

M e m o r a n d u m

To : Mr. Ramon J. Hirsig
Executive Director

Date: March 30, 2007

From : Gary Evans, Acting Chief
Board Proceedings Division

Subject: Request to Add the Annual Assessor's Board Meeting

I am requesting approval to add the date of the 2007 Annual Assessor's meeting with the Board to the current calendar of Board of Equalization Meetings. This date was not known when the second half of the 2007 Board meeting schedule was presented to the Board for approval at the January 2007 Board meeting.

With your approval, I will place this item on the April 25, 2007 Administrative Consent Agenda for Board approval.



GE:cm

Approved:



Ramon J. Hirsig

cc: Ms. Kristine Cazadd

M e m o r a n d u m

To : Honorable Betty T. Yee, Chairwoman
Honorable Judy Chu, Ph.D., Vice Chair
Honorable Bill Leonard
Honorable Michelle Steel
Honorable John Chiang

Date: March 30, 2007

From : Gary Evans, Acting Chief
Board Proceedings Division

Subject: ADDING 2007 ANNUAL ASSESSOR'S MEETING WITH THE BOARD

The Board of Equalization is required to meet annually with the California County Assessors. The annual Assessor's meeting is being held the week of October 15, 2007 in Shell Beach which is located in San Luis Obispo County.

The County Assessor's would like to meet with the Board on October 17, 2007. If this date is approved, it will be added to the BOE's website and be placed in a staff memo indicating that the meeting has been added and where the meeting will be held.



cc: Ms. Kristine Cazadd