



Dipårtamenton Kontribusion yan
Adu'aña

DEPARTMENT OF

REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guåhan

EDDIE BAZA CALVO, Governor Maga'låhi
RAYMOND TENORIO, Lt. Governor Tiñente Gubetnadora

JOHN P. CAMACHO, Director
Direktot

MARIE M. BENITO
Deputy Director
Segundo Direktot

Department of Revenue and Taxation
2013 BOARD OF EQUALIZATION
Real Property Tax Division

BOARD MEETING – October 15, 2013

Meeting was called to order at 3:41 p.m. at the Departments Conference room. Quorum was established.

Attendees Present:

Cynthia Ecube, Member
Pelagio Sardoma, Member
Elmore Cotton, Member
John Terlaje, Property Tax Appraiser II
Katrina B. Hodges, Property Tax Assessment Supervisor

Publication Notice of Meeting:

- Notices published on October 8 and October 11, 2013, Marianas Variety.
- Confirmed by Katrina Hodges.

Approval of Minutes:

- None

Old Business:

- None

New Business:

- Motion: Vote for Chairman for the 2013 Board of Equalization.
- Ms. Ecube received a letter from the Governor appointing her as Chairman. She will provide DRT a copy.

Election for the Board Secretary:

- Elmore Cotton motioned to nominate Pelagio Sardoma as Secretary for the Board.
- Motion: Vote: No objections or discussions, Motion approved. Mr. Sardona accepted.

2012 and 2013 Property Tax Assessment Roll Certification:

- Motion: Due to no program contract maintenance for the Real Property Tax Cama Software, the board voted to discuss the certification of the rolls during the next scheduled meeting.
- Voted: All three members in favor.

Appeals review for 2010, 2011 and 2012

- The Board members were provided packages of the appeals applications for their review.
- Motion: To discuss the Appeal Applications during the next scheduled meeting and confirming the numbers for the rolls.
- Ms. Ecube motioned that DRT invite the appellants/owners/representatives to be present during our next scheduled meeting. Appellants will be asked to present their appeal request.
- Motion: That if the appellant is not able to attend the meeting, a representative may be present and provide the board an authorization letter.
- No objections.

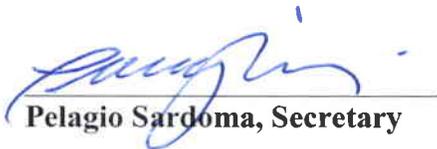
Discussions:

- Maintenance Status. Pending
- Pelagio Sardoma: Questioned how will the board be able to justify or determine if the appeal application may be approved?
- Ms. Ecube: DRT will work on their analysis and as well as the appellants present their documentations and justifications.
- Certification for the 2013 Roll: Due to no contact maintenance, A 2013 RPT statistical report at this time is not available at this time.
- Clarification: Secretary of the Board will be notified
- Questioned where the assessment rolls are published? DRT, Mayoral Offices and Lieutenant Governor's office.
- Motion: To publish at the Agana Library, on line and the legislature.
- Mentioned: The term, "Quinquennial", means every five years.
- Ms. Ecube requested DRT to email the board the Agenda and the minutes.

Next Meeting Date: Tentative. All Board Members will verify their schedules and email Mrs. Hodges. Meeting adjourned at 4:11 p.m.

The foregoing minutes were approved by the Board of Directors on _____

10/22/13


Pelagio Sardoma, Secretary