

BOARD OF EQUALIZATION
THE CITY AND BOROUGH OF JUNEAU, ALASKA

Tuesday, April 23, 2013 at 5 PM
Assembly Chambers, Municipal Building

I. Call to Order

II. Roll Call

III. Memorandum on Standard Procedures

This memo reviews the responsibilities and procedures for the Board of Equalization (B.O.E.)

IV. Property Appeal Process and Information

City Assessor Robin Potter and State Assessor Steve Van Sant will provide information to the Board on property mass appraisal processes, appealed property procedures and standard formats.

- CBJ Press Release, “Annual Property Assessment Notice” – April 12, 2013
- CBJ 2013 Assessed Value Methodology Excerpts
- CBJ Real and Personal Property – Effective 4/9/2013
- Office of the State Assessor – “The Board of Equalization (B.O.E.) and the Appeal Process”

V. Board Meeting Schedule and Panel Selections

Board of Equalization Meeting: May 23, 5:30 p.m. in City Hall Assembly Chambers.
Subsequent meetings of the BOE may be needed and will be scheduled at a future date.

IV. Adjournment

ADA accommodations available upon request: Please contact the Clerk’s office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly’s agenda made available. The Clerk’s office telephone number is 586-5278, TDD 586-5351, e-mail: city_clerk@ci.juneau.ak.us