

# BOARD OF EQUALIZATION - ANNUAL TRAINING SESSION MINUTES

May 04, 2023 at 5:30 PM

Zoom Webinar

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

To view the video recording of training: <https://youtu.be/FF556G1cZwk>

## A. CALL TO ORDER

Meeting called to order at 5:32 p.m.

## B. ROLL CALL

**Members Present:** David Epstein, Kenny Solomon-Gross, Gary Sonnenberg, Thor Williams, and Emily Haynes

**Members Absent:** None

**Others Present:** Deputy Municipal Clerk Di Cathcart, Assistant Municipal Attorney Emily Wright, Assessor Mary Hammond, Deputy Assessor Aaron Landvik, State Assessor Joseph Caissie

## C. APPROVAL OF AGENDA

Agenda approved as presented.

## D. AGENDA TOPICS

### 1. Office of the State Assessor BOE Training - Joseph Caissie, State Assessor

State Assessor, Joe Caissie walked the board through the PowerPoint training slides included in the packet from the Office of the State Assessor. Topics for discussion included what is the assessment process, role and expectation of the Board of Equalization and holding an administrative hearing, how should an appeal be decided, what is expected of the Assessor and what is the responsibility of the Appellant.

### 2. Presentation of CBJ Assessment Process - Assessor's Office Staff

CBJ Assessor, Mary Hammond walked board members through the CBJ assessment process.

### 3. BOE Hearing Process - Reference Material

Due to BOE Member Williams needing to leave the training, which affects quorum, the training related to BOE process by CBJ Assistant Attorney, Emily Wright, as the Board of Equalization's attorney was postponed to the May 11 meeting. The BOE will meet at 5:00 p.m. to finish training then move into the first hearings at 5:30 p.m.

### 4. Election of BOE Chair/Vice Chair

David Epstein was elected as BOE Chair and Kenny Solomon-Gross was elected BOE Vice Chair by unanimous consent.

## E. NEXT HEARING DATES:

Standing Placeholder Hearings are set for every Thursday May - June at 5:30pm via Zoom Webinar. The clerk's office will notify BOE members if no hearing is scheduled for that week, with placeholder hearing dates rolling over into July as needed. The BOE agreed to hear three appeals per hearing night as well as any late-files.

## F. ADJOURNMENT

There being no further business to come before the board, meeting adjourned at 7:21 p.m.