



Board of Tax Appeals

**Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting,
Bushor Conference Room, 149 Church Street, 1st Floor**

Join from PC, Mac, iPad, or Android:

<https://zoom.us/j/93577299247>

Phone one-tap:

+19292056099, 93577299247# US (New York)

Join via audio:

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Webinar ID: 935 7729 9247

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1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	August 13, 2025 - Board of Tax Appeals Organizational Meeting - Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting, Bushor Conference Room, 149 Church Street, 1st Floor
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	August 13, 2025 - Board of Tax Appeals Organizational Meeting - Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting, Bushor Conference Room, 149 Church Street, 1st Floor
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Elections

Subject	3.1. Chair, Vice Chair and Clerk
Meeting	August 13, 2025 - Board of Tax Appeals Organizational Meeting - Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting, Bushor Conference Room, 149 Church Street, 1st Floor
Category	3. Elections
Department	Council and Board
Type	Action
Recommended Action	approve the Chair, Vice Chair and Clerk for the Board of Tax Appeals

4. Rules

Subject	4.1. Hearing Procedures
Meeting	August 13, 2025 - Board of Tax Appeals Organizational Meeting - Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting, Bushor Conference Room, 149 Church Street, 1st Floor
Category	4. Rules
Department	Council and Board
Type	Information

5. Approval of Forms

Subject	5.1. Educational Brochure, Notice of Hearing, Authority of Representation, Waiver of Site Visit and Official Notice of Decision
Meeting	August 13, 2025 - Board of Tax Appeals Organizational Meeting - Wednesday, August 13, 2025, 11:00 AM, Board of Tax Appeals Organizational Meeting, Bushor Conference Room, 149 Church Street, 1st Floor
Category	5. Approval of Forms
Department	Council and Board
Type	Action
Recommended Action	approve forms

6. Conflicts

Subject	6.1. Mika Duncan, 240 Staniford Road and FLT Eagle North, LLC, 188 North Street
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Category 6. Conflicts

Department Council and Board

Type Information

7. Establishment of Panel and Schedule

Subject **7.1. Establishment of Panel and Schedule**

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Category 7. Establishment of Panel and Schedule

Department Council and Board

Type Action

Recommended Action establish panel and schedule

8. Other Business

Subject **8.1. Verbal Comments**

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Category 8. Other Business

Department Council and Board

Type Information

9. Adjournment

Subject **9.1. Motion to adjourn**

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Category 9. Adjournment

Department Council and Board

Type Action
Procedural

Recommended Action Motion to adjourn