

March 4, 2003

The special scheduled meeting of the Cleveland County Equalization Board was called to order this 4th day of March, 2003, in the conference room of the County Office Building by Vice-Chairman Pat Ross. Roll was called by Dorinda Harvey, County Clerk/Secretary and those present were:

Pat Ross, Vice-Chairman
Charles Thompson, Member
Dorinda Harvey, Secretary

Member Waldo Blanton was absent.

Denise Heavner, County Assessor, was also present.

After the reading of the minutes of the meeting of May 31, 2002, and there being no additions or corrections, Charles Thompson moved that the minutes be approved. Pat Ross seconded the motion.

The vote was: Pat Ross, yes; Charles Thompson, yes.
Motion carried.

Charles Thompson moved, seconded by Pat Ross, to elect Waldo Blanton Chairman of the Equalization Board for 2003.

The vote was: Pat Ross, yes; Charles Thompson, yes.
Motion carried.

Charles Thompson moved, seconded by Pat Ross, to elect Pat Ross Vice-Chairman of the Equalization Board for 2003.

The vote was: Pat Ross, yes; Charles Thompson, yes.
Motion carried.

Charles Thompson moved, seconded by Pat Ross, to approve the Notice to Taxpayers.

The vote was: Pat Ross, yes; Charles Thompson, yes.
Motion carried.

Vice-Chairman Pat Ross called for organizational meeting and review of forms and procedures. Dorinda Harvey, County Clerk, stated that all she had was the same paperwork that the Board used last year and asked the Board if they wanted to change anything on the "Items of Evidence" which gets sent to the person protesting their assessment when the agenda is sent to them telling them when to come in for a hearing before the Equalization Board.

Pat Ross asked if this was the same form that the Board changed some items on a few years ago and Mrs. Harvey replied it was. The Board did not see anything that needed to be changed.

Mrs. Harvey stated the other form was the formal protest which is filed in her office after the person protesting has had an informal hearing with the Assessor and it to was the same as last year.

Denise Heavner, County Assessor, explained the informal and that most of the information on the informal in what appears on the formal.

Dorinda Harvey told the Board that she had received one protest from an oil company and asked the Board if they wanted it on the meeting of April 1, 2003, and the Board replied it did.

Charles Thompson asked if there was anything that needed to be added to the formal or informal and Denise Heavner explained that the forms were all State forms.

Mrs. Heavner stated that there is one form that she made that a former Equalization Board member wanted that has basically the same information as the other forms but it does have the break out of land size, value if there is a house, and what the Assessor's Office is using for comps.

Mr. Thompson asked if it was much trouble doing this extra form and Mrs. Heavner stated it wasn't.

Mrs. Heavner explained her new computer system to the Board and said it was the same system Oklahoma County and Carter County now has and how much more in depth the new system works.

Mrs. Harvey stated that the only other form is for when the Board goes out and inspect protested property, which is the same form, used in prior years.

Mrs. Heavner went over the laws and new laws that would affect the Equalization Board.

There being no further business to come before the Board, Charles Thompson moved that the meeting be adjourned. Pat Ross seconded the motion.

The vote was: Pat Ross, yes; Charles Thompson, yes;

Motion carried.