

**MINUTES OF THE BOARD OF REVIEW**

**RE-ORGANIZATIONAL MEETING**

May 2, 2022

On Monday, May 2, 2022, the Des Moines County Board of Review assembled in the 4<sup>th</sup> floor Meeting Room in the Des Moines County Courthouse, Burlington, Iowa, for the purpose of organizing the local Board of Review as provided in Iowa Code Section 441.33.

The meeting was called to order on this day at 9:00 a.m. by Chairman Bob Gerdes. The board members present were: Vice Chairman Lee Robertson (by telephone), Chairman Bob Gerdes and Clerk Barbara Kelley. Also present were: Assessor Matt Warner, Chief Deputy Assessor Mitch Taeger.

Discussion was made regarding the Board of Review policies. First, the Board determined Bob Gerdes would remain the Chairman of the Board of Review, and Barbara Kelley would remain the Clerk. The Board discussed the format of Oral hearings. It was agreed upon that each petitioner would be giving 10 minutes to present their evidence. The Board decided that it would not allow oral hearings to be conducted over the telephone.

It has been past practice of the Board of Review to request the Assessor and/or staff to conduct interior inspection of any property that is being petitioned that has not had an interior inspection in the last 5 years. The Board felt like this was an important requirement and would again instruct the Assessor's office to conduct these inspections and report back to the Board their findings.

The Board reviewed the procedural rules. The Board added that oral hearings to be handled only in person and not over the telephone or via video conference.

The Board acted on an untimely filled petition for parcel 10-36-111-010, that was received by the Assessor's office on 7/30/21. The Board denied the petition due to not receiving between April 2<sup>nd</sup> and April 30<sup>th</sup>.

The Board set the following tentative dates for future meetings:

- May 4, 2022 @ 9:00AM -- 4<sup>th</sup> Floor Conference Room
- May 10, 2022 @ 8:00AM – 4<sup>th</sup> Floor Conference Room
- May 12, 2022 @ 8:00AM – 4<sup>th</sup> Floor Conference Room
- May 31, 2022 @ 8:00AM – 4<sup>th</sup> Floor Conference Room

Said meetings will take place at the Des Moines County Courthouse in the 4<sup>th</sup> floor Conference Room. If additional meetings are required, the board will set the date and publish the agenda for public meetings.

No public comment.

No further action came before the Board on this day.

Motion to adjourn was made by Gerdes, second by Robertson. The meeting was adjourned at 9:50 a.m.

  
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Robert Gerdes, Chairman

  
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Barb Kelley, Clerk

5/04/2022  
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Date: