

Memorandum

To: Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee, First District
Senator George Runner (Ret.), Second District
Honorable John Chiang, State Controller

Date: September 7, 2012

From: David J. Gau, Deputy Director 
Property and Special Taxes Department

Subject: ***Board Meeting, September 2012—Item N—Administrative Session
Summons to Annual Meeting of the Board and County Assessors***

I am requesting approval of the attached summons to county assessors to meet with the Board and authorized representatives pursuant to the provisions of Government Code section 15607. The meeting will be held at the Board's headquarters in Sacramento on November 15, 2012.

Please place this item on the Board's September 2012 Administrative Session Agenda for approval.

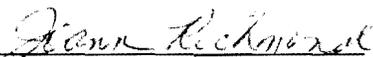
DJG:sk
Attachment

cc: Ms. Joanne Richmond

Approved:


Cynthia Bridges
Executive Director

Board Approved:


Joann Richmond, Chief 9-13-12
Board Proceedings Division



STATE OF CALIFORNIA

STATE BOARD OF EQUALIZATION
PROPERTY AND SPECIAL TAXES DEPARTMENT
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BETTY T. YEE
First District, San Francisco
SEN. GEORGE RUNNER (RET.)
Second District, Lancaster
MICHELLE STEEL
Third District, Orange County
JEROME E. HORTON
Fourth District, Los Angeles
JOHN CHIANG
State Controller

CYNTHIA BRIDGES
Executive Director

No. 2012/XXX

September 17, 2012

TO COUNTY ASSESSORS:

SUMMONS TO A STATE BOARD OF EQUALIZATION MEETING

Pursuant to the provisions of section 15607 of the Government Code, you are hereby summoned to meet with the Board and/or its duly authorized representatives to discuss issues relating to the administration of property assessment and taxation laws. Based on the statute, the Board may appoint a specific staff person or deputy to represent them at the meeting and may authorize such representatives to focus on matters that would promote uniformity of procedures and assessment in property taxation throughout the state.

The meeting will be held on November 15, 2012 at the Board's headquarters in Sacramento, 450 N Street, Room 121, convening at 1:30 p.m. The Board is confident that this meeting will provide a good opportunity for formal and informal dialogue between county assessors and Board Members and/or their authorized representatives.

Sincerely,

Cynthia Bridges
Executive Director

CB:sk

cc: Clerks, County Boards of Supervisors