



BOARD OF EQUALIZATION HEARING PROCEDURE

- I. Appellant and witnesses sworn in by the city clerk.**
- II. Appellant addresses the Board with testimony.**
- III. Board questions appellant.**
- IV. Assessing staff questions appellant.**
- V. Assessing staff addresses the board with testimony.**
- VI. Board questions assessing staff.**
- VII. Appellant questions assessing staff.**
- VIII. Appellant gives rebuttal. No new evidence can be introduced.**
- IX. Assessing staff gives rebuttal. No new evidence can be introduced.**
- X. Chairman asks for motion.**
- XI. Board discussion. Limited to only the board members, however technical questions may be addressed to the assessing staff.**
- XII. Roll call vote by the city clerk. A simple majority vote is needed to alter an assessed value.**