



# EAST LANSING AGENDA

## Board of Review Meeting - Organizational Session

4:00 PM - Tuesday, March 2, 2021

On-Line Portal

Public Comment - Email: [dlee@cityofeastlansing.com](mailto:dlee@cityofeastlansing.com) or Call in: 312-626-6799, Toll free: 888-788-0099,

Meeting ID: 89750169529 No participant ID needed.

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Page

1. **OPENING**

1.1. Roll Call

1.2. Approval of the agenda

1.3. Approval of the minutes

[December 15, 2020 Minutes](#)

2

2. **ELECTION OF OFFICERS FOR 2021**

3. **PUBLIC COMMENTS**

4. **PRESENTATION OF THE CITY'S 2021 ASSESSMENT ROLLS AND RELATED DOCUMENTS**

5. **OTHER BUSINESS**

6. **ADJOURNMENT**



# BOARD OF REVIEW

Quality Services for a Quality Community

## MEMBERS

Scott Schrager, Chair  
Nancy Nelson Knupfer, Vice Chair  
Megan Doyle-Busque  
John Munn  
Beth Russell

**City Council Liaison**  
Ron Bacon

**Staff Liaison**  
David C. Lee  
(517) 319-6827

**City of East Lansing  
ASSESSING DEPARTMENT**  
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East Lansing, MI 48823  
[www.cityofeastlansing.com](http://www.cityofeastlansing.com)

## CITY OF EAST LANSING 2020 DECEMBER BOARD OF REVIEW MINUTES

A special meeting of the December Board of Review of the City of East Lansing, Clinton and Ingham Counties, was called to order on December 15, 2020 at 4:03 p.m. via the Zoom communications platform.

Board of Review members present: Scott Schrager, Chair; Nancy Nelson Knupfer, Vice Chair; Megan Doyle-Busque; John Munn; and Beth Russell. All Board of Review Members were present from East Lansing, Michigan, Ingham County.

Also present were Cathy Groce, Deputy City Assessor; Martha Townsend, Assessing Clerk; and Ron Bacon, City Council Liaison to the Board of Review (joined the meeting at 4:10 pm, present from East Lansing, Michigan, Clinton County).

On motion by Schrager, seconded by Munn, the agenda was amended, changing item 4)F) from “Other Items Under MCL 211.53b” to “Qualified Agricultural Property Exemption”. The agenda was unanimously approved as amended following a motion by Knupfer, seconded by Munn.

The special meeting minutes for the 2020 July Board of Review session were reviewed. The minutes were unanimously approved as presented following a motion by Knupfer, seconded by Schrager.

No members of the public spoke during the public comment portion of the meeting.

Items D-01 through D-10 regarding principal residence exemption requests were considered by the Board of Review. These items were unanimously approved, motion by Knupfer, seconded by Munn.

Items D-11 through D-13 regarding veteran’s exemption requests were considered by the Board of Review. These items were unanimously approved, motion by Knupfer, seconded by Russell.

Item D-14 regarding a poverty exemption request was considered by the Board of Review. This item was unanimously approved at a 90 percent exemption since the household income was only slightly above the income threshold, motion by Schrager, seconded by Munn.

Items D-15 through D-16B regarding miscellaneous real property changes were considered by the Board of Review. These items were unanimously approved, motion by Knupfer, seconded by Munn.

Item D-17 regarding an error in the denial of a small taxpayer exemption was considered by the Board of Review. This item was unanimously approved, motion by Knupfer, seconded by Schrager.

Item D-18 regarding a qualified agricultural property exemption request was considered by the Board of Review. This item was unanimously approved, motion by Knupfer, seconded by Munn.

Forms 4031 for all changes approved by the Board of Review and supporting and related documentation have been retained in the care of the City’s Assessing Department.

The meeting adjourned at 4:46 p.m.