>147</u>
Total	2,560

CLOSED MEETING: A closed meeting was permissible under the Open Meetings Act, Michigan Compiled Law 15.268(h). A motion was made by Morgan and seconded by Patel to go into closed session. A roll call vote occurred: Hobart—yes, Patel—yes, Allen—yes, Berg—yes, and Morgan—yes. The motion was unanimously approved.

A closed session was held for the following items:

1. Discussion of a written communication containing legal advice
2. Discussion of the closed meeting minutes from April 28, 2009
3. Discussion of official order relating to revocation petition 08-0039
4. Discussion of official order relating to revocation petition 09-0009
5. Discussion of revocation petition 08-0038
6. Discussion of revocation petition 09-0010

7. Discussion of revocation petition 09-0012
8. Discussion of revocation petition 09-0022
9. Discussion of an assessing practices matter
10. Discussion of course examination results
11. Discussion of narrative appraisal 206
12. Discussion of the status of narrative appraisal review efforts
13. Discussion of the filing status of Form 4620 for 2009

A motion was made by Patel and seconded by Morgan to return to open session. A roll call vote occurred: Hobart—yes, Patel—yes, Allen—yes, Berg—yes, and Morgan—yes. The motion was unanimously approved.

OPEN MEETING ACTIONS ON CLOSED MEETING ITEMS:

1. It was moved by Patel, seconded by Morgan, and unanimously approved to approve the closed meeting minutes of April 28, 2009 as presented.
2. It was moved by Morgan, seconded by Patel, and unanimously approved to approve the official order as presented for revocation petition 08-0039.
3. It was moved by Morgan, seconded by Patel, and unanimously approved to approve the official order as presented for revocation petition 09-0009.
4. It was moved by Allen and seconded by Patel to hold an informal revocation hearing for the assessing officer named in revocation petition 08-0038. A roll call vote occurred: Hobart—yes, Patel—yes, Allen—no, Berg—yes, and Morgan—no. The motion was approved by a vote of three to two.
5. It was moved by Morgan, seconded by Patel, and unanimously approved to dismiss revocation petition 09-0010 and to place a letter documenting the matter in the certification file of the assessing officer named in the petition.
6. It was moved by Morgan, seconded by Patel, and unanimously approved to dismiss revocation petition 09-0012.
7. It was moved by Allen, seconded by Patel, and unanimously approved to ask the assessing officer named in revocation petition 09-0022 to respond in writing to the allegations contained in the petition.
8. It was moved by Patel, seconded by Morgan, and unanimously approved to commence a revocation proceeding on the initiative of the Board with regard to the assessing practices matter starting on page P269 of the Board's May 15, 2009 closed meeting agenda packet and to hold an informal revocation hearing for the assessing officer involved.

9. It was moved by Allen, seconded by Patel, and unanimously approved to receive and file the April 2009 course examination results.

10. It was moved by Morgan, seconded by Patel, and unanimously approved to approve the grader's passing grade for the first submission of narrative appraisal 206.

11. It was moved by Allen, seconded by Morgan, and unanimously approved to commence revocation proceedings on the initiative of the Board against the certification of the assessing officers who had not submitted a Form 4620 for 2009 as of May 15, 2009.

ADJOURNMENT: It was moved by Patel, seconded by Berg, and unanimously approved to adjourn the meeting. The meeting adjourned at 10:31 a.m.

Date minutes typed: May 17, 2009

Date minutes approved: 6-15-09



Lisa A. Hobart, Chairperson