



BOARD OF EQUALIZATION TRAINING AGENDA

May 01, 2025 at 5:30 PM

Zoom Webinar

<https://juneau.zoom.us/j/99741860260> or 1-253-215-8782 Webinar ID: 997 4186 0260

To View the 5/1 BOE Training Recording on YouTube: <https://youtu.be/ZN-rKjvQOg>

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. AGENDA TOPICS

- 1. Office of the State Assessor BOE Training w/ State Assessor Dan Nelson**
- 2. Presentation of CBJ Assessment Process - Assessor's Office Staff**
- 3. CBJ Law Department BOE Training Material Overview - Nicole Lynch, CBJ Assistant Attorney**
- 4. Election of BOE Chair/Vice Chair**

E. NEXT HEARING DATE

Placeholder Hearings set for every Thursday May - July at 5:30pm via Zoom Webinar. Clerk staff will notify BOE members if no hearing is scheduled for that week.

F. ADJOURNMENT

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT

Board of Equalization (BOE) Training Office of the State Assessor



Dan Nelson, State Assessor

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT

City and Borough of Juneau
Board of Equalization

May 1, 20

THE PROPERTY ASSESSMENT

Section D, Item 1.



Prepared by: Office of the State Assessor



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POINTS OF DISCUSSION

Section D, Item 1.

1. Role of the State Assessor
2. Property Assessment and Taxation
3. New 2024 Legislation (SB 179)
4. Tips For Handling Complex Appeals
5. BOE “Do’s” and “Don’ts.”



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ROLE OF THE STATE ASSESSOR

Section D, Item 1.

- Advise and assist municipalities on assessment issues
- Provide appraisal training for assessment personnel
- Respond to assessment questions
- Provide Board of Equalization (BOE) Training



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ROLE OF THE STATE ASSESSOR CONT...

Section D, Item 1.

- Compile and develop the annual Full Value Determination (FVD) [AS 14.17.510 (a)]
- Compile and develop the annual publication of Alaska Taxable
- Monitor municipal assessment and taxation practices and procedures (AS 29.45.103 – Taxation Records and 29.45.105 Errors in Taxation Records)



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ROLE OF THE STATE ASSESSOR CONT...

Section D, Item 1.

- Adopt assessment standards [AS 29.45.110 (e)]
- Develop the application for farm use/deferment [AS 29.45.060 (b)]
- Annually adjust the municipality's voter-authorized residential exemption by the annual average cost of living, using the United States Department of Labor Consumer Price Index for Urban Alaska [AS 29.45.050 (a)]
- Finally, there is a mandatory cap on taxation found in AS 29.45.090 that is administered by the State Assessor.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.110 FULL AND TRUE VALUE

Section D, Item 1.

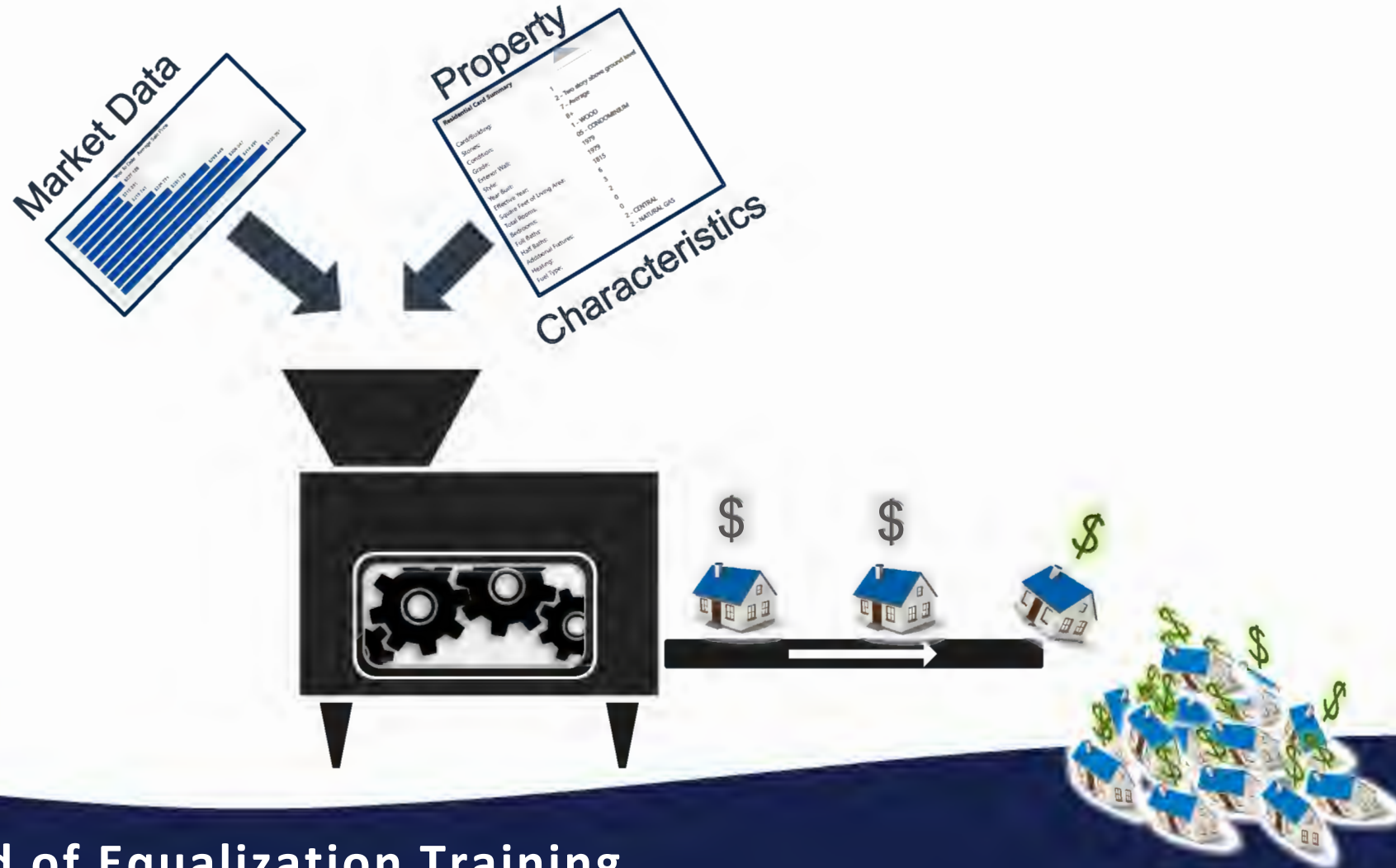
- a) The assessor shall assess property at its full and true value as of January 1 of the assessment year, except as provided in this section, AS 29.45.060, and 29.45.230. The full and true value is the estimated price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels. The assessor shall determine the full and true value as provided in standards adopted by the department under (e) of this section or another set of standards provided by ordinance.



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HOW ARE VALUES DERIVED?



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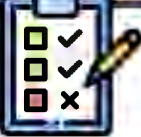





MASS VS. FEE APPRAISAL

- Mass appraisal is a broad, systematic valuation of many properties at once, while a fee appraisal is the valuation of an individual property.
- Mass appraisers value large number of properties simultaneously using standardized methods (Statistical Analysis).
- Fee appraisers provide a detailed valuation for a single property.
- Mass and fee appraisers follow the same steps to value property and the same approaches to value cost, income, and sales comparison.
- The difference between a mass and fee appraisers is Purpose, Scope, and Methodology.



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| Step/Task | Description |
|--|---|
|  <p>1. Define the Problem</p> | <p>Understand the <u>property, property rights, etc. to be appraised.</u></p> |
|  <p>2. Identify the Scope of Work</p> | <p>Determine what work is necessary to produce fair and equitable valuations.</p> |
|  <p>3. Preliminary survey & Planning</p> | <p>Preliminary analysis to determine necessary data and best approach to value.</p> |
|  <p>4. Data collection and analysis</p> | <p>Collect market trends, specific property data, and specific market data, such as sales and rent.</p> |
|  <p>5. Highest and Best Use</p> | <p>Understand the best use of the property conditional on legal constraints and physical and market forces.</p> |
|  <p>6. Application of the data and the approaches to value</p> | <p>Three approaches to value: <u>Cost, Income, and Sales Approach.</u></p> |
|  <p>7. Correlation & reconciliation of values</p> | <p>Reconciliation of the three approaches to value and reporting final opinion of value.</p> |



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THE THREE APPROACHES TO VALUE

Section D, Item 1.

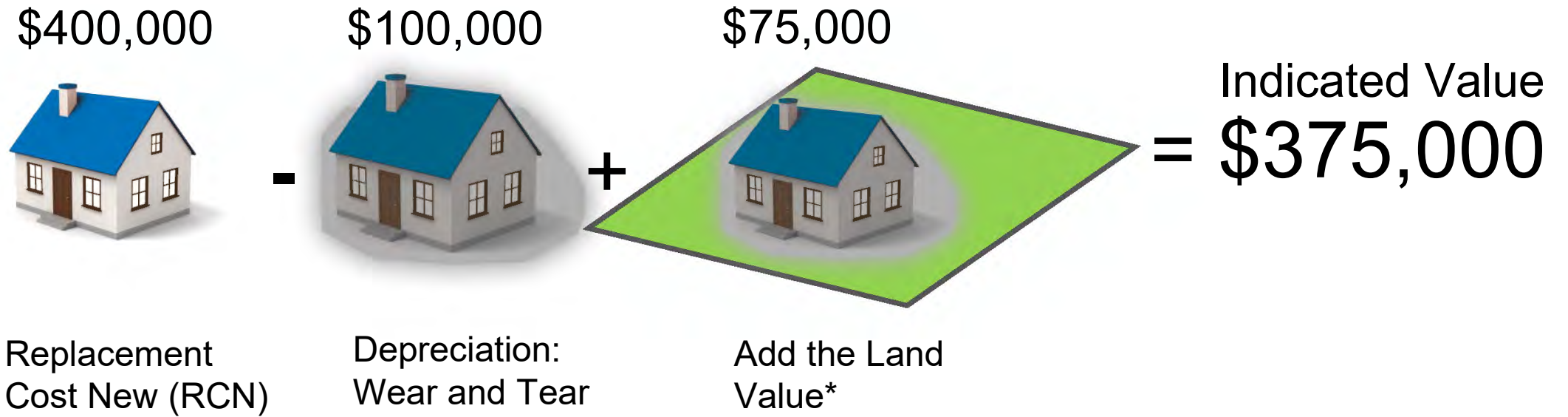
- **Cost Approach**
 - ✓ Based on the Principle of Substitution
- **Sales Comparison (Market) Approach**
 - ✓ Primarily based on Supply and Demand
- **Income Approach**
 - ✓ Primarily based on investor expectations



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THE COST APPROACH



***Note:** *The land value is determined outside of the Cost Approach process and is typically derived using the Sales Comparison Approach.*



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SALES COMPARISON (MARKET) APPROACH

Section D, Item 1.

“The process of deriving a value indication for the subject property by comparing similar properties that have recently sold with the property being appraised, identifying appropriate units of comparison, and making adjustments to the sale prices of the comparable properties based on relevant, market-derived elements of comparison.”

Source: The Appraisal of Real Estate, 14th edition



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SALES COMPARISON (MARKET) APPROACH

Subject
No Garage



Comparable #1
No Garage



Comparable #2
Garage



| | | |
|-----------------|-----------|-----------|
| Comparable Sale | \$100,000 | \$110,000 |
| Adjustment | \$0 | -\$15,000 |
| Indicated Value | \$100,000 | \$95,000 |



INCOME APPROACH

- In the income capitalization approach, an appraiser analyzes a property's capacity to generate future benefits and capitalizes the income into an indication of present value. The principle of anticipation is fundamental to the approach.

Source: The Appraisal of Real Estate, 14th edition

- Approach through which an appraiser (or investor) derives a value indication for income-producing property by converting anticipated benefits, i.e., cash flows and reversion, into property value.

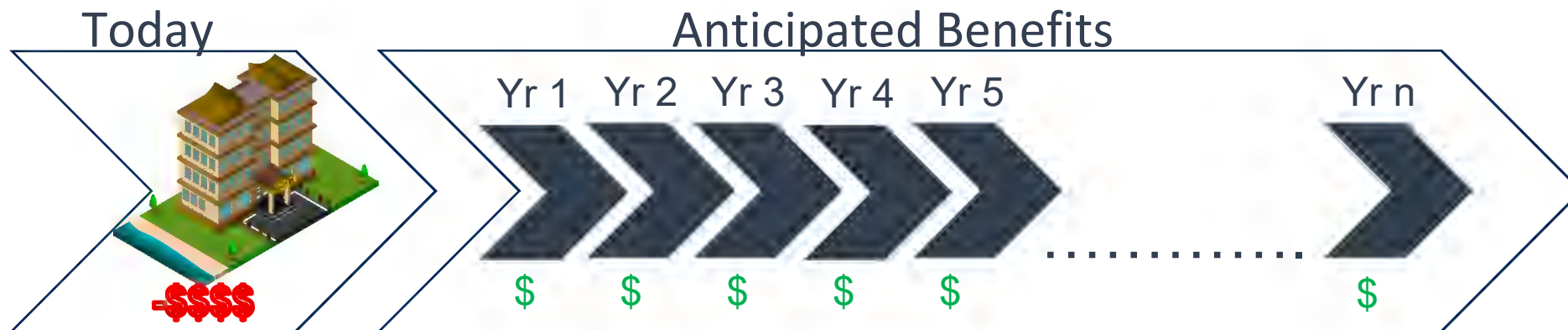
Source: American Institute of Real Estate Appraisers.



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INCOME APPROACH



What is the value of the income stream (i.e. anticipated benefits) today?

Net Operating Income

Cap Rate

= Indicated Property Value



PROPERTY ASSESSMENT PROCESS

Section D, Item 1.

AS 29.45.160 Assessment Roll

AS 29.45.170 Assessment Notice

As 29.45.180 Corrections

AS 29.45.190 Appeal

AS 29.45.200 Board of Equalization

AS 29.45.210 Hearing



Assessment Notice:



Tax Bill:



Tax Due:



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PROPERTY ASSESSMENT PROCESS – AS 29.45.160 ASSESSMENT ROLL

Section D, Item 1.

- a) The assessor shall prepare an annual assessment roll. The roll must contain
- 1) a description of all property subject to an ad valorem tax;
 - 2) the assessed value of all property subject to an ad valorem tax;
 - 3) the names and addresses of persons with property subject to an ad valorem tax.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.170 ASSESSMENT NOTICE

Section D, Item 1.

- a) The assessor shall give each person named in the assessment roll a notice of assessment showing the assessed value of the person's property that is subject to an ad valorem tax. On each notice is printed a brief summary of the dates when taxes are payable, delinquent, and subject to penalty and interest, and the dates when the board of equalization will sit.
- b) Sufficient assessment notice is given if mailed by first class mail 30 days before the equalization hearings. If the address is not known to the assessor, the notice may be addressed to the person at the post office nearest the property. Notice is effective on the date of mailing.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.180 CORRECTIONS

- a) A person receiving an assessment notice shall advise the assessor of errors or omissions in the assessment of the person's property. If requested by the person, the assessor or a person designated by the assessor shall meet with the person and answer reasonable questions relating to the methods used to assess the person's property. The meeting required under this subsection may be virtual or telephonic. The assessor may correct errors or omissions in the roll before the board of equalization hearing.
- b) If errors found in the preparation of the assessment roll are adjusted, the assessor shall mail a corrected notice allowing 30 days for appeal to the board of equalization.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.190 APPEAL

- a) A person whose name appears on the assessment roll or the agent or assigns of that person may appeal to the board of equalization for relief from an alleged error in valuation not adjusted by the assessor to the taxpayer's satisfaction.
- b) The appellant shall, within 30 days after the date of mailing of notice of assessment, submit to the assessor a written appeal specifying grounds in the form that the board of equalization may require. Otherwise, the right of appeal ceases unless the board of equalization finds that the taxpayer was unable to comply.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.190 APPEAL CONT...

- c) The assessor shall notify an appellant by mail of the time and place of hearing.
- d) The assessor shall prepare for use by the board of equalization a summary of assessment data relating to each assessment that is appealed.
- e) A city in a borough may appeal an assessment to the borough board of equalization in the same manner as a taxpayer. Within five days after receipt of the appeal, the assessor shall notify the person whose property assessment is being appealed by the city.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.200 BOARD OF EQUALIZATION

Section D, Item 1.

- a) The governing body shall appoint one or more boards of equalization for the purpose of hearing an appeal from a determination of the assessor. An appointed board shall be composed of not less than three persons, who shall be members of the governing body, municipal residents, or a combination of members of the governing body and residents. The governing body shall by ordinance establish the qualifications for membership. The governing body may ordinance appoint itself to sit as a board of equalization.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.200 BOARD OF EQUALIZATION CONT...

Section D, Item 1.

- b) The board of equalization is governed in its proceedings by rules adopted by ordinance that are consistent with general rules of administrative procedure. The board may alter an assessment of a lot only pursuant to an appeal filed as to the particular lot.
- c) Notwithstanding other provisions in this section, a determination of the assessor as to whether property is taxable under law may be appealed directly to the superior court.



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PROPERTY ASSESSMENT PROCESS – AS 29.45.210 HEARING

- a) If an appellant fails to appear, the board of equalization may proceed.
- b) **The appellant bears the burden of proof. The only grounds for adjustment of assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid written appeal or proven at the appeal hearing. The board of equalization may not raise the assessment in the current year unless requested to do so by the appellant. If the appellant provides a long form fee appraisal to support the appellant's valuation and the board of equalization does not find in favor of the appellant, the board shall make specific findings on the record to support its decision.**



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PROPERTY ASSESSMENT PROCESS – CBJ 15.05.190(c)(5) BOE HEARING OF APPEAL

(c) Conduct of hearings; decisions. Except as otherwise provided in this chapter, hearings shall be conducted by each panel of the board of equalization in accordance with the following rules:

(5) Burden of proof. The appellant bears the burden of proof. The only grounds for adjustment of an assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid written appeal or proven at the appeal hearing. If the valuation is found to be too low, the The board may not raise the assessment in the current year unless requested to do so by the appellant.



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PROPERTY ASSESSMENT PROCESS – TAXATION

Section D, Item 1.

- 1) Development of the Municipal Budget
- 2) Determination of the Mill Rates

<https://www.commerce.alaska.gov/web/dcra/Home.aspx>

<https://akleg.gov/index.php>



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- SB179 - compilation of several bills that were proposed in 2024 session
 - Revises AS 29.10.200 - No sales or use tax
 - Revises AS 29.45.050 - Farm Exemption and AS 29.45.060 - Farm Use/Deferment
 - Revises AS 29.45.110 (a) - Department (State Assessor) shall adopt standards that are not inconsistent with IAAO standards
 - Revises AS 29.45.115 - Adds the employment requirement for assessors to have a Level 3 Certification through the Alaska Association of Assessing Officers (AAAO) or work under the supervision of an individual with a Level 3 Certification



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2024 LEGISLATION CONT..

Section D, Item 1.

- Revises AS 29.45.180 (a) to require that if a property owner requests a meeting, the assessor or a person designated by the assessor must meet with the property owner to answer questions relating to the methods used to assess the person's property
- Revises AS 29.45.200 (a) - Appointment of BOE
- Revises AS 29.45.110 (a) - Department (State Assessor) shall adopt standards that are not inconsistent with IAAO standards
- Revises AS 29.45.210 (b) - Long Form Appraisal



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TIPS FOR HANDLING COMPLEX CASES?

Section D, Item 1.

- Listen to the case presented.
- Ask questions on the record.
- Decide based on the evidence presented.
- Establish a record that supports the decision.



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EXCESSIVE, UNEQUAL, IMPROPER, & UNDERVALUED

Interpretation of meaning from the court decisions:

EXCESSIVE – To show that an assessment is excessive, an Appellant must show that the assessment is more than just overvalued. It must be shown that the assessment is grossly disproportionate when compared to other assessments (*or, it can be shown that there is an intentional or fraudulent purpose to place an excessive valuation on the property*).

UNEQUAL – To show that an assessment is unequal, the Appellant must show that there are other properties in the same class as the property being appealed and that there is no basis that would justify different valuations of the property.

IMPROPER – To show that an assessment is improper, it must be shown that the assessor used an improper method of valuation, which amounts to fraud or a clear adoption of a wrong principle of valuation.

UNDERVALUED – Rare, but yes it does happen from time to time.



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BAD REASONS FOR A REDUCTION

Section D, Item 1.

- Value is excessive, improper, and unequal without supporting evidence
 - Taxes are too high
 - Value increase was too high
 - No improvements were made to the property
 - My neighbor's house valued less
 - There are not enough services from Municipality for taxes paid
 - Didn't receive an assessment notice



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LEGITIMATE REASONS FOR A REDUCTION

- The property was sold during the assessment year, but the Assessor did not consider the sale price.
- The assessment includes a factual error such as wrong square footage.
- The property was in exceptionally poor condition as of the assessment date, for example the roof was caved in.



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BOE “DO’S”

- DO show both the Appellant and the assessment staff the courtesy of your attention, and discuss weight given to issues.
- DO make your decisions based upon ONLY the facts presented at the hearing.
- DO make a record by basing the motion on the facts presented and discussing all salient facts.
- DO treat every case as though it will be appealed to the courts.
- DO remember that the Assessor’s staff are professional appraisers who have been to schools on appraisal standards and techniques.



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BOE “DON'TS”

- **DO NOT** offer a small deduction to “help out” the Appellant.
- **DO NOT** bring in your own data or comparables; you should consider only what is presented at the hearing.
- **DO NOT** attempt to re-appraise the property unless the burden of proof has been met by the Appellant. Then make the determination of value based upon the information provided at the hearing.



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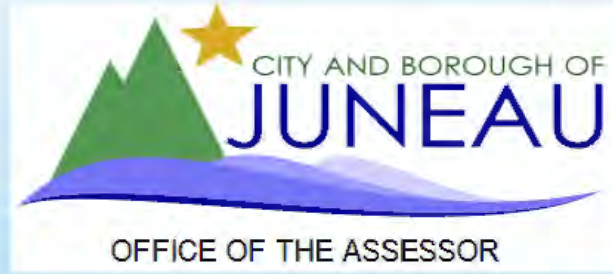
CONCLUSION

1. Role of the State Assessor
2. Property Assessment and Taxation
3. New 2024 Legislation (SB 179)
4. Tips For Handling Complex Appeals
5. BOE “Do’s” and “Don’ts.”



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2025 Assessment Overview

“The assessor shall assess property at its full and true value as of January 1 of the assessment year...”

Alaska State Statute 29.45.110



Full and True Value

“The estimated price that the property would bring in an open market and under the then-prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels.”

Alaska State Statute 29.45.110

International Association of Assessing Officers (IAAO)

Referred to as “I – double A – O”

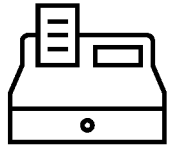
“IAAO is a nonprofit, educational, and research association. It is a professional membership organization of government assessment officials and others interested in the administration of the property tax.

IAAO was founded in 1934, and now has a membership of more than 8,000 members worldwide from governmental, business, and academic communities.”



Standards
Education
Certifications

Three Approaches to Value



1. Cost Approach

- Land Value + RCN – Depreciation = Value
- Replacement Cost New Less Depreciation (RCNLD)



2. Sales Comparison Approach

- Comparing sale prices of like-properties.
- Adjust for differences



3. Income Approach

- Income potential as an investment property

Market Adjusted Cost Approach

- Replacement Cost New Less Depreciation (RCNLD)
 - Land Value + RCN – Depreciation = Value
- Compare sales of like-properties in each neighborhood
 - Is the market increasing/decreasing since last year?
 - Assessed Value/Sales Price = Ratio study
- Apply neighborhood adjustment to all properties in neighborhood
 - Based on median ratio
 - Similar properties within same neighborhood are uniformly assessed

Property Appraisal Mandate

“If the assessor has a reasonable basis for the valuation method, we will approve that method so long as there was no fraud or clear adoption of a fundamentally wrong principle of valuation.”

Alaska Supreme Court Fairbanks vs. Golden Heart Utilities (2000)

Developing the Assessed Value



Visit each property – 5 year cycle



CAMA – Sketch and Improvement specifics to develop the cost approach (RCNLD)

Uniformity – Make sure we are treating like-improvements the same
Accuracy



Review Sales - Qualification

Is the sale an “Arms-Length transaction” that can be utilized in a ratio study?



Ratio study for like properties

Compare qualified sale prices vs. assessed value
Find median adjustment to reach market value

Property Classes



Residential

- Single Family Residence (SFR)
- SFR w/Apartment
- Multi-Improvement Residences
- Zero-Lot / Townhomes
- Residential Condos
- Plexes (2/3/4)
- Manufactured Homes



Commercial

- Retail
- Office
- Medical
- Hotel
- Industrial
- Multifamily

Land Characteristics



- Location, location, location
- Site Utility
 - Topography
 - Shape
 - View
 - Waterfront
 - Access
 - Wetlands
 - Flood Zones

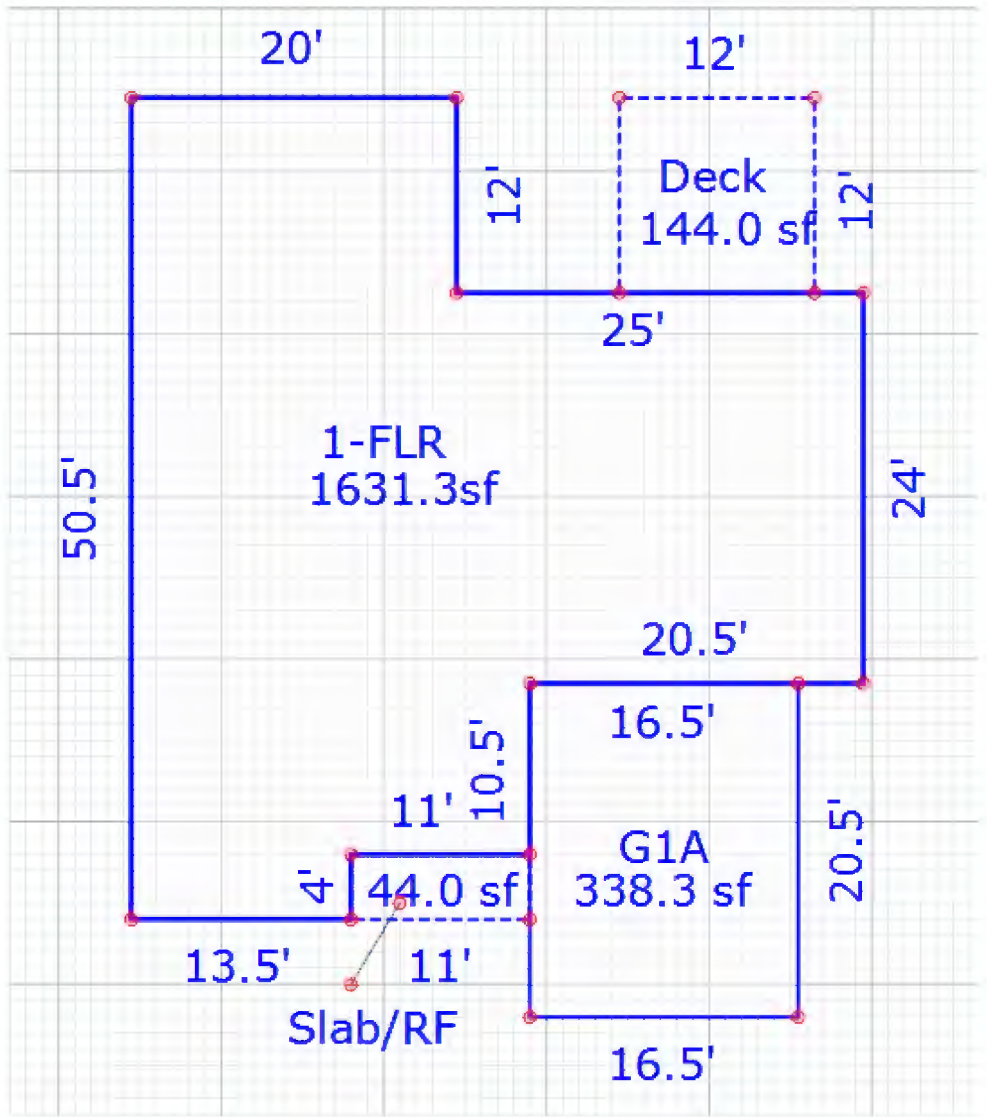
Residential Property

Section D, Item 2.



Cost Report - Residential

Section D, Item 2.



| | | |
|----------------------|--------------|---------------|
| 10264 | Record | |
| Parcel Code Number | 5B2401170200 | Building Type |
| Owner Name | | Quality |
| Parcel Address | | Construction |
| Effective Year Built | 2004 | Total Livable |
| Year Built | 1951 | Style |
| | | 1631 |
| | | One Story |

| Improvement | Description | Quantity | Unit Cost | Percent | +/- | Total |
|--------------------------------|------------------------------|----------|-----------|---------|-----|---------------|
| Base | | | | | | |
| Exterior | Frame, Cement Fiber Siding | | 89.60 | 80% | | |
| Exterior | Frame, Siding, Wood | | 22.20 | 20% | | |
| Roof | Metal, Formed Seams | | 9.64 | 100% | | |
| Heating | Forced Air Furnace | | 0.00 | 100% | | |
| Adjusted Base Cost | | 1,631 | 121.44 | | | 198,069 |
| Exterior Improvement(s) | | | | | | |
| Other Garage | Attached Garage (SF) | 338 | 36.25 | | | 12,253 |
| Other Garage | Garage Finish, Attached (SF) | 338 | 8.22 | | | 2,776 |
| Porch | Wood Deck (SF) | 144 | 24.90 | | | 3,586 |
| Porch | Slab Porch (SF) with Roof | 44 | 28.75 | | | 1,265 |
| Total | | | | | | 19,881 |
| Additional Feature(s) | | | | | | |
| Feature | Fixture | 8 | | | | 14,400 |
| Total | | | | | | 14,400 |

| | | | | | | | |
|---------------------------|---------|--|------|-----|--------|----------------|---------|
| Sub Total | | | | | | 232,350 | |
| Condition | Average | | | | | | |
| Local Multiplier | | | 1.22 | [X] | | 283,467 | |
| Current Multiplier | | | 1.14 | [X] | | 323,152 | |
| Quality Adjustment | | | | [X] | | 323,152 | |
| Neighborhood Multiplier | | | 1.00 | [X] | | 323,152 | |
| Depreciation - Physical | | | 1.00 | [X] | 20.00 | [-] | 64,630 |
| Depreciation - Functional | | | | | | [-] | 0 |
| Depreciation - Economic | | | | | | [-] | 0 |
| Percent Complete | | | | | 100.00 | [-] | 258,522 |
| Cost to Cure | | | | | | | |
| Neighborhood Adjustment | | | | | 132 | [X] | 82,727 |

Replacement Cost less Depreciation 341,249

5/2/2023 Appeal. Exterior photos and 2019 Appraisal. Chng metal preformed -> formed, Chng EYB 2006 -- 2004, chng siding wood 100 --> wood BD & cement fiber 20. Revalued -JC

| | | |
|--------------------------------------|-------------------------|------------------|
| 2023 Original Value: Site: \$124,800 | Improvements: \$345,200 | Total: \$470,000 |
| 2023 Proposed Value: Site: \$124,800 | Improvements: \$339,100 | Total: \$463,900 |

Appellant accepted via email

| | | |
|--------------------------------------|-------------------------|------------------|
| 2023 Original Value: Site: \$124,800 | Improvements: \$345,200 | Total: \$470,000 |
| 2023 Proposed Value: Site: \$124,800 | Improvements: \$339,100 | Total: \$463,900 |

Appellant accepted via email

LOT 183

02/22/13 F/I per area canvas, updated file, sketch, photo & cost data. dw

canvass updated photo, sketch and revalued. removed OR.

jack_albrecht - 4/15/2016 1:42:47 PM

08/29/22 Canvas, photos 08/24/22. Chg EYB from 2009 to 2006, p/u shed, dl, SFH & slab w/rt. Chg wd siding to fiber. Revalued.

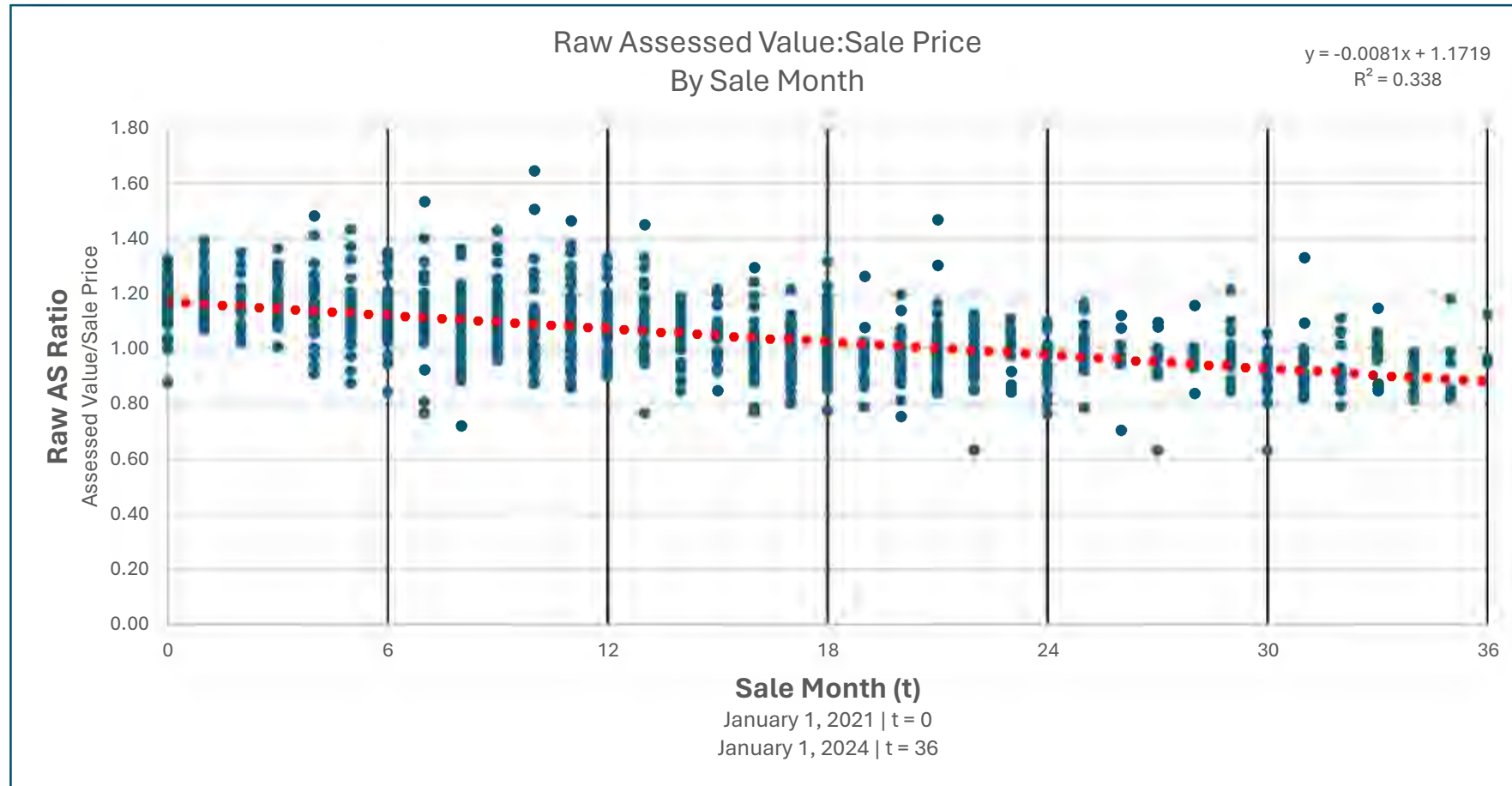
Dora_Prince - 8/29/2022 2:33:04 PM

| | | | | | | |
|---|--|--|--|--|-----|--------------|
| Miscellaneous Improvements | | | | | | |
| Solid Fuel Heater | | | | | [+] | 2,000 |
| Storage Shed Under 200SF | | | | | [+] | 1,000 |
| Total Miscellaneous Improvements | | | | | | 3,000 |

Total Improvement Value [Rounded] **\$344,200**

A/S Ratio Study before Time Trend

- Assessed Value / Sale Price
- < 1.00 = assessment undervalued
- > 1.00 = assessed value overvalued



A/S Ratio Study after Time Trend

- The impact of time is removed from the sale
- Compare like-sales and find median A/S
- Adjust median A/S to target ratio (typically 1.00)
- Assessments will be above and below the median: Target is +/-5% of market



Neighborhood (Market) adjustment is applied to all Single Family Residences in the neighborhood.

| Condition | Average | | | |
|---|---------|----------|-----|----------------|
| Local Multiplier | | 1.22 | [X] | 283,467 |
| Current Multiplier | | 1.14 | [X] | 323,152 |
| Quality Adjustment | | | [X] | 323,152 |
| Neighborhood Multiplier | | 1.00 | [X] | 323,152 |
| Depreciation - Physical | | 1.00 [X] | [X] | 20.00 |
| Depreciation - Functional | | | [-] | 64,630 |
| Depreciation - Economic | | | [-] | 0 |
| Percent Complete | | | [-] | 0 |
| Cost to Cure | | 100.00 | [-] | 258,522 |
| Neighborhood Adjustment | | 132 | [X] | 82,727 |
| Replacement Cost less Depreciation | | | | 341,249 |



2025 Residential Assessments



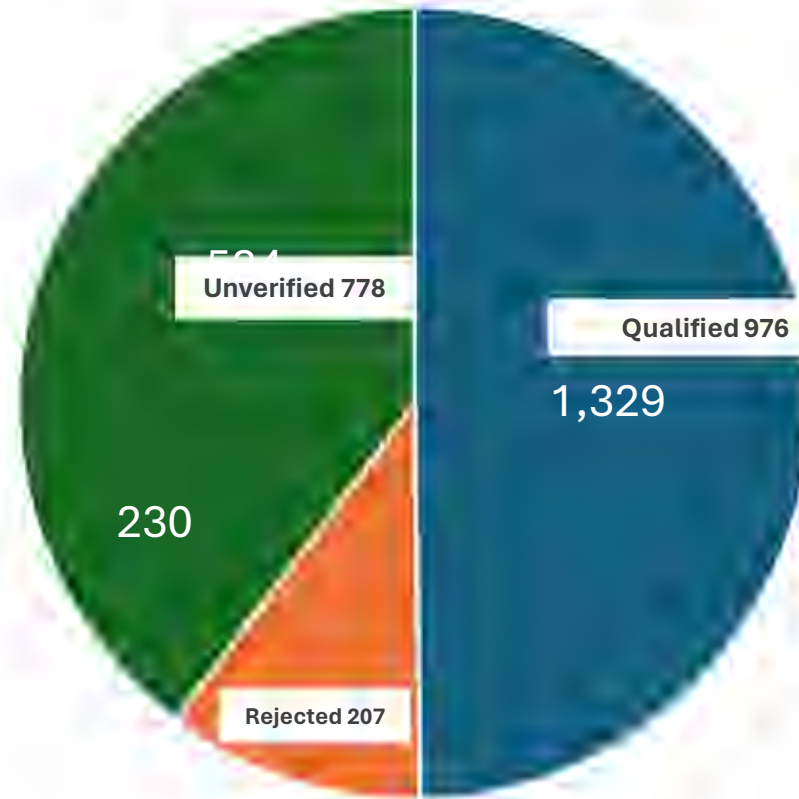
More of the same, just less of it.....

- Residential inventory is low, costs are high
- Cheap mortgage rates result in “The Golden Handcuffs”
- Sale prices have slightly increased in the last year
- Condos continue to appreciate – the new starter home.....

.....Except for the Flood

- Properties within the LID received a negative 20% adjustment
- We will continue to refine the adjustment as indicated by market sales.

Residential Sales 2022-2024



Median Sale Price

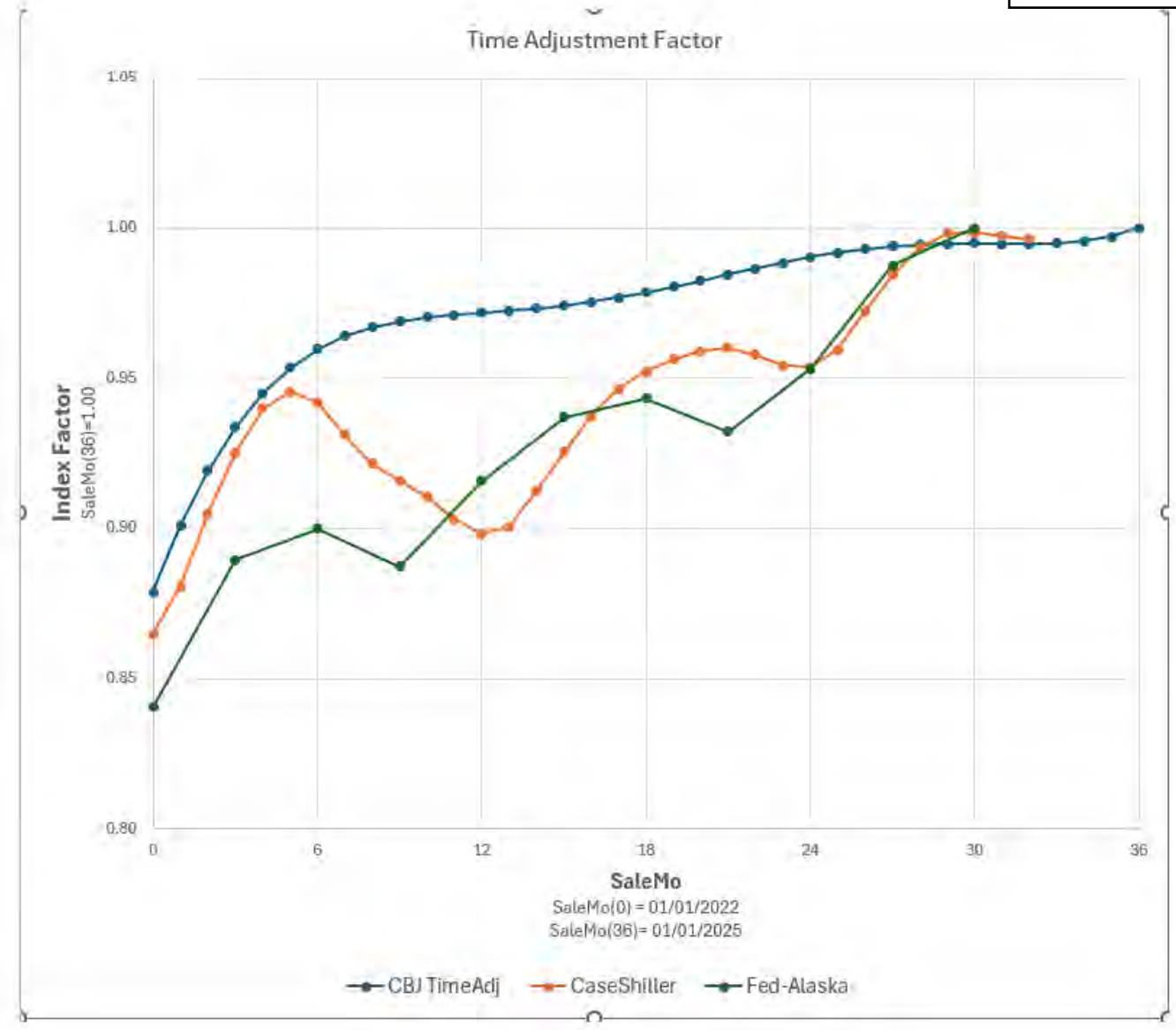
| SalePrice(Median) | Sale Year | | |
|--------------------------|------------------|------------------|------------------|
| Row Labels | 2022 | 2023 | 2024 |
| Single Family Residence | \$519,000 | \$525,000 | \$530,000 |
| SFR w/ Apt | \$685,000 | \$687,250 | \$675,000 |
| Mobile Home on Land | \$183,750 | \$171,913 | \$277,500 |
| Mutliple Residential Imp | \$734,500 | \$553,500 | \$650,000 |
| Duplex | \$547,500 | \$597,500 | \$606,000 |
| Triplex | \$720,000 | | |
| Four-Plex | \$700,000 | | |
| Zero-Lot | \$375,000 | \$438,000 | \$394,950 |
| Townhome | \$423,000 | \$421,000 | \$420,000 |
| Cabin | \$65,000 | | \$110,000 |
| Condo | \$280,000 | \$335,000 | \$275,000 |
| Mobile Home in Park | \$55,400 | \$78,000 | \$52,500 |
| Grand Total | \$424,500 | \$435,000 | \$430,000 |

Low Inventory

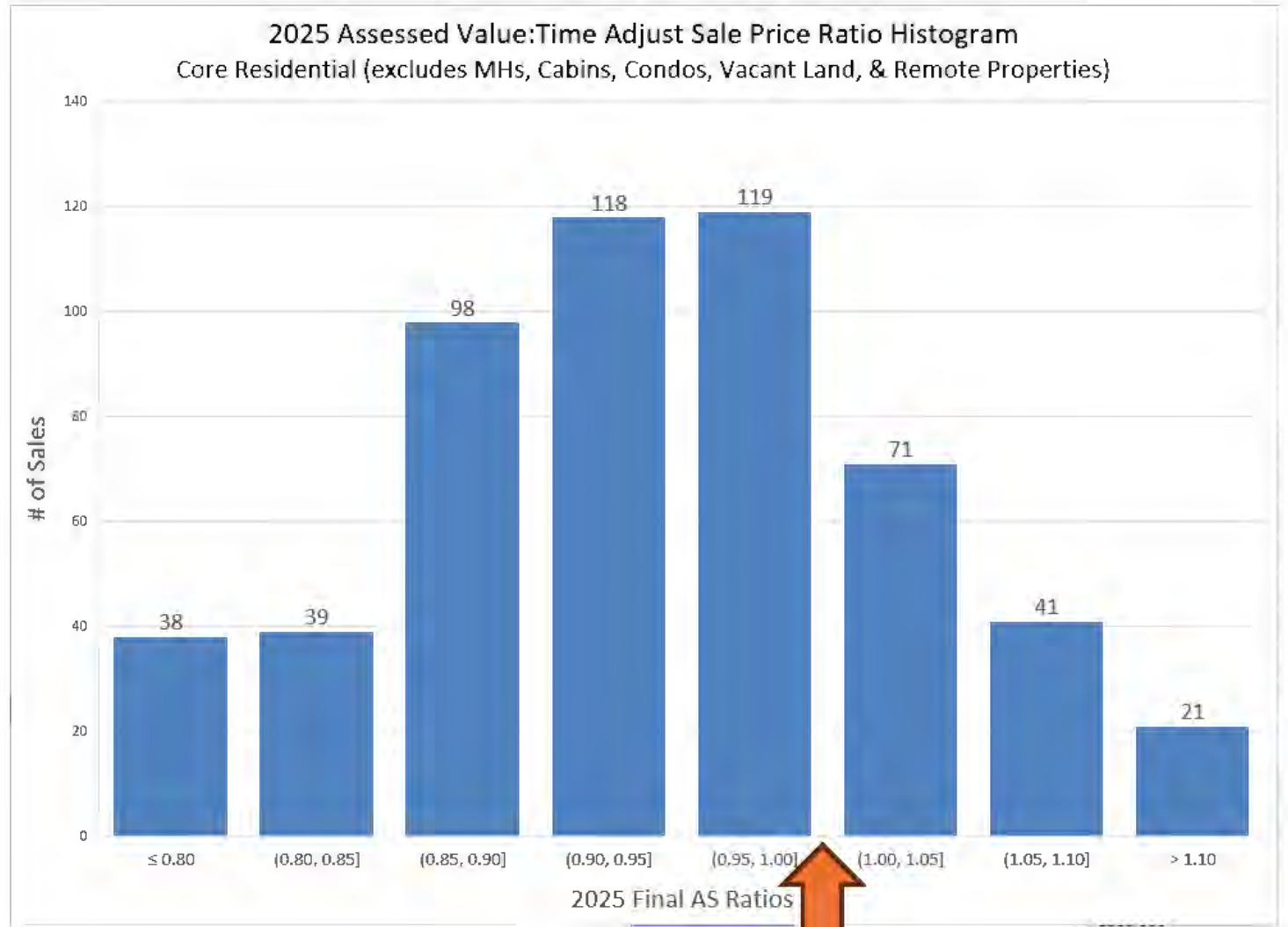
The golden handcuffs of cheap mortgage rates.....”If we sell where do we go?”

| Count of SALE ID | Sale Year | | | |
|--------------------------|------------|------------|------------|-------------|
| Row Labels | 2022 | 2023 | 2024 | Grand Total |
| Single Family Residence | 248 | 159 | 191 | 598 |
| SFR w/ Apt | 33 | 30 | 27 | 90 |
| Mobile Home on Land | 7 | 8 | 7 | 22 |
| Mutliple Residential Imp | 9 | 9 | 6 | 24 |
| Duplex | 13 | 8 | 11 | 32 |
| Triplex | 1 | | 1 | 2 |
| Four-Plex | 5 | 3 | 2 | 10 |
| Zero-Lot | 54 | 36 | 35 | 125 |
| Townhome | 18 | 13 | 16 | 47 |
| Cabin | 2 | 5 | 4 | 11 |
| Condo | 123 | 107 | 108 | 338 |
| Mobile Home in Park | 64 | 57 | 19 | 140 |
| Vacant Land | 36 | 35 | 37 | 108 |
| Grand Total | 613 | 470 | 464 | 1547 |

We are on trend with the Nation



Majority of sales are at or below Assessed Value



Sale Price = Assessed Value

Average Year Over Year Change

| Row Labels | ↓ | 2024 | 2025 | Avg % | Median % | # |
|----------------------------|---|------------------|------------------|-------------|-------------|--------------|
| Single Family Residence | | \$502,400 | \$495,000 | -0.4% | 0.0% | 5026 |
| SFR W/ Apartment | | \$665,500 | \$659,950 | 1.0% | 0.0% | 818 |
| Duplex | | \$557,500 | \$548,100 | 1.9% | 0.0% | 311 |
| Triplex | | \$596,400 | \$597,000 | 0.3% | 0.0% | 44 |
| Fourplex | | \$691,750 | \$701,900 | 2.3% | 1.4% | 106 |
| Multiple Residential Bldgs | | \$742,900 | \$746,700 | 4.4% | 0.0% | 235 |
| Townhouse | | \$403,150 | \$405,350 | 0.3% | 0.5% | 192 |
| Condominium | | \$268,100 | \$279,300 | 6.0% | 4.2% | 1341 |
| Cabin | | \$91,100 | \$92,100 | 5.3% | 0.0% | 175 |
| Mobile on Land | | \$221,400 | \$218,500 | -0.1% | 0.0% | 219 |
| Mobile in Park | | \$49,400 | \$49,800 | 0.5% | 0.0% | 950 |
| Vacant Land | | \$53,700 | \$54,596 | 0.3% | 0.0% | 1878 |
| Grand Total | | \$424,100 | \$419,200 | 1.0% | 0.0% | 11295 |

Neighborhood Change in Value

| GeoGrp | 2024 | 2025 | Avg Chg | Median Chg | # |
|---------------------------|------------------|------------------|-------------|-------------|--------------|
| Auke Bay | \$664,000 | \$675,300 | 2.5% | 0.9% | 344 |
| Auke Mountain | \$562,600 | \$564,000 | 3.5% | 1.0% | 171 |
| Back Loop North | \$613,950 | \$589,800 | -2.9% | -4.0% | 282 |
| Back Loop South | \$527,350 | \$511,900 | -2.2% | -3.0% | 242 |
| Casey Shattuck | \$467,300 | \$489,100 | 5.6% | 4.3% | 158 |
| Central Valley | \$423,900 | \$423,350 | -0.5% | 0.5% | 1170 |
| Condo | \$270,500 | \$279,300 | 3.9% | 3.8% | 1389 |
| Conservation | \$0 | \$0 | -1.3% | 0.0% | 19 |
| Douglas | \$476,400 | \$480,100 | 2.5% | 0.0% | 499 |
| Glacier Spur | \$536,400 | \$559,900 | 3.6% | 4.4% | 167 |
| Highlands | \$528,500 | \$512,700 | -2.2% | -2.9% | 317 |
| Juneau Townsite | \$457,700 | \$452,300 | 0.0% | -0.9% | 363 |
| Lemon Creek | \$407,300 | \$402,250 | -1.4% | -2.0% | 458 |
| Mendenhall Peninsula | \$563,300 | \$563,400 | 3.6% | 0.0% | 163 |
| Mobile Home in Park | \$48,000 | \$48,100 | 0.1% | 0.0% | 1012 |
| Montana Creek | \$0 | \$0 | 0.0% | 0.0% | 7 |
| North Douglas | \$542,150 | \$536,350 | -0.3% | -0.9% | 476 |
| North Douglas Bayview | \$706,600 | \$728,200 | 3.3% | 3.5% | 61 |
| North Douglas Bonnie Brae | \$396,100 | \$410,700 | 1.9% | 3.5% | 131 |
| Northeast Valley | \$425,800 | \$425,400 | 3.0% | -0.5% | 588 |
| Out the Road | \$360,600 | \$383,650 | 1.2% | 0.0% | 88 |
| Park Place | \$406,500 | \$408,700 | 0.6% | 0.5% | 61 |
| Pederson Hill | \$516,300 | \$536,300 | 5.1% | 3.6% | 44 |
| Point Louisa | \$724,100 | \$755,700 | 4.6% | 3.8% | 353 |
| Remote | \$20,000 | \$20,000 | 1.6% | 0.0% | 593 |
| South Valley | \$474,500 | \$469,400 | -0.5% | -0.6% | 361 |
| Southeast Valley | \$488,000 | \$483,100 | -0.8% | -1.7% | 345 |
| Tee Harbor | \$565,200 | \$574,000 | 2.0% | -0.4% | 287 |
| Thane | \$439,100 | \$439,100 | 0.2% | 0.0% | 105 |
| Twin Lakes | \$510,300 | \$524,200 | 6.7% | 5.5% | 327 |
| West Juneau | \$496,300 | \$509,850 | 2.0% | 2.6% | 426 |
| West Valley | \$493,400 | \$442,300 | -11.6% | -17.8% | 617 |
| Grand Total | \$422,700 | \$418,200 | 0.7% | 0.0% | 11624 |

Condominiums

- Condominiums are valued by the sale comparison model
- Condominiums with no direct sales available are adjusted by a general market trend

2025 Commercial Assessments



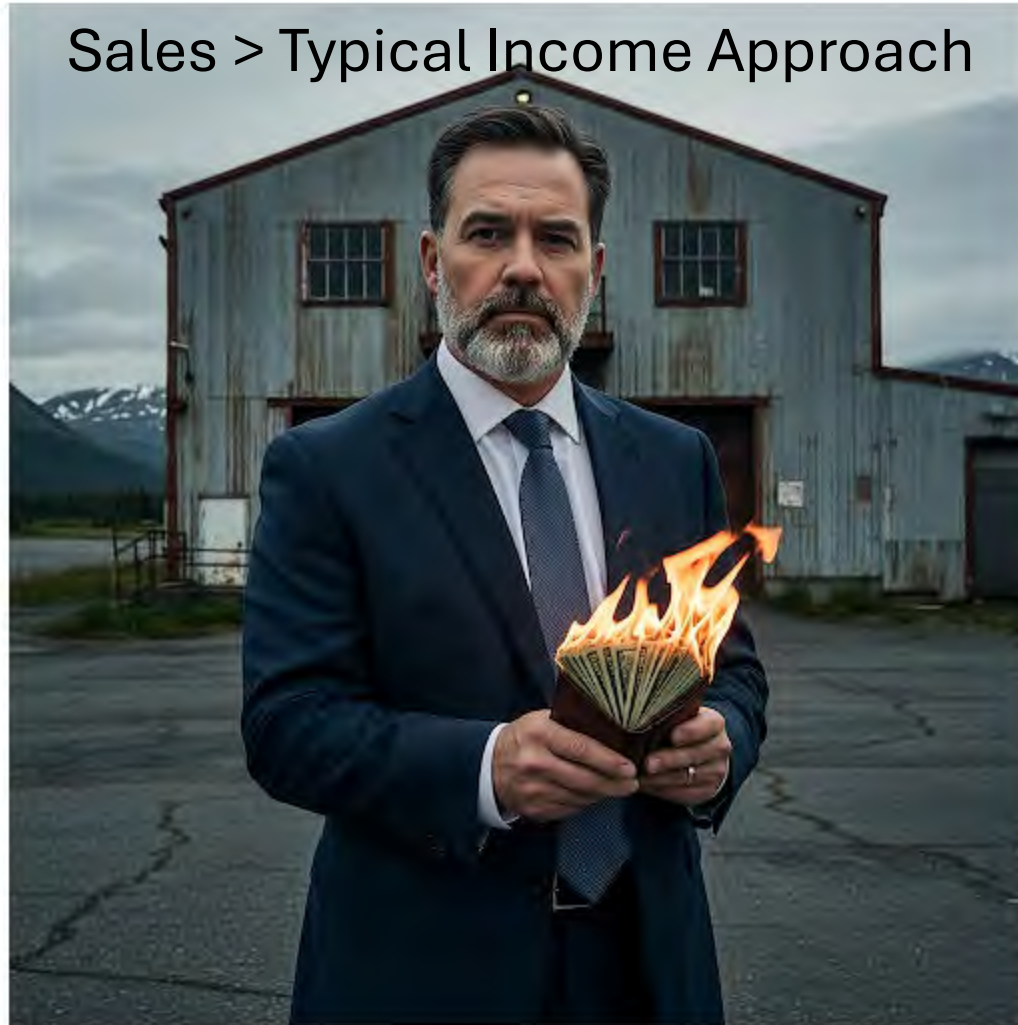
- No overall change for 2025
- Warehouse +18% average change
 - 2024 visited all warehouses, updated cost values, improved uniformity
 - 2025 Study: Compare qualified sales to cost values
 - Adjust to target of 95% of market value

| | |
|---|------|
| Assessed Value / Time adjusted Sale Price | 0.78 |
| DesiredAS | 0.95 |
| FinalAS | 0.95 |
| Average Change 2025 | 18% |
| Median Change 2025 | 17% |

Warehouse sales are on fire!!!

Section D, Item 2.

Sales > Typical Income Approach



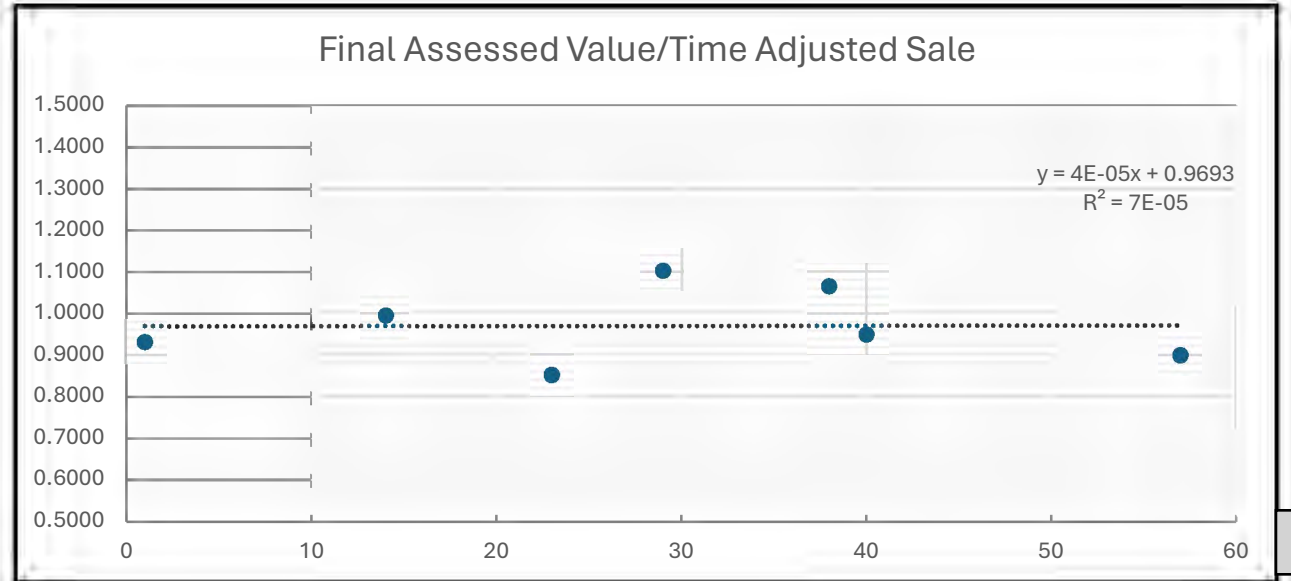
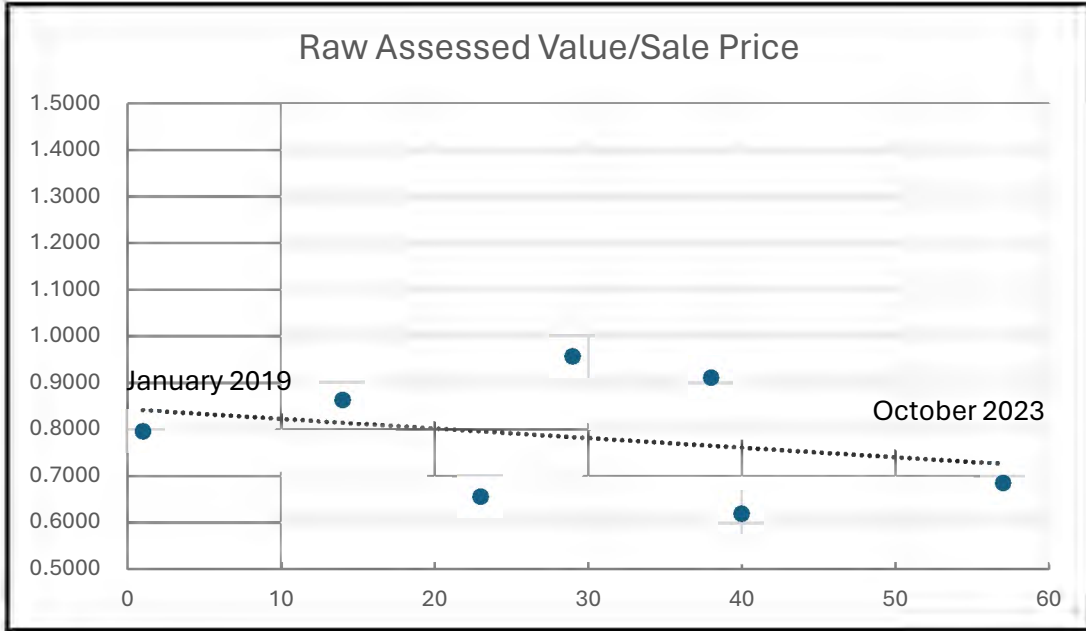
Warehouse Sales

- Related parties ≠ Arms-length transaction
- Multiparcel sales typically do not have specific sales prices assigned to each parcel
- Significant Changes after the sale

| Included in Study | | | | | | | |
|-------------------|-------------------|-------------|------------|-------------|------------------|-----------|---|
| Parcel ID | Address | Sales Price | SALE DATE | Initial A/S | TimeAdjusted A/S | Final A/S | Note |
| 4B1701020020 | 10011 GLACIER | 650,000 | 11/17/2020 | 0.83 | 0.65 | 0.85 | Building value adjusted for condition at time of sale |
| 4B1701080020 | 10012 CRAZY HORSE | 800,000 | 2/13/2020 | 0.97 | 0.85 | 0.99 | |
| 5B1201020041 | 5433 SHAUNE | 1,780,000 | 1/15/2019 | 0.91 | 0.78 | 0.93 | |
| 5B1201020140 | 5438 SHAUNE | 675,000 | 2/11/2022 | 1.04 | 0.90 | 1.07 | |
| 5B1201020211 | 5338 SHAUNE | 2,100,000 | 4/15/2022 | 0.91 | 0.61 | 0.95 | |
| 5B1501050040 | 8717 MALLARD | 1,300,000 | 5/3/2021 | 1.07 | 0.95 | 1.10 | |
| 5B1601210010 | 2010 RADCLIFFE | 1,700,000 | 9/25/2023 | 0.87 | 0.68 | 0.90 | |

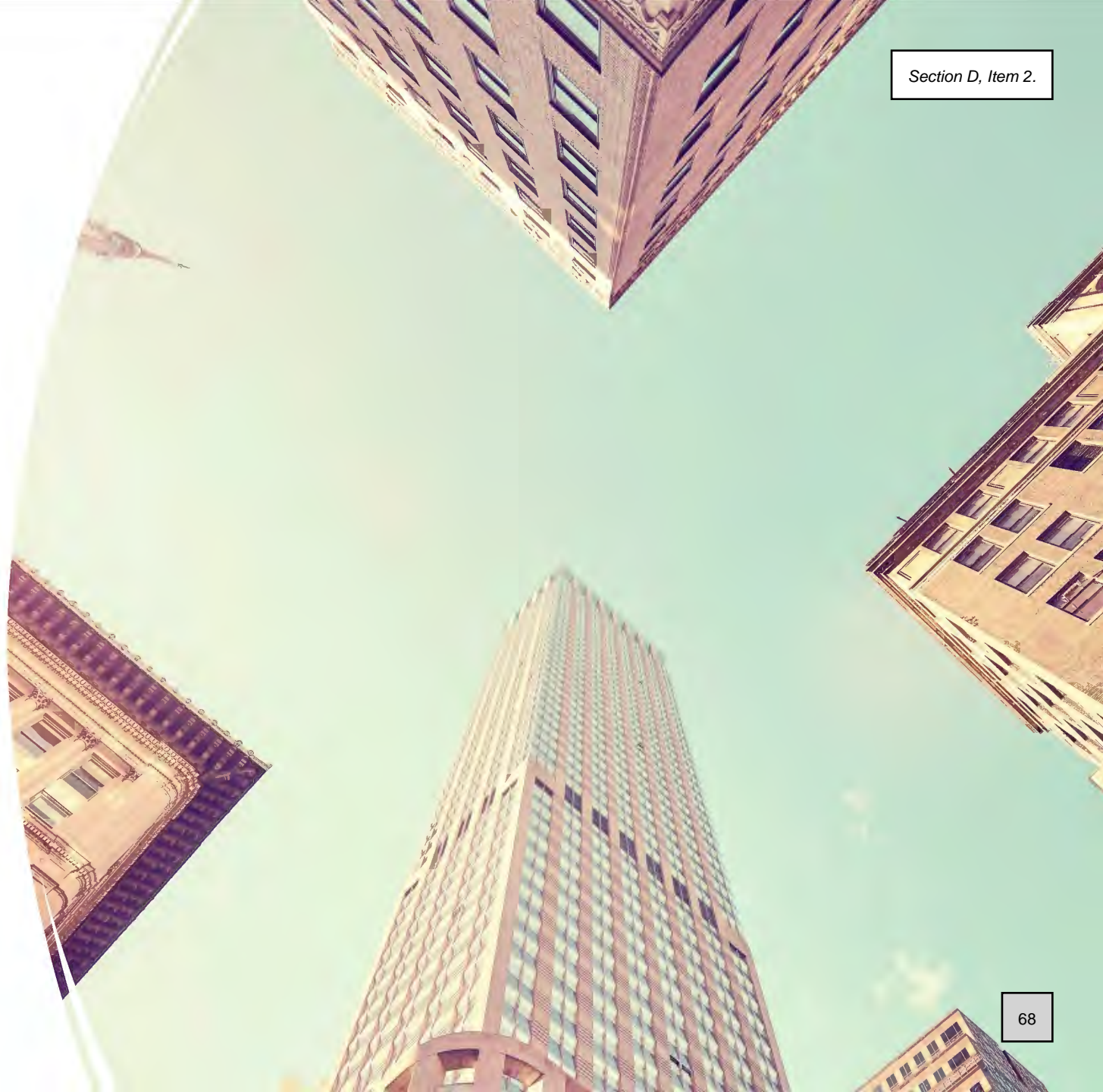
| Removed from Study | |
|--------------------|--|
| 4B1701020010 | Inheritance or Will |
| 5B1201020100 | Related Party |
| 5B1201040052 | Multiparcel, changes after sale |
| 5B1201060171 | Changes after sale |
| 6D0701000020 | Non market sale, building now damaged |
| 7B0901040090 | Outlier, changes after sale. Per conversation with owner, bought above market value due to strategic location. |
| 5B1501040030 | Extreme Outlier |
| 5B1201300080 | Multiparcel sale, outlier |
| 2D040T320130/ | multiparcel sale |

Warehouse Ratio Studies



2025 Office and Retail Buildings

- Attempting to move to the Income Approach
- Sentiment appeared high, participation very low for survey data.
- Very limited data
- Complex to value multiple uses per building and location factors



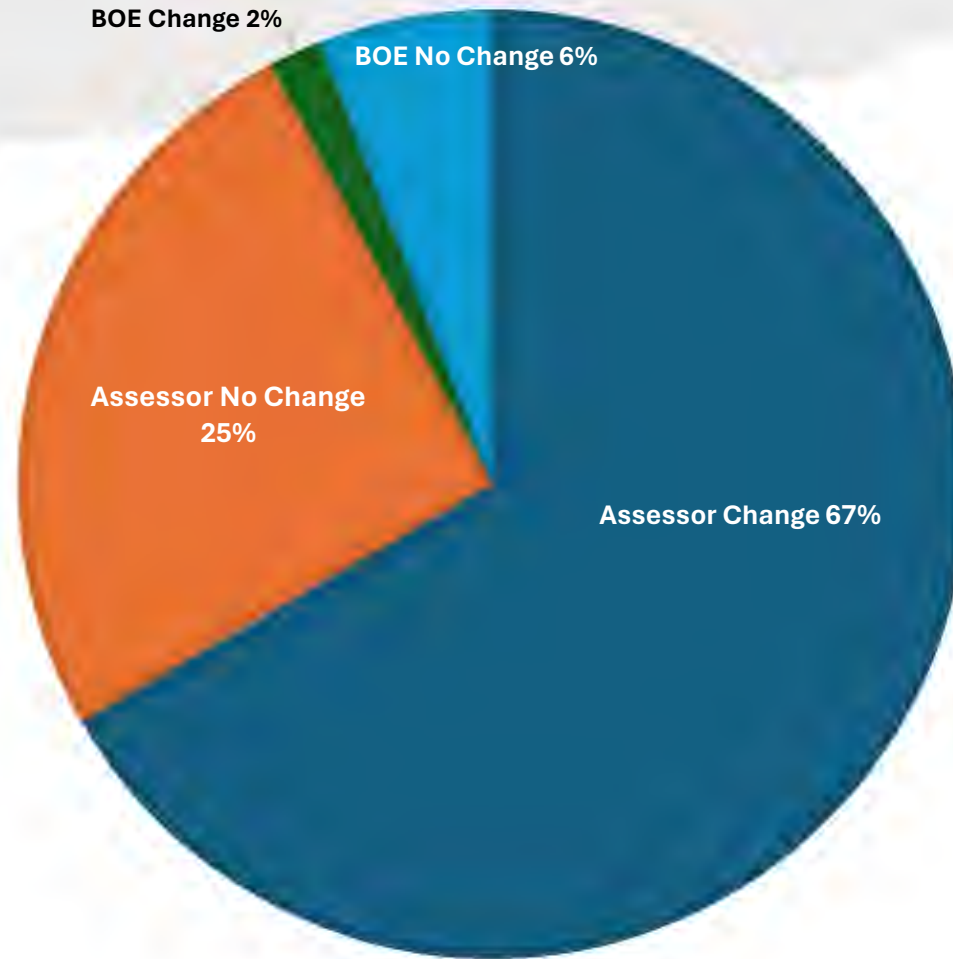
Appeal Time.....



2024 Appeals

Petition For Reviews

- 158 appeals total
- 112 change to value
- 43 no change to value

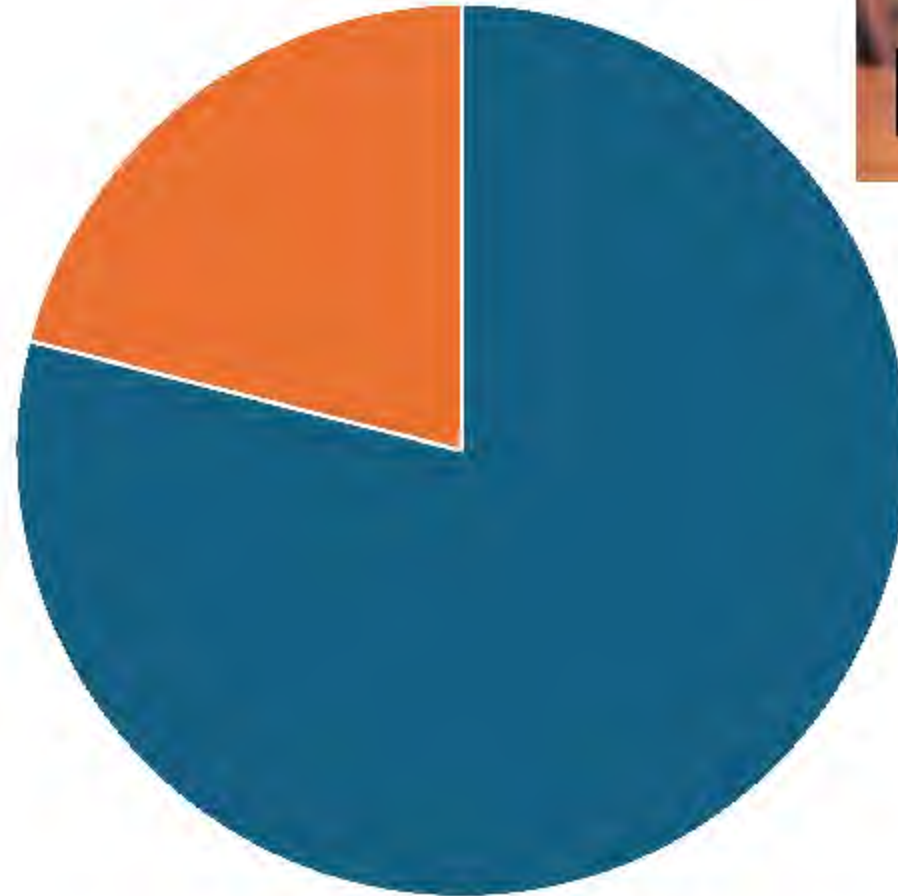


BOE's

- 8% of Appeals resulted in a BOE hearing
- 3 Appellant Estimate of Value Upheld by BOE
- 10 Assessor's Recommended Value Upheld by BOE

2025 Appeals

- 91 Appeals Total
- 62 Residential Appeals
- 29 Commercial Appeals



Appeals

Collect new information and review current information

- Uniformity – similar structures should be valued using the same measuring stick
 - Same approach to value
 - Same considerations (quality, condition, depreciation, features)

Educational process for the Assessor's Office and the Appellant

- Most taxpayers do not know the information we have and considerations we make until we walk through our process
- We collect and review property information and evidence
- Typically, we do not have pictures of the interior of buildings

Appeals

Helpful Evidence

- Appraisals
- Sale Prices
- Pictures
- Rents, Cap Rates, Profit and Loss (Commercial)
- Comparable Properties

Anecdotal evidence is not evidence that we can utilize

- “My neighbor told me that the housing market is plummeting”

Appeals

Burden of Proof rests with the Appellant

- We have spent the year collecting market data and analyzing sales. Unless we find an error or actual evidence is presented to us resulting in a needed change, we stick with our assessment

It is not a negotiation

It is the assembly's role to determine tax burden.

- If you give a “break” to one individual or a group of properties, it is inequitable for the rest of the community, the tax burden moves to others in the community

Fee Appraisals

- Appraisals are estimates of value
- All Shapes and Sizes – Why was the appraisal performed? What was considered?
- Time adjustments are needed to consider market trends as of January 1
- We do not match appraisal values
 - We review for accuracy of our model and adjust building and land elements
 - Typically, we are very close to the appraisal value with necessary adjustments



Thank you!

Board of Equalization Orientation

The BOE’s Purpose:¹

The BOE determines whether an error in valuation occurred regarding annual CBJ property assessments. If the BOE determines there was an error, the BOE alters the property assessment to the correct value **or** remands the matter to the assessor for reconsideration.² The decision to remand is based on whether or not the BOE has sufficient evidence of value in the record or it is necessary for the assessor and appellant to gather more evidence.

Appeal Process:

(a) Assessment Notice

The assessor gives every person named in the assessment roll a notice of assessment containing their property’s assessed value, the date payment is due, and date when the Board will meet.³ The notice is sufficiently given if it is mailed first class 30⁴ or more days prior to the BOE hearing, and the notice must be either addressed or delivered to the person’s last known address.⁵

(b) The Assessor

The assessor determines properties’ “full and true value” in money as of January 1 of the assessment year.⁶ Under state statute, “full and true value is the estimated price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general

¹ This memo’s purpose is to provide big picture guidance regarding the BOE process. Pursuant to Ordinance 2022-21, substantial changes were made to the BOE process in late 2022. BOE members should review CBJC 15.05.041—.210 online (or the ordinance itself) to see all changes made (particularly CBJC 15.05.190). As always, BOE members should defer to the guidance of their designated CBJ attorney advisor.

² AS 29.45.200(b); AS 29.45.210(b).

³ AS 29.45.170; CBJC 15.05.120(a).

⁴ CBJC 15.05.120(b). The date the notice is mailed or delivered is the date the notice is given (i.e. the “mailbox rule”).

⁵ CBJC 15.05.120(b).

⁶ AS 29.45.110(a); CBJC 15.05.100; CBJC 15.05.020.

price levels.”⁷ The assessor has broad discretion to adopt assessment methods to set values for properties.⁸

(c) The Appellant

The appellant has 30 days to appeal their property assessment, which they must do by submitting a written notice of appeal to the assessor specifying the grounds for their appeal.⁹ If an appeal is filed late, the would-be appellant must show—to the BOE’s satisfaction—they were unable to comply with the 30-day period.¹⁰

(d) Prehearing Information Exchange Between the Assessor and the Appellant

Once the 30-day appeal period closes, the appellant has 15 days to send the assessor all documentary evidence and briefing in their possession that the appellant believes is relevant and wishes the Board to consider.¹¹ During this same 15-day window, the assessor must make available to the appellant all reasonably relevant assessor records requested by the appellant.¹² If the appellant and the assessor agree, the 15-day deadline to supplement the record may be waived up until 10 days prior to the BOE hearing.¹³ Supplementation after the 10-days-out point will require authorization from the BOE’s chair (the chair will determine whether CBJC 01.50.110(e) criteria is satisfied).¹⁴ If an appellant has refused or failed to provide the assessor or assessor’s agent full access to property or records, the appellant shall be precluded from offering evidence on the issue or issues affected by that access and those issues shall be decided in favor of the assessor.¹⁵ *A timeline for this process is provided below.*

⁷ AS 29.45.110(a).

⁸ CBJC 15.05.100. *Fairbanks Gold Mining, Inc. v. Fairbanks North Star Borough Assessor*, 488 P.3d 959, 967 (Alaska 2021) (“The assessor has broad discretion to decide how to complete this task. We will only upset the assessor’s choice of method in cases of ‘fraud or the clear adoption of a fundamentally wrong principle of valuation.’ Accordingly, we review the Board’s approval of the assessor’s valuation method under the deferential ‘reasonable basis standard.’”).

⁹ AS 29.45.190(b); CBJC 15.05.150(b); *see also* AS 29.45.180(a).

¹⁰ CBJC 15.05.150(c)(1).

¹¹ CBJC 15.05.190(a).

¹² CBJC 15.05.190(c)(8)(iii); *see also* AS 29.45.190(d).

¹³ CBJC 15.05.190(c)(8)(ii).

¹⁴ CBJC 15.05.190(c)(8)(ii).

¹⁵ CBJC 15.05.190(c)(8)(iv).

(e) Rules (Robert's, Evidence)

Robert's Rules of Order: Robert's Rules of Order (11th ed.) is the default set of conduct rules governing BOE hearings and meetings. However, Robert's Rules takes the backseat where CBJ Code, ordinances, and resolutions conflict.

Resolution 2976 (A Resolution Repealing and Reestablishing the Assembly Rules of Procedure): These rules of procedure replace Robert's Rules where the two sets are in conflict.

Rules of Evidence: The formal rules of evidence do not apply to hearings. Still, evidence must be relevant to the issues on appeal. Hearsay evidence may be considered as long as it is sufficiently trustworthy and it is more probative on the point for which it is offered than any other evidence the proponent can procure by reasonable efforts.

(f) Presentation

CBJC 15.05.190(c)(7) – (8) are the primary Code provisions on appeal presentations' lengths and content. Three notable Code changes are (1) clarification the BOE may provide parties additional time for good cause,¹⁶(2) limitations on evidence that may be considered at the hearing,¹⁷ and (3) clarification on confidentiality of commercial enterprises' income information.¹⁸

(g) Voting

Once a member makes a motion, and the presiding officer has restated the motion, the members should discuss the motion—this discussion should include statements regarding the evidence and arguments and whether these were or were not persuasive. The point here is to let the parties know (and create a record in case there is an appeal) the reasons for the BOE's decision.

The norm:

- Member makes the motion.
- Presiding officer restates the motion and asks the maker to speak to their motion.

¹⁶ CBCJ 15.05.190(c)(7).

¹⁷ CBJC 15.05.190(c)(8)(ii) & (iv).

¹⁸ CBJC 15.05.190(c)(8)(v).

- The maker explains the reasons for their motion.
- The members discuss the arguments/evidence.
- Members then vote.

A change this year is a “deemed denied” default¹⁹ meaning that, unless there is a majority vote to grant, alter, or remand an assessment, the appeal is considered denied and the assessment stands. This means you do not have to vote to deny an appeal.

(h) Sample Motions:

“I move that the Board grant the appeal because the appellant has provided sufficient evidence of error showing the assessed valuation is”

“I move that the Board adjust the assessment to _____ as requested by the _____ because”

“I move that the Board remand the assessment to the assessor for further consideration because the appellant has proved there was error in valuation; however, the Board lacks sufficient evidence of valuation on the record.”

Deemed Denied

*For each of the scenarios above, if the vote fails, then the appeal is deemed denied and no further motions are necessary.

*If the case presentation concludes and no member wishes to make a motion, then the appeal is deemed denied and no further action is necessary.

(i) FAQs/Reminders:

Discretion: BOE members have reasonable discretion to decide which items of evidence and arguments they find persuasive. Likewise, they have the discretion to interpret Code; members may—and are likely to—have varying thresholds of what constitutes “excessive” or “unequal.”

¹⁹ CBJC 15.05.190(b)(2).

Ex Parte Communication: Generally, in the interests of fairness and credibility, BOE members should not discuss appeals with parties outside of appeal hearings. There are some minor exceptions, such as when the chair makes a ruling on supplemental evidence. For further guidance, BOE members should contact their CBJ attorney advisor.

Due Process: In essence, due process is the “opportunity to be heard and the right to adequately represent one’s interests[.]”²⁰ The reasonableness of the opportunity to be heard is based on the nature of the case.²¹ The BOE’s current process has undergone and overcome several recent challenges.²² A cornerstone of due process is fairness to the parties, so best practice is to afford each party equal opportunity (e.g., if one party receives extra time, the other should as well).²³

Absent Appellant: Due process requires a reasonable opportunity—it does not require the appellant take advantage of their reasonable opportunity. If the appellant chooses not to attend after they were properly notified of the hearing, the Board may proceed without them.²⁴

Making a Record: BOE members should articulate the reasons for their motions and votes in order to inform parties (and potentially the superior court) the bases for the BOE’s decision.

²⁰ *Fairbanks North Star Borough Assessor’s Office v. Golden Heart Utilities, Inc.*, 13 P.3d 263, 274 (Alaska 2000).

²¹ *Markham v. Kodiak Island Borough of Equalization*, 441 P.3d 943, 953 (Alaska 2019).

See Griswold v. Homer Bd. of Adjustment, 426 P.3d 1044, 1045 (Alaska 2018) (“[P]rocedural due process under the Alaska Constitution requires notice and opportunity for hearing appropriate to the nature of the case.” (alteration in original) (quoting *Price v. Eastham*, 75 P.3d 1051, 1056 (Alaska 2003))).

²² *See, e.g., James Sydney et al v. CBJ, Bd. of Equalization*, 1JU-21-00929 CI (Alaska Superior Court, Hon. Schally, Decision issued

²³ *See, e.g., CBJC 15.05.190(c)(7)*.

²⁴ AS 29.45.210(a); CBJC 15.05.190(c)(4).

BOE Hearing Guideline

1. Presiding officer appointed by panel.
2. Call to order: “I call the [May 1, 2023] meeting of the Board of Equalization to order.”
3. Roll call: “Will the clerk please do a roll call?”
4. [If applicable] Presiding officer announces if there will be hearings regarding late-filed appeals and, if so, whether those will take place before or after the appeal hearings.
5. Presiding officer introduces the first appeal for hearing.
 - “We are on the record with respect to ‘Petition for Review of Assessed Value’ in Appeal [2023-0523] filed by [Coin Shop] with respect to Parcel Id. No. [1CO....].”
6. Presiding officer recites the hearing rules/procedures.
 - This should be done before each appeal hearing *unless* the appellant was in attendance for an earlier reading. The below statements are intended as guidance:
 - a. *The appellant has the burden of proving error in the assessment, which they can do by sufficiently showing—with factual evidence—the assessed value of their property was unequal, excessive, improper, or too low.²⁵*
 - b. *The formal rules of evidence do not apply to this hearing. However, the presiding officer may exclude evidence irrelevant to the issues on appeal.*
 - c. *The appellant and the assessor will each have 15 minutes total to make their arguments and present their evidence.*
 - d. *The appellant will present first, followed by the assessor.*
 - e. *The appellant may reserve up to 10 minutes of their time for rebuttal after the assessor’s presentation. The appellant’s rebuttal is limited to issues raised by the assessor during the assessor’s presentation.*
 - f. *After the parties’ presentations, Board members may ask the parties questions.*
 - g. *After Board members are done questioning the parties, the presiding officer will call for a motion from the Board members. Once a motion is made, the Board members will discuss the motion and then vote on the motion.*
 - h. *Does either party have questions?*
 - i. *Are the parties ready to proceed?*
7. The Board will hear appeals.
 - The presiding officer should recite hearing rules/procedures as necessary (i.e., if the appellant was not present for an earlier reading).
8. [If applicable] The Board will hear late-filed appeals.
9. After the hearing, the chair will call for discussion and motions. If no motion is made, the appeal is deemed denied. If a motion is made and fails, the appeal is deemed denied.
10. Adjourn.

²⁵ AS 29.45.210(b); CBJC 15.05.190(c)(5)

Quorum = three board members CBJC
15.05.190(a)

- May proceed even if the appellant is not present CBJC 15.05.190(c)(4)
- Appellant may have counsel CBJC 15.05.190(c)(3)
- Rules of evidence are relaxed, but irrelevant evidence may be excluded. See CBJC 15.05.190(c)(6) for examples of relevant evidence.
- Presentation = 15 minutes each, appellant goes first. CBJC 15.05.190(c)(7)
- Duty to exchange evidence and what happens if you don't CBJC 15.05.190(c)(8)(v)

VOTING

Voting = CBJC 15.05.190(b)


Affirmative vote of two members to (a) reverse and remand to the assessor for further consideration or (b) alter the assessment.

- Affirmative vote fails = appeal deemed denied.
- No motion to vote = appeal deemed denied.

Question = Is the assessment unequal, improper, or an under value? CBJC 15.09.190(c)(9)

Burden of Proof CBJC 15.90.190(c)(5)

The appellant bears the burden of proof. The only grounds for adjustment of an assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid written appeal or proven at the appeal hearing. If the valuation is found to be too low, the board may raise the assessment. The board should sustain the original assessed value if the relevant documentary evidence or briefing is not timely submitted to the assessor's office within 15 days from the close of the 30-day appeal period absent a good faith attempt at compliance.



Board of Equalization Quick Reference Guide

Familiarize yourself with
CBJ Code 15.05

BEFORE THE HEARING

- ✓ Full and true value Jan 1 CBJC 15.05.020
- ✓ Notice of Assessment CBJC 15.05.120
- ✓ Notice Published CBJC 15.05.120
- ✓ Within 30 days after the date of mailing, the taxpayer submits written appeal notice CBJC 15.05.150
- ✓ Late Filed Appeal – Panel of the BOE shall consider evidence from taxpayer = “unable to comply.” If granted, 30 days to file appeal. CBJC 15.05.150(c)
- ✓ Assessor sends notice to taxpayer of hearing of appeal. CBJC 15.05.180
- ✓ Appellant must submit all documentary evidence and briefing within 15 days following the close of the 30 day appeal period. *Wavier = 15.05.190(c)(8)(ii) CBJC 15.05.150(a)
- ✓ Assessor can correct assessment prior to hearing, as needed. CBJC 15.05.130
- ✓ Appeal can terminate if the assessor and appellant agree on value CBJC 15.05.190(c)(11)

Unable To Comply 15.05.150(c)(1)

A taxpayer must demonstrate compelling reasons or circumstances that would have prevented a reasonable person under the circumstances from filing an appeal. The term "unable to comply" does not include situations in which the taxpayer forgot about or overlooked the assessment notice, was out of town during the 30-day appeal period for filing an appeal, or similar situations. Rather, it covers situations that are beyond the control of the taxpayer and, as a practical matter, prevent the taxpayer from recognizing what is at stake and dealing with it. Such situations would include a physical or mental disability serious enough to prevent the taxpayer from dealing rationally with the taxpayer's financial affairs.

BOE Training 2024

What do you do?

Board of Equalization hears appeals by homeowners and determines whether an error in valuation was made by the Assessor's office regarding an annual property assessment.

What is the question?

Is the assessment unequal, excessive, improper, or undervalued?

Typical Hearing Process

1. The presiding officer calls the case.
2. The presiding officer introduces board members.
3. The presiding officer reviews rules and process.
4. Appellant presents.
5. Assessor presents.
6. Appellant presents rebuttal.
7. Board deliberations begin – questions to appellant and assessor.
8. Board discussion.
9. Comments and questions by board.
10. The presiding officer will call the question and entertain a motion.
11. If motion made, state why you are making motion.*
12. Roll call. Motion needs 2 of 3 votes to carry.
13. If motion made and fails = deemed denied.
14. The presiding officer makes any concluding remarks.

*Note: If no motion made = deemed denied.

What is the role of the Attorney?

- ❖ Help with issues of process.
- ❖ Help with code questions.
- ❖ Defend BOE decisions in appeals to the Superior Court.

Things to be aware of:

- ✓ You should not communicate with fellow board members outside of the hearing.
- ✓ Do not communicate with the Assessor or Appellant about their case outside of the hearing.
- ✓ You should not do independent research.
- ✓ If you think you have a conflict, let the Clerk and Attorney ASAP

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Presented by: The Manager
Presented: 01/08/2025
Drafted by: Law Department

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2025-09am

An Ordinance Amending the City and Borough Code Relating to Assessing Standards of Property Tax.

WHEREAS, to conform with Senate Bill 179 which was signed into law on August 13, 2024.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJC 15.05.010, Definitions, is amended to read:

15.05.010 Definitions.

The following words, terms, and phrases, when used in this title, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Assessor means the duly appointed City and Borough assessor with at least a level 3 certification from the Alaska Association of Assessing Officers or his or her authorized representative.

Full and true value means the estimated price a property would bring on the open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with the prevailing general price levels.

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Section 3. Amendment of Section. CBJC 15.05.020, Assessment of property, is amended to read:

15.05.020 Assessment of property.

All taxable property in the City and Borough shall be assessed at its full and true value in money as of January 1 of the assessment year. Assessment at full and true value will be informed by knowledge of the local real estate market. ~~To the extent practicable given the unique characteristics and prevailing circumstances in the City and Borough, the~~ The assessment at full and true value will be ~~based on and reflect~~ consistent with the Technical Standards of the Alaska Association of Assessing Officers (AAAO) and the International Association of Assessing Officers (IAAO).

State Law reference— Full and true value, ~~AS 29.45.100~~ AS 29.45.110.

Section 4. Amendment of Section. CBJC 15.05.130, Corrections by assessor, is amended to read:

15.05.130 Corrections by assessor.

The assessor may correct an error or supply an omission in the assessment roll at any time before the board of equalization hearing. Every person receiving a notice of assessment shall advise the assessor of any error or omission in the assessment of his or her property. If requested by the person, the assessor or designee shall meet with the person and answer reasonable questions related to the methods used to assess the person’s property. The meeting required under this section may be virtual or telephonic.

Section 5. Amendment of Section. CBJC 15.05.140, Reserved, is amended to read:

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15.05.140 ~~Reserved~~ Parcel cost report.

At the request of a property owner, or upon receipt of an appeal for a residential property, the city assessor shall provide a copy of the parcel cost report and sales data used to determine the applied neighborhood adjustment. The parcel cost report shall include the improvement description, quantity, cost, and other factors used to determine the properties total improvement value.

Section 6. Amendment of Section. CBJC 15.05.190, Board of equalization hearing of appeal, is amended to read:

15.05.190 Board of equalization hearing of appeal.

(c) *Conduct of hearings; decisions.* Except as otherwise provided in this chapter, hearings shall be conducted by each panel of the board of equalization in accordance with the following rules:

(5) *Burden of proof.* The appellant bears the burden of proof. The only grounds for adjustment of an assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid written appeal or proven at the appeal hearing. ~~If the valuation is found to be too low, the~~
The board may not raise the assessment in the current year unless requested to do so by the appellant. The board should sustain the original assessed value if the relevant documentary evidence or briefing is not


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timely submitted to the assessor's office within 15 days from the close of the 30-day appeal period absent a good faith attempt at compliance.

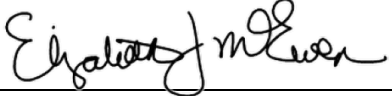
(9) *Decisions.* At the conclusion of the hearing the board shall determine, based solely on the evidence submitted, whether the assessment is unequal, excessive, improper, or an under valuation. The board may not raise the assessment in the current year unless requested to do so by the appellant. The board ~~shall~~ should issue findings of fact and conclusions of law clearly stating the grounds upon which the board relied to reach its decision when the board does not find in favor of the appellant and advising all parties of their right to appeal the decision to superior court. In cases where the appellant provides a long-form fee appraisal to support the appellant's valuation, the board must speak to that evidence in their decision.

Section 7. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 3rd day of March, 2025.



Beth A. Weldon, Mayor

Attest:


Elizabeth J. McEwen, Municipal Clerk