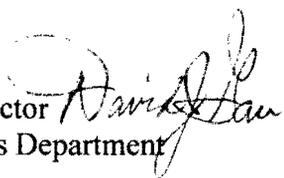


Memorandum

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: August 30, 2013

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

Subject: ***Board Meeting, September 2013—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 BOE and authorized representatives pursuant to the provisions of Government Code section 15607. The meeting will be held at the Red Lion Hotel Redding on October 22, 2013.

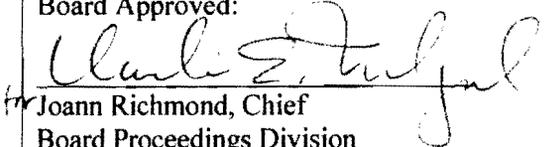
Please place this item on the BOE's September 2013 Administrative Session Agenda for approval.

DJG:sk
Attachment

cc: Ms. Joanne Richmond

Approved:

Cynthia Bridges
Executive Director

Board Approved:

Joann Richmond, Chief
Board Proceedings Division



STATE BOARD OF EQUALIZATION
PROPERTY AND SPECIAL TAXES DEPARTMENT
450 N STREET, SACRAMENTO, CALIFORNIA
PO BOX 942879, SACRAMENTO, CALIFORNIA 94279-0064
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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. 2013/XXX

September 16, 2013

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 State Board of Equalization (BOE) and/or its duly authorized representatives to discuss issues relating to the administration of property assessment and taxation laws. Based on the statute, the BOE 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 22, 2013 at the Red Lion Hotel Redding, 1830 Hilltop Drive, Redding. The BOE meeting will be held from 1:30 p.m. to 3:30 p.m.

The BOE is confident that this meeting will provide a good opportunity for formal and informal dialogue between county assessors and BOE Members and/or their authorized representatives.

Sincerely,

Cynthia Bridges
Executive Director

CB:sk

cc: Clerks, County Boards of Supervisors