

**California State Board of Equalization
Board Proceedings Division (BPD)
Milestones and Deadlines for
2021 Public Agenda Notices (PAN)**

BOARD MEETING DATE	Notify BPD to place items on the Agenda (Thu)	Materials due to Exec. Dir. for Approval (Wed)	Exec. Dir. Approved Materials Due to BPD by 4:00 (Mon)	Mail PAN and Post to Internet (Fri)
January 14, 2021	12/17	12/22	12/28	12/31
February 23, 2021	1/28	2/3	2/8	2/12
March 23, 2021	2/25	3/3	3/8	3/12
April 27, 2021	4/1	4/7	4/12	4/16
May 25, 2021	4/29	5/5	5/10	5/14
June 29, 2021	6/3	6/9	6/14	6/18
July 27, 2021	7/1	7/7	7/12	7/16
August 24, 2021	7/29	8/4	8/9	8/13
September 21, 2021	8/26	8/31	9/3	9/10
October 19, 2021	9/23	9/29	10/4	10/8
November 16, 2021	10/21	10/27	11/1	11/5
December 14, 2021	11/18	11/22	11/29	12/3

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

January Meeting Milestones and Deadlines

December 2020							January 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18 + *	19	10	11	12	13	14 Sac	15 Sac	16
20	21	22 E.D.	23	24	25	26	17	18	19	20	21	22	23
27	28 BPD	29 DAT	30	31 PAN			24	25	26	27	28	29	30
							31						

Friday, December 18 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, December 18 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, December 21).

Tuesday, December 22 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, December 28 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Tuesday, December 29 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Wednesday, December 30

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Thursday, December 31 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

To be added as needed.

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

February Meeting Milestones and Deadlines

January 2021							February 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3 E.D.	4	5	6
3	4	5	6	7	8	9	7	8 BPD	9	10 DAT	11	12 PAN	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23 Sac	24 Sac	25	26	27
24	25	26	27	28 +	29 *	30	28						
31													

Thursday, January 28 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, January 29 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, February 1).

Wednesday, February 3 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, February 8 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, February 10 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, February 11

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, February 12 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Public Hearing—State Assessee’s Presentations on Capitalization Rates and Other Factors and Procedures Affecting FY 2021-22 Values of State-Assessed Properties

Public Hearing—Private Railroad Car Assessee’s Presentations on Factors and Procedures Affecting FY 2021-22 Taxable Values of Private Railroad Cars

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

March Meeting Milestones and Deadlines

February 2021							March 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6		1	2	3 E.D.	4	5	6
7	8	9	10	11	12	13	7	8 BPD	9	10 DAT	11	12 PAN	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25 +	26 *	27	21	22	23 Sac	24 Sac	25	26	27
28							28	29	30	31			

Thursday, February 25 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, February 26 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, March 1).

Wednesday, March 3 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, March 8 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, March 10 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, March 11

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, March 12 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

To be added as needed.

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

April Meeting Milestones and Deadlines

March 2021							April 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1 +	2 *	3
7	8	9	10	11	12	13	4	5	6	7 E.D.	8	9	10
14	15	16	17	18	19	20	11	12 BPD	13	14 DAT	15	16 PAN	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27 Sac	28 Sac	29	30	

Thursday, April 1 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, April 2 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, April 5).

Wednesday, April 7 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, April 12 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, April 14 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, April 15

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, April 16 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Public Hearing—State Assessee’s Presentations on the Valuation of State-Assessed Properties

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

May Meeting Milestones and Deadlines

April 2021							May 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5 E.D.	6	7	8
11	12	13	14	15	16	17	9	10 BPD	11	12 DAT	13	14 PAN	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29 +	30 *		23	24	25 Sac	26 Sac	27	28	29
							30	31					

Thursday, April 29 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, April 30 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, May 3).

Wednesday, May 5 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, May 10 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, May 12 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, May 13

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, May 14 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Board Photograph
Board Sets Unitary Values of State-Assessed Property
4R Act Equalization Ratio
Property Tax Forms

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

June Meeting Milestones and Deadlines

May 2021							June 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3+	4*	5
2	3	4	5	6	7	8	6	7	8	9 E.D.	10	11	12
9	10	11	12	13	14	15	13	14 BPD	15	16 DAT	17	18 PAN	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29 Sac	30 Sac			
30	31												

Thursday, June 3 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, June 4 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, June 7).

Wednesday, June 9 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, June 14 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, June 16 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, June 17

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, June 18 ‘PAN’

- Last day **by law** for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

To be added as needed.

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

July Meeting Milestones and Deadlines

June 2021							July 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1 +	2 *	3
6	7	8	9	10	11	12	4	5	6	7 E.D.	8	9	10
13	14	15	16	17	18	19	11	12 BPD	13	14 DAT	15	16 PAN	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27 Sac	28 Sac	29	30	31

Thursday, July 1 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, July 2 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Tuesday, July 6).

Wednesday, July 7 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, July 12 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, July 14 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, July 15

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, July 16 ‘PAN’

- Last day **by law** for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Board Roll of State-Assessed Property

Private Railroad Car Tax Rate Report (Delegated to BOE’s Executive Director on October 29, 2013)

Private Railroad Car Assessment Roll

August Meeting Milestones and Deadlines

July 2021							August 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4 E.D.	5	6	7
4	5	6	7	8	9	10	8	9 BPD	10	11 DAT	12	13 PAN	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24 Sac	25 Sac	26	27	28
25	26	27	28	29 +	30 *	31	29	30	31				

Thursday, July 29 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, July 30 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, August 2).

Wednesday, August 4 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, August 9 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, August 11 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, August 12

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, August 13 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Public Hearing—Taxpayers’ Bill of Rights Hearing for Property Taxes and Alcoholic Beverage Tax

September Meeting Milestones and Deadlines

August 2021							September 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3 BPD	4
8	9	10	11	12	13	14	5	6	7	8 DAT	9	10 PAN	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26 +	27 *	28	19	20	21 Sac	22 Sac	23	24	25
29	30	31 E.D.					26	27	28	29	30		

Thursday, August 26 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, August 27 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, August 30).

Tuesday, August 31 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Friday, September 3 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, September 8 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, September 9

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, September 10 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

To be added as needed.

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

October Meeting Milestones and Deadlines

September 2021							October 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4 BPD	5	6 DAT	7	8 PAN	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23 +	24 *	25	17	18	19 Sac	20 Sac	21	22	23
26	27	28	29 E.D.	30			24	25	26	27	28	29	30
							31						

Thursday, September 23 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, September 24 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, September 27).

Wednesday, September 29 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, October 4 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, October 6 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, October 7

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, October 8 ‘PAN’

- Last day **by law** for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Calendar of Board Meeting Dates and Valuation of Public Utilities, Railroads and Private Railroad Cars

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

November Meeting Milestones and Deadlines

October 2021							November 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1 BPD	2	3 DAT	4	5 PAN	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16 Sac	17 Sac	18	19	20
17	18	19	20	21 +	22 *	23	21	22	23	24	25	26	27
24	25	26	27 E.D.	28	29	30	28	29	30				
31													

Thursday, October 21 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, October 22 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, October 25).

Wednesday, October 27 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, November 1 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, November 3 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, November 4

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, November 5 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

To be added as needed.

**California State Board of Equalization
2021 Board Meeting Planning Calendars**

December Meeting Milestones and Deadlines

November 2021							December 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1 DAT	2	3 PAN	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18 +	19 *	20	12	13	14 Sac	15 Sac	16	17	18
21	22 E.D.	23	24	25	26	27	19	20	21	22	23	24	25
28	29 BPD	30					26	27	28	29	30	31	

Thursday, November 18 +

- Notify Board Proceedings Division (BPD) of item to be placed on Notice and Agenda, including a summary (20 words or less description) of item on or before this date.

Friday, November 19 *

- BPD will seek Chair’s approval to share draft PAN with other Members on the following workday (Monday, November 22).

Monday, November 22 ‘E.D.’

- Agenda item materials due to Executive Director’s Office for approval by 10:00 a.m.

Monday, November 29 ‘BPD’

- Executive Director-approved agenda item materials due to BPD by 5:00 p.m., in a web-ready pdf, plus material in its original digital format (Word, Excel, etc.).

Wednesday, December 1 ‘DAT’

- Last day for BPD to obtain the Chair’s approval of final PAN and to begin the publishing process.
- Last day for BPD to send files to Document Accessibility Testing (DAT) for compliance with ADA law.

Thursday, December 2

- Last day for BPD to distribute materials.
- Last day for materials to be posted to the BOE website to attach to PAN.

Friday, December 3 ‘PAN’

- Last day *by law* for Public Agenda Notice to be posted to the BOE website.

Agenda Items:

Organization of the Board to determine Chair and Vice-Chair.