



**STATE ASSESSORS BOARD  
REGULAR MEETING AGENDA**

**October 26, 2007**

**Richard H. Austin Building, Bond Finance 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 September 24, 2007**

**B. Public comment**

**C. Educational programs**

1. Communication from the Executive Secretary recommending that the Board seek input regarding the possibility of increasing the number of annual certification renewal hours from 6 to 12
2. Communication from the Executive Secretary regarding the Communications home study course—information only
3. Educational renewal credit request for a BS&A Software course titled “Splits/Combinations Class”
  - a. Communication from the Executive Secretary recommending approval of the request
4. Communication from the Executive Secretary regarding three-hour and six-hour renewal evaluations—information only
5. Level three experience qualification requests
  - a. Communication from the Executive Secretary recommending approval of the requests
6. Communication from the Executive Secretary recommending changes to the minimum true cash values of commercial and industrial properties for level 3 demonstration appraisal record cards

**D. Certification level matters**

1. Communication from the Executive Secretary recommending adoption of a policy/procedure prescribing a uniform, impartial treatment of assessing officers who have certified more in equivalent state equalized value than is permitted for their level of certification

2. Communication from the Executive Secretary recommending correction of an error in determining the 2009 unit certification level of Armada Township, Macomb County

**E. Certification applicants**

1. Communication from the Executive Secretary recommending formal approval of new assessing officer certifications

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

1. Closed meeting minutes from September 24, 2007
2. Oral examination procedure
3. Grading of narrative appraisal 202
4. September 2007 course examinations
5. Revocation petitions 06-0030, 06-0031, 06-0034, and 06-0035
6. State Tax Commission referrals

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

1. Closed meeting minutes from September 24, 2007
2. Oral examination procedure
3. Grading of narrative appraisal 202
4. September 2007 course examinations
5. Revocation petitions 06-0030, 06-0031, 06-0034, and 06-0035
6. State Tax Commission referrals

**H. Communications**

1. Communication from Mr. Eugene Schmall regarding an action of the State Tax Commission under Michigan Compiled Law 211.154
2. Communications from Ms. Lisa Hough regarding the proctoring of State Assessors Board examinations in the Upper Peninsula

**I. Other business**

1. Proposed 2008 State Assessors Board meeting schedule
2. Communication from the Executive Secretary regarding upcoming restricted access to State buildings—information only
3. Communication from the Executive Secretary regarding the fiscal year 2007-2008 budget situation—information only
4. Communication from the Executive Secretary recommending approval of a communication expressing appreciation to State Assessors Board committee members and volunteers

**J. Announcements**

**Adjournment**