

**Real Property Tax Appeals Commission
Minutes of the Public Meeting held on
Thursday, December 17, 2015**

Chairperson Gregory Syphax called the 4th public meeting to order at 2:34 p.m. in Hearing Room 1 in the Commission's suite of offices located at 441 4th Street NW. The quorum consisted of Gregory Syphax, Richard Amato, May Chan, Don Isaac, Alvin Jackson, Cliftine Jones, Neil Olliviera, Frank Sanders, Stacie Scott Turner, James Walker and Trent Williams. Karla Christensen, Eric Jenkins, and Sean Warfield were absent from the meeting. Executive Director, Carlynn Fuller, was also in attendance.

The Executive Director requested a motion to approve the minutes from the October 22nd and November 6th Public Meetings. Neil Olliviera moved and Stacie Scott Turner seconded the motion. The minutes from the October 22, 2015, and November 6, 2015 Public Meetings were approved.

Mr. Syphax remarked that the Commission is in the heat of the season and if Commissioners needed to take a day off or medical appointments or the like, to please work on outstanding decisions during that time away. Mr. Syphax indicated that he and the Executive Director have been in working sessions for the FY 17 budget and more information would be provided at a later date.

James Walker asked about the cost of the File and Serve System. Carlynn Fuller responded that the system costs \$60,000 per year. Mr. Walker made a recommendation that the Commission discontinue use of the system.

Ms. Fuller gave the Executive Director's report. As of the date of the meeting, for TY 2016 the Commission had received 4139 cases – 3103 Residential appeals and 1036 Commercial appeals. 3632 cases had been heard as of the date of the meeting and 434 were still on the calendar to be heard. The last hearing date for TY 2016 is January 16th. To date, 73 cases had been withdrawn. Ms. Fuller indicated that everyone had been sent an email with the case status update. The average time per hearing was 23 minutes.

There were one member from the public present at the meeting – Alex Mitchell from Ryan Tax Group. Mr. Mitchell remarked that his company knows that the Commission works hard to get decisions out as soon as possible and the clients appreciate receiving them in a timely fashion. He raised a question regarding how soon decisions on requests for reconsideration would be issued. Mr. Syphax responded that decisions for rehearings will be issued as soon as possible after the decisions that are due by the February deadline have been completed.

Neil Olliviera reminded the Commissioners that there had previous discussion regarding the 30 day deadline for multi-lot residential properties. Mr. Syphax indicated that legislation would need to be prepared to make that kind of a change. Don Isaac moved and Frank Sanders seconded a motion to adjourn the meeting. The meeting was adjourned at 2:50 p.m.