

**BOARD OF EQUALIZATION**  
Department of Revenue & Taxation  
October 31, 2016

**AGENDA**

- I. Call meeting to order / Quorum.
- II. Notice of Meeting – 5 day publication requirement.
- III. Approval of Minutes of April 5, 2016 Meeting.
- IV. Old Business:
  - a. Extension of 2014 Real Property Tax Appeals.
- V. New Business:
  - a. Hearing dates for pending 2014 and 2015 Real Property Tax Appeals;
  - b. Ironwood Estates New Appraisals and Appeals;
  - c. Election of Secretary (11 G.C.A. Chap. 24 §24502); and
  - d. Certification of 2016 Real Property Tax Roll to be approved by BOE.
- VI. Discussions:
- VII. Adjournment:



**MINUTES OF REGULAR MEETING  
OF  
BOARD OF EQUALIZATION  
October 31, 2016**

- I. **REGULAR MEETING:** The Regular Meeting of the Department of Revenue and Taxation (DRT), Board of Equalization (the "Board"), was held on October 31, 2016; Meeting was called to order at 4:20 p.m., at the Conference Room of the Department of Revenue and Taxation.
- II. **QUORUM:** The majority of the members were present: Cynthia V. Ecube, Chairperson; Pelagio Sardoma, Secretary; and Elmore Cotton, Member. Also present was John Terlaje, Property Tax Appraisal Supervisor with the Real Property Tax Appraisal Division of DRT.
- III. **PUBLICATION OF NOTICE OF MEETING:** Notice of said meeting was published on October 27, 2016 and October 29, 2016 in the Guam Daily Post.
- IV. **APPROVAL OF MINUTES:** A motion to approve the minutes of the meeting of April 5, 2016 was made by Elmore Cotton and seconded by Pelagio Sardoma. Motion carried approving the Minutes of April 5, 2016.
- V. **OLD BUSINESS:**
  - A. **Review and Extension of 2014 Real Property Tax Appeals:** It was reported that a significant number of the appeals filed are still being reviewed by the Real Property Division. DRT is in communications with Cornerstone Appraisal to resolve any errors or issues regarding the appeals. According to DRT, there are 176 appeals pending for 2014 and 2015. The Board tabled this matter pending further discussions with Cornerstone until the next Board meeting.
- VI. **NEW BUSINESS:**
  - A. **Hearing Dates for 2014 and 2015 Appeals:** The Board table the scheduling dates for the appeals for the next regular Board meeting pending further discussions and resolution with Cornerstone Appraisal.
  - B. **Ironwood Estates New Appraisals and Appeals:** It was discussed that DRT seek a legal opinion from the Attorney General's Office regarding the Board's authority to address Ironwood's Low Income Housing Tax Credit issue; Upon motion made and seconded, the Board requested that DRT obtain a legal opinion concerning its authority to address the issue of Ironwood Estates' request for Low Housing Tax Credit.


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- C. **Election of Secretary (11 GCA Chap. 24 Section 24502)**: The board having received the nomination of Pelagio Sardoma by board member Elmore Cotton to serve as Secretary for the new term; Pelagio Sardoma accepted the nomination; Upon motion made and seconded, the board approved the nomination of Pel Sardoma to serve as Secretary for the board for the one (1) year term.
- D. **Certification of 2016 Real Property Tax Roll**: It was reported that the amount for the 2016 Real Property Tax Roll is \$29,074,010.85; Upon motion made and seconded, the Board certified and approved the Real Property Roll for 2016.

VII. **DISCUSSIONS**: None.

VIII. **NEXT MEETING**: The next regularly scheduled meeting for the Board is tentatively scheduled for \_\_\_\_\_, 2017. The meeting was adjourned at 4:37 p.m.

The foregoing minutes were approved by the Board of Directors on \_\_\_\_\_.

  
\_\_\_\_\_  
Pelagio Sardoma, Secretary