BOARD OF TAX APPEALS

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Public Board Meeting

October 17, 2025
09:30 a.m.
Board of Tax Appeals

Minutes

Attendees: Claire Hesselholt, Chair; Matt Randazzo, Vice Chair; Kristen Fraser, Member; Ross Petersen, Executive Director
Identified Members of the Public: Keri Lamb, Jasmine Bruns, Mark Pree, Rachel McDaniel, Thomas Goldsmith, and Rachel Murataa

Call to Order

- Meeting called to order at 09:31 a.m.
- Approved agenda
- Approval of Minutes for September 26, 2025, and October 09, 2025

Discussion Topics

Director Report

- Statistics
  - Statistics were provided to the Board for the month of September
- Residential Appeals
  - Ross gave a presentation on the status of residential appeals backlog and proposals for how to get these appeals resolved in amore timely manner moving forward.

Your Washington Presentation

- Rachel Murata from Your Washington gave a presentation on the Your Washington program and answered the Boards questions on how and what data will be tracked.

Policy Review

- The Board reviewed three policies with minor changes and moved to adopt with the suggested changes.
  - 3.7 Petty Cash
    - Passed
  - 3.8 Non-revenue Cash Receipts
    - Passed
  - 3.9 Refreshments
    - Passed

Executive Session

- The Board went into executive session to review applicants for employment and public employee performance standards.

    - Executive session began at 10:08 a.m. and ended at 10:24 a.m.
- Motion to offer Darren Ferguson a position as a Tax Referee at step G with 10 year leave accrual.
    - Passed

Miscellaneous Business: None
Future Agenda Items: Policy review, updates on discussed topics, CR 101 feedback, ethic standards
Public Comments: Thomas Goldsmith thanked the Board and provided feedback from his own experience in the tax appeals process that he felt might be beneficial to the Board when further discussing customer experience and the Your Washington program.
At 10:30 a.m. the meeting adjourned.