




August 17, 2022

Board of Tax Appeals Organizational Meeting - Wednesday, August 17, 2022, 4:00 pm - 5:00 pm **IN-PERSON, Bushor Conference Room, Room 102, First Floor, City Hall

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Motion to adopt agenda

Type: Action, Procedural

Recommended Action: motion to adopt agenda

2. Elections

2.01 Chair

Type: Action, Procedural

2.02 Vice Chair

Type: Action, Procedural

2.03 Clerk

Type: Action, Procedural

3. Rules

3.01 Hearing Procedures


Type: Information

4. Approval of Forms


4.01 Educational Brochure, Notice Of Hearing, Authority of Representation, Waiver Of Site Visit, Official Notice Of Decision


Type: Action, Communication, Procedural


Recommended Action: approve the forms

 2022 Authority for Representation.doc

 2022 BTAPAMPHLET.doc

 2022 Waiver of Site Visit Form.doc

 BTA Notice of Hearing 2022.docx

 OFFICIAL NOTICE OF DECISION 2022.doc



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5. Approval of Subpoenas

5.01 Approval of Subpoenas

Type: Action

Recommended Action: approve subpoenas

6. Establishment Of Panels And Schedule

6.01 Establish Panels

Type: Discussion, Information

6.02 Establish Schedule

Type: Discussion, Information

6.03 Alternative Schedule Options

Type: Discussion, Information

7. Conflicts/Appellant Listing

7.01 Conflicts/Appellant Listing

Type: Discussion, Information

8. Other Business

8.01 Verbal Comments

Type: Information

9. Adjournment

9.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn



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