

Susan Durham, Director –
Department of Finance

Sue Willson - Assessment
Supervisor

Kent



County

Kent County
Administration Complex
555 Bay Road
Dover, DE 19901
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(Handicapped Accessible)

Assessment Division

ASSESSMENT REVIEW BOARD MEETING AGENDA

DATE: June 28, 2017
TIME: 10:00 AM
LOCATION: **Levy Court Chambers, Kent County Complex**
Meetings are open to the public

Call to order

Roll call

Charles Wilt (District 2), Chairman	
Walt Studte (District 4), Vice Chairman	
Ron Eby (District 1)	Daniel String (District 6)
David Fry (District 5)	Susan Durham, Secretary
Timothy Johnson (At Large)	Sue Willson, Assessment Supervisor

Additions or deletions to the agenda

Adoption of Agenda

Approval of meeting minutes of May 23, 2017

Old Business:

None

New Business:

Exemption Requests:

Central Delaware Habitat for Humanity – Charitable Exemption Requests
2-05-067.20-03-12.00 (325 N. New St., Dover)
2-05-076.08-05-19.00 (22 N. New St., Dover)
2-05-077.05-03-15.00 (11 New St., Dover)
2-05-077.11-04-44.00 (478 Barrister Pl., Dover)

Elderly/Disability Appeals

Sister Ellen Gerlack

C. Bruce Reeder

Assessment Appeal Hearing

Robert Paolini – 8-00-129.04-01-38.00; 62 Burning Oak Dr., Felton, DE 19947

1. Chairman of the Board or Assignee reads into record a statement identifying appellant's property and the amount of the assessment under appeal.
2. Attorney for the Board explains procedures for the hearing and advises parties of any time limitations.
3. Appellant or his representative is sworn in (unless they are an attorney) and presents their case to the Board.
4. Assessment Office representatives and Board members may question Appellant or any other witness.
5. Assessment Office presents their case.
6. Rebuttal by Appellant
7. Board considers all evidence submitted than makes a motion to close the hearing followed by a roll-call vote on motion to close.
8. Within 5 business days following the date of the hearing, the Board issues a written statement of its decision.

Other Business

Public Comments

Board Comments

Next Meeting Date

Adjournment

Note: 29 Del. C. Sec. 10004(e)(2): The agenda items as listed may not be considered in sequence. This agenda is subject to change to include additional items including Executive Sessions, or the deletion of items including Executive Sessions, which arise at the time of the meeting.

POSTING DATE: June 20, 2017
POSTING TIME: 10:00 am
POSTED BY: Susan Durham
TAKE DOWN DATE: June 29, 2017