

**Real Property Tax Appeals Commission  
Minutes of the Public Meeting held on  
Thursday, August 29, 2019**

Chairperson Gregory Syphax called the 1st public meeting for CY 2019 to order at 1:07 p.m. in Hearing Room 1 in the Commission's suite of offices located at 441 4<sup>th</sup> Street NW. The quorum consisted of Gregory Syphax, Richard Amato, May Chan, Rod Davis, Edwin Dugas, Wendy Gadson, Alvin Jackson, Cliftine Jones, John Neil Olliviera, and Stacie Scott Turner, Trent Williams, John Woods. Don Isaac, and Frank Sanders were absent from the meeting. Executive Director, Carlynn Fuller, was also in attendance.

Cliftine Jones made a motion for approval of minutes from the December 18, 2018, Public Meeting; Alvin Jackson seconded the motion. The minutes were approved.

Ms. Fuller gave the Executive Director's report summarized as follows:

- Hearings have been scheduled and assigned for September. Schedule distributed.

Mr. Syphax reported the following:

- Councilmember Anita Bonds will be visiting the office tomorrow at 11 am
- Anticipating approximately 4500 cases this year
- Commissioners need to strive to improve every year; track cases better
- Has been sitting down with individual Commissioners to perform training
- An updated manual has been completed and it is designed to inform the Commissioners of what they need to know to perform the duties of their positions
- There will be upcoming training to discuss supplement assessments and other issues

There were no members from the public present at the meeting.

Richard Amato moved to adjourn the meeting. Edwin Dugas seconded the motion. The meeting was adjourned at 1:58 p.m.

Approved September 24, 2019