

CARSON CITY BOARD OF EQUALIZATION
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A regular meeting of the Carson City Board of Equalization was scheduled for 10:00 a.m. on Tuesday, January 14, 2003 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Kevin Vukota
Ron Allen
Mary Keating
Roy Semmens

STAFF: David Dawley, Assessor
Alan Glover, Clerk-Recorder
Scott Loff, Chief Property Appraiser
Steve Walker, Property Appraiser
Melanie Bruketta, Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during regular business hours.

A. CALL TO ORDER, ROLL CALL AND DETERMINATION OF A QUORUM (1-0001) - Chairperson Vukota called the meeting to order at 10:03 a.m. Roll was called; a quorum was present. Vice Chairperson Saulisberry was absent.

B. ANNUAL SWEARING IN OF BOARD MEMBERS (1-0006) - Mr. Glover administered the oath of office to the Board members.

C. DISCUSSION AND ACTION TO SELECT OFFICERS (1-0039) - Member Keating moved to nominate the existing officers to serve for another year. Member Allen seconded the nomination. Nomination carried 4-0.

D. ORIENTATION (1-0046) - In response to a question, Mr. Loff advised that the Board's meeting procedures will be the same as last year. In response to a further question, he advised that there have been no modifications to the Carson City Municipal Code or the Nevada Revised Statutes which would affect the process. He distributed to the Board members the Information and Instructions for Taxpayers and Boards of Equalization published by the State Board of Equalization.

E. DISCUSSION AND POSSIBLE ACTION ON ASSESSOR'S RECOMMENDED CORRECTIONS TO THE CARSON CITY TAX ROLL (1-0069) - Mr. Loff advised that a Petition for Review of Assessed Valuation and a petition by the Assessor's Office to add property to the tax roll have been scheduled for the January 21st meeting. He distributed the materials for the January 21st meeting to the Board members, and advised that any additional information will be hand-delivered to them. He further advised that additional Petitions for Review of Assessed Valuation will be scheduled for upcoming meetings. Discussion took place regarding the anticipated length of the January 21st meeting.

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Mr. Loff advised that there are no corrections to be made to the Carson City tax roll at this time. He provided a brief overview of the petitions to be heard in upcoming meetings. No formal action was taken.

F. PUBLIC COMMENTS (1-0160) - Mr. Dawley expressed appreciation for the Board members' time and dedication.

G. DISCUSSION AND POSSIBLE ACTION REGARDING NEXT MEETING DATE (1-0139) - Member Semmens advised that he would be out of town on February 11th. Member Allen requested staff to agendize discussion regarding the assessed valuation of the Ormsby House. (1-0172) Mr. Loff reiterated that the next meeting is scheduled for January 21st. Member Keating advised of a scheduling conflict on January 28th, and discussion took place with regard to deferring the meeting. Consensus of the Board was to cancel the January 28th meeting. **Member Keating moved to schedule the next meeting for January 21, 2003. Member Allen seconded the motion. Motion carried.**

H. ACTION ON ADJOURNMENT (1-0210) - Member Keating moved to adjourn the meeting at 10:15 a.m. Member Allen seconded the motion. Motion carried 4-0.

The Minutes of the January 14, 2003 meeting of the Carson City Board of Equalization are so approved this 21st day of January, 2003.

KEVIN W. VUKOTA, Chair