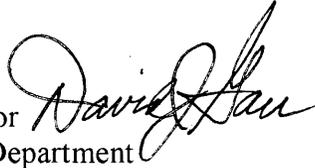


# Memorandum

To: Mr. Ramon J. Hirsig  
Executive Director

Date: September 19, 2008

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



Subject: ***Summons to Annual Meeting of the Board and County Assessors  
(October 2008 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 November 18, 2008 in Shell Beach.

Please place this item on the Board's October 2008 Administrative Consent Agenda for approval.

DJG:sk  
Attachment

cc: Ms. Diane Olson

Approved: \_\_\_\_\_

  
Ramon J. Hirsig, Executive Director

BOARD APPROVED  
at the \_\_\_\_\_ Board Meeting

\_\_\_\_\_  
Diane Olson, Chief  
Board Proceedings Division



STATE BOARD OF EQUALIZATION  
PROPERTY AND SPECIAL TAXES DEPARTMENT  
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Third District, Rolling Hills Estates

JUDY CHU, Ph.D.  
Fourth District, Los Angeles

JOHN CHIANG  
State Controller

RAMON J. HIRSIG  
Executive Director

No. 2008/XXX

October 2, 2008

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 November 18, 2008, at The Cliffs Hotel, 2757 Shell Beach Road, Shell Beach, in San Luis Obispo County. The Board meeting will be held from 1:30 p.m. to 3:30 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,

Ramon J. Hirsig  
Executive Director

RJH:sk

cc: Clerks, County Boards of Supervisors