



**City of Battle Creek  
Board of Review—2022 July Session**

**Official Session Minutes – July 21, 2022**

**Panel Members present:** 3 members – Board Chair James Eldridge, Board Member Peter Pontoni, Board Member Karen Roebuck

**Panel Members absent:** Member Ariel Laws

**Others present:** Aaron Powers, City Assessor/Board Secretary; Andrew Falkenberg, WCA Regional Assessing Manager; Tyler Malek, WCA Appraiser;

1. **Call to order** – by James Eldridge, Board Chair, at 4:23 p.m. noting that the meeting has been properly noticed as required by state law.
2. **Motion to excuse Member Ariel Laws** Motion by Member Pontoni, support by Member Roebuck. Motion passed.
3. **Determination of quorum.** The Secretary determined and announced that a quorum of at least three members of the selected five-member panel is present. Note: This is pursuant to the following action taken by the full Board at its session held March 23, 2022: *The Chair and Secretary shall determine the dates, times, and locations of the 2022 July and December sessions, and the Secretary shall properly issue and post notices of those sessions. The Chair, upon consultation with the Secretary, shall select five-member panels to constitute the July and December sessions of the Board, and such panels are hereby authorized to consider and decide on all matters properly brought before them, including approval of the minutes of those sessions as part of the final adjournment. Attendance by three of the five members of those panels shall constitute a quorum, and the Chair shall have full power to replace panel members as necessary.*
4. **Public comment period.** There was none.
5. **Review of Board’s Authority for July and December Sessions.** The Secretary reviewed the Board’s authority to act in its July and December sessions.

6. **Consideration of Items for Decision.** The Secretary presented the various decision items for the panel's consideration, consisting of the qualified errors, poverty exemption requests, and other items as detailed on the attached listing, hereby made a part of these minutes. The panel considered each item before it, and unanimously approved the Assessor's recommended action.
7. **Blanket Affidavit Approval.** MOTION by Member Peter Pontoni, supported by Member Karen Roebuck, to confirm the actions on each individual item presented, to execute a blanket affidavit documenting such actions, and to direct the Secretary to provide copies of the affidavit and decisions as provided by law; motion carried unanimously.
8. **Correspondence.** The Secretary announced that no correspondence was received other than the items already considered.
9. **Recess.** The Board Chair recessed the panel briefly while the Secretary prepared the minutes of this meeting.
10. **Final Action.** The presiding Board Chair reconvened the panel. The Secretary presented the minutes of this meeting. MOTION by Member Karen Roebuck, supported by Member Peter Pontoni, to approve the minutes of this meeting (including this motion and the session adjournment) and to declare the final adjournment of the 2022 July Session of the Board of Review; motion carried unanimously, and the Board Chair declared final adjournment of the 2022 July Session, at 4:50 p.m.

Prepared July 21, 2022

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Aaron P Powers, City Assessor/Board Secretary

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James Eldridge, Board Chair

**July/December Board of Review Affidavit**  
**For the 2022 July Session of the**  
**Board of Review for the City of Battle Creek**

As to each of the items on the attached schedules, by reference made a part hereof:

It has been brought to the attention of the assessor that a clerical error or mutual mistake of fact or other specific errors relative to the correct assessment have been made in the assessment of property which is within your collecting jurisdiction. The authority for correction of this error is stated in the General Property Tax Laws of the State of Michigan, 211.53b. **OR** the taxpayer has requested a poverty exemption under 211.7u. **OR** the taxpayer has requested a Qualified Agricultural Property Exemption for the current year, which has been denied by the assessor **OR** the taxpayer has requested a Qualified Agricultural Property Exemption that was not on the tax roll for the current year and/or the previous year which has not been previously denied by the assessor **OR** the assessor has determined that a taxable value uncapping should be reversed as provided by MCL 211.27a(4).

**CERTIFICATION, BOARD OF REVIEW MEMBERS**

We, the undersigned quorum of the members of Board of Review for the City of Battle Creek, swear or affirm the above information (and attached included schedules) is, to the best of our knowledge, true.

Dated: July 21, 2022

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*NOTE: Please supply a copy of the completed form to all affected Taxing Authorities.*