1 2 3	KODIAK ISLAND BOROUGH ORDINANCE NO. FY2024-09		
4 5 6 7 8	AN ORDINANCE OF THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH AMENDING KODIAK ISLAND BOROUGH CODE TITLE 3 REVENUE AND FINANCE, CHAPTER 3.35 REAL PROPERTY TAX, SECTION 3.35.030 REAL AND PERSONAL PROPERTY EXEMPTED FROM TAXATION AND 3.35.050 and 3.35.055 REGARDING BOARD OF EQUALIZATION		
9 10 11 12	WHEREAS, Kodiak Island Borough Code 3.35.030 regarding Real and Personal Property Exempted from Taxation currently provides for the Borough Assessor's determination of exemption status to be appealed directly to the superior court; and		
12 13 14 15 16 17	WHEREAS, a recent Superior Court decision ruled that Alaska Statutes 29.45.200 provides the right to appeal the Borough Assessor's determination of exemption status to either the superior court or the Board of Equalization, and that a local ordinance cannot preclude the right to appeal to the Board of Equalization granted in the statutes; and		
17 18 19 20 21	WHEREAS, AS 29.45.200 provides that the governing body sits as the Board of Equalization to hear appeals from a determination of the assessor, and permits the governing body to delegate that role to one or more boards; and		
22 23 24 25 26	WHEREAS, the Assembly desires to designate the Assembly as the Board of Equalization for appeals from the Borough Assessor's determination of exemption status, leaving the appointed Board of Equalization as the body to hear appeals from the Borough Assessor's determination of valuation.		
20 27 28 29	NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH that:		
30 31 32	Section 1: This ordinance is of a general and permanent nature and shall become a part of the Kodiak Island Borough Code of Ordinances.		
33 34 35	Section 2: That section 3.35.030 of the Kodiak Island Borough Code of Ordinances is amended to read as follows:		
36 37	3.35.030 Real and personal property exempted from taxation.		
38	G. Administrative Review and Appeal for All Exemptions Except Community Purpose.		
39 40 41	1. If the assessor, after review of the application for exemption, determines that the property does not qualify for the exemption, the assessor will notify the applicant in writing denying the exemption and providing the reasons for the assessor's decision.		
42 43	2. The owner of record may, within 30 days of the date of mailing of the notice under (G)(1) of this section, either request a formal review meeting with reconsideration by the assessor		
	Ordinance No. FY2024-09 Page 1 of 10		

44 45	within 30 days of the date of the assessor's letter denying the exemption under this subsection (G)(2) or appeal the determination under subsection H.		
46	a. The assessor will notify the owner of record with the date of the meeting.		
47 48 49	b. The owner of record may present additional documentation and other evidence supporting their claim of exemption with their request for reconsideration at the review meeting for consideration by the assessor.		
50 51 52 53	c. b. Upon receipt of a timely request for reconsideration, the The assessor shall grant or deny the reconsideration. If reconsideration is granted, the assessor shall issue a new written final decision providing the reasons for the assessor's determination, within 30 days of the meeting. , will issue a letter with their final determination.		
54 55 56	c. A timely request for reconsideration suspends the time for appeal, and a new 30- day time limit for appeals under subsection H shall begin from the date of mailing of the assessor's decision on the reconsideration request.		
57 58	d. The assessor's final determination after a review meeting is a final administrative decision on the exemption and can be appealed as provided in subsection H of this section.		
59 60	3. Community purpose exemptions are reviewed in accordance with subsection (I)(7) of this section.		
61	H. Judicial Review of the Assessor's Denial of an Exemption Under AS 29.45.030.		
62 63 64 65 66 67	1. Having exhausted the administrative review, After an assessor's determination denying an exemption application in whole or in part, only the owner of record may appeal a decision by the assessor to deny an exemption under this section. , and must An appeal may be made either to the Assembly, sitting as a Board of Equalization under KIBC 3.35.055,(A)-(E) or to the Superior Court, Third Judicial District, State of Alaska, in accordance with Alaska Rule of Appellate Procedure 602 and AS29.45.200(c).		
68 69 70	2. An appeal of the assessor's denial of an application for exemption under this code must be filed within 30 days of date of mailing of the assessor's determination under $(G)(1)$ or $(G)(2)$ of this section denial.		
71 72	3. For purposes of computing time, the date that the assessor's written denial was mailed shall be deemed the date of the denial.		
73 74 75	Section 3: That section 3.35.050 Board of Equalization -Valuation Appeals of the Kodiak Island Borough Code of Ordinances is amended to read as follows:		
76	A. Membership – Qualification – Duties – Terms.		
77 78 79	1. <i>Members</i> . The board of equalization for hearing valuation appeals shall be composed of five persons, not assembly members, appointed by the assembly. At least two alternate members shall be appointed.		

2. *Qualifications*. Members and alternate members should be appointed on the basis of their
expertise in real and personal property appraisal, the real estate market, the personal property
market, and other fields related to their functions as board members. Each member shall be a
qualified voter of the borough and shall remain a resident of the borough while in office. Borough
employees may not be appointed to serve on the board of equalization. unless they are employed
by the finance or assessing departments.

86
87
88
88
89
89
80
80
81
81
82
83
84
85
86
86
87
88
88
88
88
88
88
88
88
88
88
88
88
89
80
80
80
81
81
81
82
83
84
85
86
86
87
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
88
89
89
80
80
81
81
81
81
81
82
83
84
85
86
86
87
87
88
88
88
89
89
89
80
80
81
81
81
82
82
83
84
84
84
85
85
86
86
86
86
86
86
86
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
87
<

4. *Terms of Office.* Upon confirmation, members and alternate members shall serve for three
years or until their successors are appointed and confirmed. Of the members initially appointed,
two shall serve three-year terms, two shall serve two-year terms, and one shall serve a one-year
term.

93 5. *Hearing Dates.* The board shall commence hearings on the first Monday in May, unless
94 otherwise changed by resolution. Hearings will continue from day to day as established by the
95 board and the borough clerk until all properly filed appeals have been heard.

96 B. *Chairperson.* The board annually shall elect a member to serve as its chairperson. The 97 chairperson may call meetings of the board, shall exercise such control over meetings as to 98 ensure the fair and orderly resolution of appeals, shall make rulings on the admissibility of 99 evidence, and shall conduct the proceedings of the board in conformity with this chapter. A vice-9100 chairperson shall also be selected to serve in the chairperson's absence. If both are absent, the 9101 members present shall select a person to preside.

102 C. Appeals to the Board.

103 1. A person whose name appears on the assessment roll, or the authorized representative of 104 that person, may appeal to the board for relief for an alleged error in valuation not adjusted by the 105 assessor to the taxpayer's satisfaction. The authorized representative shall be named by the 106 property owner in writing to the assessor and board of equalization at the time of filing or no later 107 than three days in advance of hearing. The time requirement for providing a representative in 108 writing may be waived at the determination of the board during the hearing if good cause is shown 109 that may include, but not limited to, the following: stranded from Kodiak due to inclement weather, 110 serious medical condition, serious family emergency, or death in the family.

111
2. The appellant shall, within 30 calendar days after the date of mailing of notice of assessment,
112
113
113
114
114
115
115
2. The appellant shall, within 30 calendar days after the date of mailing of notice of assessment,
116
117
118
119
119
110
110
111
111
111
112
111
112
111
112
113
114
115
115
115
115
116
117
118
119
110
111
111
111
111
111
111
112
111
112
111
112
112
113
114
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
115
1

1163. The assessor shall notify the appellant by mail, and email if provided, of the time and place for117 the hearing and assign a docket number of appeal.

118
 14. If parties to whom notice was mailed as provided herein fail to appear, the board may proceed
 with the hearing in their absence. All parties, their authorized representatives, and witnesses must
 appear in person at the hearing.

121 5. The assessor shall prepare for use by the board of equalization a summary of assessment 122 data relating to each assessment that is appealed. This summary shall be provided to the board 123 and made available to the appellant at least 10 calendar days before the hearing. Summary of 124 assessment data for late-filed appeals granted by the board will be provided as soon as 125 practicable.

126
127
128
6. A city in the 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.

129
130
130
131
131
132
132
133
134
135
135
135
136
137
138
138
139
139
130
130
131
131
132
133
134
135
135
135
136
137
138
138
139
139
139
130
130
131
131
131
132
133
131
132
133
134
135
135
135
136
137
137
138
138
139
139
130
130
131
131
131
132
131
132
133
131
134
135
135
135
136
137
137
137
138
138
138
139
139
131
131
131
131
131
131
132
131
131
132
131
131
131
131
132
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131
131

134 On the next business day following the deadline to file a late-file request or as soon as is 135 practicable, the board shall consider each letter and shall only consider reasons the appellant 136 was unable to comply with the 30-day appeal period. It shall not consider evidence regarding 137 property valuation. The appellant may not make an oral presentation at the hearing. The 138 determination shall be based on the letter and supporting documents. The board shall interpret 139 the term "unable to comply" as meaning that a property owner must demonstrate compelling 140 reasons or circumstances which would prevent a reasonable person under the circumstances 141 from filing an appeal in a timely manner during the 30-day appeal period.

If the late-file request is granted, the property owner shall have five calendar days from the decision of the board to file an appeal and submit to the assessor's office all documentary evidence in their possession which they wish to be considered and which is relevant to the resolution of the appeal. If the late-file request is denied, the assessor shall notify the property owner of the board's decision in writing.

- 147 D. Quorum and Voting.
- 148 **1.** *Quorum.* A quorum shall consist of four members.

149
150
150
151
151
2. *Voting.* The granting of any appeal or part thereof shall require the concurring vote of at least three board members. Any appeal or part thereof which is not granted by the board shall be considered denied.

152 E. Hearings – Procedures.

153
 1. *Record.* The clerk is the ex officio clerk of the board and shall prepare the board's minutes.
 154
 154 The clerk shall keep electronic recordings of the board's hearings per the borough retention
 155 schedule. The board of equalization summary certification will constitute the board's minutes.

 156
 157
 157
 158
 158
 159
 2. Counsel. All parties may be represented by counsel during hearings before the board. On procedural matters, the borough attorney may offer legal counsel to the board in the course of its proceedings. Upon the recommendation of the borough attorney, the board may retain legal counsel from another attorney for a particular matter. 160 **3**. *Appeal Number*. Every appeal shall be assigned an appeal number which, along with the name of the appellant, shall be read into the record before hearings on the appeal may commence.

162 4. Burden of Proof. The burden of proof rests with the appellant, who must convince the board 163 by clear and convincing evidence that the assessment was unequal, excessive, improper, or 164 undervalued based on the facts stated in a written appeal or proven at the appeal hearing in 165 accordance with subsections (E)(5) and (7) of this section. If the valuation is found to be too low, 166 the board may raise the assessment. The borough shall make available to the appellant all 167 reasonably pertinent documents requested for presentation of the appeal, including but not limited 168 to documents presented or requested by the board of equalization for presentation of the appeal 169 in accordance with subsection (C)(5) of this section.

170 5. Rules of Evidence. Evidence shall only be presented by the appellant and the assessor or their 171 authorized representative. The board shall not be restricted by the formal rules of evidence; 172 however, the board chairperson may exclude evidence irrelevant to the issues appealed. 173 Hearsay evidence may be considered, provided there are adequate guarantees of its 174 trustworthiness and that it is more probative on the point for which it is offered than any other 175 evidence which the proponent can procure by reasonable efforts. The appellant must submit to 176 the assessor's office by April 15th all documentary evidence in their possession which they wish 177 to be considered and which is relevant to the resolution of the appeal. Should April 15th fall on a 178 Saturday or Sunday, appellants shall have until 4:30 p.m. on the first Monday following to submit 179 their evidence.

180 This evidence includes but is not limited to purchase and closing documents, appraisal reports, 181 brokers' opinion of value, engineers' reports, estimates to repair, rent rolls, leases, and income 182 and expense information. The board of equalization may in its discretion decline to accept 183 documents offered at the hearing which should have been provided by April 15th. In exercising this discretion, the board shall consider the relevance and probative value of the documents which 184 185 are under consideration, accepting those documents which in all fairness are necessary to a fair resolution of the appeal. Prior to the board meeting, the appellant and assessor may agree to an 186 187 extension of time for the production of evidence.

- 188 6. *Order of Presentation.* The order of presentation is as follows:
- a. The appellant shall present evidence and argument not to exceed five minutes.
- b. Following the appellant, the assessor shall present the borough's evidence and argument notto exceed five minutes.
- 192 c. The appellant may make a rebuttal presentation directed solely to the issues raised by the193 assessor not to exceed two minutes.
- 194 d. The assessor may address the rebuttal by the appellant not to exceed two minutes.

Each party shall be allowed a total of five minutes to present evidence and make oral argument. The time limits allotted include presentations from either the appellant's or assessor's authorized representatives, counsels, or witnesses. Additional time may be permitted by the board depending on the complexity of the case. The members of the board may ask questions, through the chairperson, of either the appellant or the assessor, authorized representatives, counsels, or witnesses at any time during the hearing. After both the appellant and the assessor have made their presentations, each may question the other through the chairperson. The chairperson mayend the questioning and call for a motion from the other members.

7. Witnesses, Exhibits and Other Evidence. The appellant and the assessor may offer the oral testimony of witnesses and documentary evidence during the hearing. At the request of the appellant, evidence submitted pursuant to subsection (E)(5) of this section relating to the assessed valuation of property used in an income-producing commercial enterprise shall be confidential. The assessor and the appellant may stipulate to facts to be presented to the board, provided the assessor has received credible and reliable evidence to establish the facts.

The only exhibits that shall be admitted into the record at the hearing are those exhibits provided pursuant to subsection (E)(5) of this section. However, at the hearing, parties may use demonstrative or illustrative exhibits; provided, that all such exhibits are duplicates of exhibits or information provided to the board pursuant to subsection (E)(5) of this section. Additionally, witnesses may write on a board while orally testifying to illustrate their testimony. The limitation on the use of exhibits in this section shall not preclude the parties from presenting oral testimony at the hearing.

- 216 8. *Decisions*.
- a. The assessor may recommend changes to the existing value during the hearing.

b. After the appellant and assessor have presented their cases, the hearing shall be closed by
the chairperson, and no further evidence shall be offered or considered in deliberations unless a
member of the board of equalization asks for additional information from either party. Both parties
shall be given an equal opportunity to respond to any such requests for additional information.

c. The board may decide the appeal after the presentations, or it may defer a decision no later
than 30 days after the hearing date. Final board action shall be taken by motions that set out
specific findings of fact at the meeting and shall not be reconsidered, amended, or rescinded by
the board. Only one motion may be on the floor at a time, and the board shall vote on the motions
until its findings are established. The vote must be taken and entered in the permanent record of
the proceedings. The motions available for the board are:

- i. Motion to uphold the assessor's valuation.
- 229 ii. Motion to reduce the assessment.
- 230 iii. Motion to increase the assessment.
- iv. Motion to dismiss the appeal.
- 232 v. Motion to defer the decision.
- vi. Or any other motion set out in Alaska Statutes and regulations governing board of equalizationappeals.
- d. No later than 30 days following the hearing, the board shall render a written decision which
 includes findings of fact based on evidence presented at the hearing clearly stating the grounds

upon which the panel relied to reach its decision and advising all parties of their right to appealthe decision to superior court.

239
 239
 240
 240
 241
 242
 243
 244
 244
 244
 244
 244
 244
 244
 244
 244
 245
 246
 246
 247
 247
 248
 248
 249
 249
 249
 240
 240
 240
 240
 240
 240
 241
 241
 241
 242
 242
 243
 244
 244
 244
 244
 245
 246
 247
 247
 248
 248
 248
 249
 249
 240
 240
 240
 240
 240
 240
 240
 241
 241
 241
 241
 242
 242
 243
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244
 244

F. *Further Appeals.* Any appeal of a decision of the board of equalization on a valuation appeal
shall be made to the Superior Court, Third Judicial District, State of Alaska. No appeal of a board's
decision to the superior court may be taken unless the action is filed, and the borough attorney is
served with notice of such appeal within 30 days of the date of the mailing of following the
board's written decision.

246

247 **3.35.055 Board of Equalization-Exemption Appeals**

A. The board of equalization for hearing appeals from the assessor's denial of exemptions
 shall be the Assembly sitting as a board of equalization. The mayor will serve as the
 chairperson. In the absence of the mayor, the deputy presiding officer shall serve as the
 chairperson.

252 **B. Exemption appeals to the Board of Equalization**

253 1. A person whose name appears on the assessment roll, or the authorized representative 254 of that person, may appeal to the board from the assessor's determination denying an 255 exemption under KIBC 3.30.030(G). The authorized representative shall be named by the 256 property owner in writing to the assessor and board of equalization at the time of filing or 257 no later than three days in advance of hearing. The time requirement for providing a 258 representative in writing may be waived at the determination of the board during the 259 hearing if good cause is shown that may include, but not limited to, the following: stranded 260 from Kodiak due to inclement weather, serious medical condition, serious family 261 emergency, or death in the family.

262
 263
 263
 264
 264
 264
 265
 266
 266
 267
 268
 268
 269
 269
 269
 260
 260
 261
 261
 262
 263
 264
 264
 264
 264
 265
 266
 266
 266
 267
 268
 269
 269
 269
 260
 260
 261
 261
 262
 263
 264
 264
 264
 264
 264
 265
 266
 266
 266
 267
 268
 268
 269
 269
 269
 269
 269
 260
 260
 260
 261
 261
 262
 263
 264
 264
 264
 265
 266
 266
 267
 268
 268
 268
 269
 268
 269
 269
 269
 269
 269
 269
 269
 269
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260
 260

265
 3. The assessor shall notify the appellant by mail, and email if provided, of the time and
 266 place for the hearing and assign a number for the appeal.

4. If parties to whom notice was mailed as provided herein fail to appear, the board may
 proceed with the hearing in their absence. All parties, their authorized representatives, and
 witnesses must appear in person at the hearing.

5. The assessor shall prepare for use by the board of equalization a summary of
assessment and exemption data relating to each property exemption that is appealed. This
summary shall be provided to the board and the appellant at least 10 calendar days before
the hearing.

274 C. Quorum and Voting for the Assembly siting as a board of equalization.

275 **1.** *Quorum.* A quorum shall consist of four members.

2. Voting. The granting of any appeal or part thereof shall require the concurring vote of
at least four board members. Any appeal or part thereof which is not granted by the board
shall be considered denied. The chairperson may take part in the discussion. The
chairperson may not vote except in the case where only six members are present and there
is a three/three tie vote, provided, however, that if the deputy presiding officer serves as
the chairperson, the deputy presiding officer shall vote in the same manner as any other
board member.

283 D. Hearings – Procedures for the Assembly sitting as a board of equalization.

1. *Record.* The clerk is the ex officio clerk of the board and shall prepare the board's minutes. The clerk shall keep electronic recordings of the board's hearings per the borough retention schedule. The board of equalization summary certification will constitute the board's minutes.

288
 28. Counsel. All parties may be represented by counsel during hearings before the board.
 289
 290
 290
 291
 291
 292
 293
 294
 294
 295
 295
 296
 296
 297
 297
 298
 298
 298
 298
 298
 299
 299
 290
 290
 291
 291
 291
 291
 291
 292
 293
 294
 294
 294
 295
 296
 296
 297
 297
 298
 298
 298
 298
 298
 299
 299
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291
 291

- 292
 3. Appeal Number. Every appeal shall be assigned an appeal number which, along with
 293
 294
 294
 295
 296
 296
 297
 298
 298
 299
 299
 290
 290
 290
 291
 291
 292
 293
 294
 294
 294
 294
 294
 294
 295
 294
 294
 294
 295
 294
 294
 295
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 295
 294
 294
 294
 294
 294
 295
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 294
 <l
- 295 **4.** *Burden of Proof.* The burden of proof rests with the appellant.

296 5. Rules of Evidence. Evidence shall only be presented by the appellant and the assessor 297 or their authorized representative. The board shall not be restricted by the formal rules of 298 evidence: however, the board may exclude evidence irrelevant to the issues appealed. 299 Hearsay evidence may be considered, provided there are adequate guarantees of its 300 trustworthiness and that it is more probative on the point for which it is offered than any 301 other evidence which the proponent can procure by reasonable efforts. The appellant must 302 submit to the assessor's office, within ten (10) days of filing their request for appeal, all 303 documentary evidence in their possession which they wish to be considered and which is 304 relevant to the resolution of the appeal.

The board of equalization may in its discretion decline to accept documents offered at the hearing which should have been provided by the deadline in this subsection. In exercising this discretion, the board shall consider the relevance and probative value of the documents which are under consideration, accepting those documents which in all fairness are necessary to a fair resolution of the appeal. Prior to the board meeting, the appellant and assessor may agree to an extension of time for the production of evidence.

311 6. *Order of Presentation.* The order of presentation is as follows:

- 312 a. The appellant shall present evidence and argument not to exceed five minutes.
- b. Following the appellant, the assessor shall present the borough's evidence and
 argument not to exceed five minutes.
- c. The appellant may make a rebuttal presentation directed solely to the issues raised by
 the assessor not to exceed two minutes.
- 317 d. The assessor may address the rebuttal by the appellant not to exceed two minutes.

318 Each party shall be allowed a total of five minutes to present evidence and make oral 319 argument. The time limits allotted include presentations from either the appellant's or 320 assessor's authorized representatives, counsels, or witnesses. Additional time may be 321 permitted by the board depending on the complexity of the case. The members of the board may ask questions, through the chairperson, of either the appellant or the assessor. 322 323 authorized representatives, counsels, or witnesses at any time during the hearing. After 324 both the appellant and the assessor have made their presentations, each may question the 325 other through the chairperson. The chairperson may end the questioning and call for a 326 motion from the other members.

Witnesses, Exhibits and Other Evidence. The appellant and the assessor may offer the
 oral testimony of witnesses and documentary evidence during the hearing. At the request
 of the appellant, evidence submitted pursuant to subsection (D)(5) of this section relating
 proprietary financial records, shall be confidential. The assessor and the appellant may
 stipulate to facts to be presented to the board, provided the assessor has received credible
 and reliable evidence to establish the facts.

The only exhibits that shall be admitted into the record at the hearing are those exhibits provided pursuant to subsection (D)(5) of this section. However, at the hearing, parties may use demonstrative or illustrative exhibits; provided, that all such exhibits are duplicates of exhibits or information provided to the board pursuant to subsection (D)(5) of this section. Additionally, witnesses may write on a board while orally testifying to illustrate their testimony. The limitation on the use of exhibits in this section shall not preclude the parties from presenting oral testimony at the hearing.

- **8.** *Decisions.*
- a. The assessor may recommend changes to the assessor's determination during the hearing.

b. After the appellant and assessor have presented their cases, the hearing shall be closed
by the chairperson, and no further evidence shall be offered or considered in deliberations
unless a member of the board of equalization asks for additional information from either
party. Both parties shall be given an equal opportunity to respond to any such requests
for additional information.

c. The board may decide the appeal after the presentations, or it may defer a decision no
later than 30 days after the hearing date. Final board action shall be taken by motions that
set out specific findings of fact at the meeting and shall not be reconsidered, amended, or
rescinded by the board. Only one motion may be on the floor at a time, and the board shall

354	i. Motion to uphold the assessor's determination.		
355	ii. Motion to reverse the assessor's determination.		
356	iii. Motion to modify the assessor's determina	tion.	
357	iv. Motion to dismiss the appeal.		
358	v. Motion to defer the decision.		
359 360	vi. Or any other motion set out in Alaska Sta equalization appeals.	tutes and regulations governing board of	
361 362 363 364	d. No later than 30 days following the hearing, the board shall render a written decision which includes findings of fact based on evidence presented at the hearing clearly stating the grounds upon which the panel relied to reach its decision and advising all parties of their right to appeal the decision to superior court.		
365 366 367 368 369	F. E. Further Appeals. Any appeal of a decision of the board assembly sitting as the board of equalization on an exemption appeal shall be made to the Superior Court, Third Judicial District, State of Alaska. No appeal of a board's decision to the superior court may be taken unless the action is filed, and the borough attorney is served with notice of such appeal within 30 days of the date of the mailing of following the board's written decision.		
370 371 372	Effective Date: This ordinance takes effect upon adoption. (Note: KIBC 2.30.070 states an ordinance takes effect upon adoption or at a later date specified in the ordinance.)		
372 373 374	ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH THIS SECOND DAY OF NOVEMBER, 2023		
375			
	KODIAK ISLAND BOROUGH	ATTEST:	
	Scott And	Nora M. Jainer	
	Scott Arndt, Mayor	Nova M. Javier, MMC Borough Clerk	
376 377 378	Introduced by: Mayor and Assembly First reading: 10/19/2023		
379 380	Second reading/public hearing: 11/02/2023		
381	VOTES:		
382 383	Ayes: Ames, Griffin, LeDoux, Sharratt, Smiley, Turner, & Whiteside Noes: None		
	Ordinance No. FY2024-09	Page 10 of 10	

vote on the motions until its findings are established. The vote must be taken and entered in the permanent record of the proceedings. The motions available for the board are:

352 353