



# Greene County Board of Equalization

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## Frequently Asked Questions (FAQ)

### General Information

#### What is the Board of Equalization (BOE)?

The Greene County Board of Equalization (BOE) is an independent board composed of citizen taxpayers of Greene County. The Board's mission is to ensure the fair and equitable assessment of all real estate and personal property within Greene County for tax purposes.

The Board consists of eight members—three appointed by the Greene County Commission and five appointed by the City of Springfield.

The Board is committed to providing taxpayers with an efficient, public, impartial, courteous, and informative process for resolving assessment concerns.

#### What does the Board of Equalization do?

The Board serves as an appeal forum where taxpayers may seek review of their property assessments and address perceived inequities in valuation. (RSMo Chapter 138)

#### Who serves on the Board of Equalization?

- Dr. Lyle Foster (Chair) – County
- Kaeli Burkett – City
- Joe Costello – County
- Angie Mullings – City
- Todd Thomas – City
- Courtney Watson – City
- Vacant – City

### Filing an Appeal

#### How do I file an appeal of my property value?

Step 1: Informal Appeal with the Assessor

Contact the Greene County Assessor's Office as soon as you receive notice of your assessment. Call 417-868-4101 to speak with an appraiser or email [propertyappeals@greencountymo.gov](mailto:propertyappeals@greencountymo.gov)

During an informal meeting you may:

- Learn how your property was valued
- Review the records used in determining your assessment
- Provide information that may affect the value

Many concerns are resolved at this level. However, an informal appeal is not required before filing a formal appeal with the Board of Equalization.

#### Step 2: Appeal to the Board of Equalization

If you are not satisfied after an informal appeal, you may file a formal appeal with the Greene County Board of Equalization.

Complete the appropriate form:

- Real Property Appeal Form (*insert form link*)
- Personal Property Appeal Form (*insert form link*)

Appeal forms must be received by the Greene County Clerk on or before the second Monday in July (July 13, 2026) in accordance with Missouri law (RSMo 137.275 and 137.385).

Submit forms to:

- Email: [boe@greencountymo.gov](mailto:boe@greencountymo.gov)
- In person or mail: Board of Equalization, Greene County Clerk's Office, 940 N. Boonville Ave., Springfield, MO 65802

For assistance, please feel free to reach out and contact the Clerk's Office at phone: 417-868-4055 or email: [boe@greencountymo.gov](mailto:boe@greencountymo.gov)

#### **What is the deadline to file a BOE appeal?**

Appeal forms must be received by the Greene County Clerk on or before the second Monday in July (July 13, 2026).

#### **Is there a fee to file an appeal?**

No. There is no fee to file an appeal with the Greene County Board of Equalization.

#### **Do I need to hire an attorney?**

No. You are not required to have an attorney, although you may choose to seek legal advice and hire an attorney.

### **Can someone file an appeal on my behalf?**

Yes. A BOE Authorized Representative Form must be submitted with your appeal. *(Insert form)*

## **Preparing for a Hearing**

### **What evidence should I bring to my BOE hearing?**

Helpful evidence may include:

- Comparable Sales
- Appraisal Reports
- Photos of Property Condition
- Prepare a short summary including your opinion of value and supporting reasons.

### **How long does a BOE hearing typically last?**

The Appellant and the Assessor each will have 5 minutes to present their case to the Board.

After hearings conclude for the day, the Board will adjourn and meet in executive session to deliberate and rule on any motions made to modify the assessed value of the property.

## **Hearing Logistics**

### **Where will the BOE hearing take place?**

Historic Courthouse, Room 212

940 N. Boonville Ave., Springfield, MO 65802

### **Can I attend my BOE hearing virtually or by phone?**

Appellants are generally required to appear in person. Requests for medical or other exceptions must be submitted to the County Clerk by the second Monday in July (July 13, 2026) and are subject to Board approval.

### **What happens if I cannot attend my scheduled hearing?**

Contact the Greene County Clerk's Office as soon as possible to request rescheduling. The Greene County Clerk's Office can be reached by phone: 417-868-4055 or by email:

[boe@greencountymo.gov](mailto:boe@greencountymo.gov)

## **Decisions and Next Steps**

### **When will I receive the Board's decision?**

The County Clerk will mail a written decision letter to the property owner at the mailing address on record, typically within 10 business days after the Board concludes its hearings.

**What happens if I disagree with the Board's decision?**

You may appeal to the Missouri State Tax Commission. Appeals must be filed by September 30 of the assessment year or within 30 days after the Board's final action—whichever is later.  
*(insert STC link)*

**Does filing an appeal delay my property tax payment?**

No. Filing an appeal does not delay property tax payment deadlines. Taxes may be paid under protest in accordance with RSMo §139.031.