

Memorandum

To: Mr. Ramon J. Hirsig
Executive Director

Date: August 4, 2005

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

Subject: **Summons to Annual Meeting of the Board and County Assessors**
(August 31, 2005 Administrative Consent Agenda)

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 in conjunction with the annual meeting of the California Assessors' Association on October 18, 2005 in Monterey.

Please place this item on the Board's August 31, 2005 Administrative Consent Agenda for approval.

DJG:sk
Attachment

cc: Ms. Deborah Pellegrini

Approved: 
Ramon J. Hirsig, Executive Director

BOARD APPROVED
at the _____ Board Meeting

Deborah Pellegrini, Chief
Board Proceedings Division



STATE BOARD OF EQUALIZATION
PROPERTY AND SPECIAL TAXES DEPARTMENT
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BETTY T. YEE
Acting Member
First District, San Francisco

BILL LEONARD
Second District, Sacramento/Ontario

CLAUDE PARRISH
Third District, Long Beach

JOHN CHIANG
Fourth District, Los Angeles

STEVE WESTLY
State Controller, Sacramento

RAMON J. HIRSIG
Executive Director
No. 2005/XXX

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 in conjunction with the annual meeting of the California Assessors' Association and is scheduled for October 18, 2005 at the Portola Plaza Hotel, 2 Portola Plaza, Monterey. The Board meeting will be held from 1:30 p.m. to 3:00 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,

A handwritten signature in black ink, appearing to read "Ramon J. Hirsig", is written over a horizontal line.

Ramon J. Hirsig
Executive Director

RJH:sk

cc: Clerks, County Boards of Supervisors