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**ASSESSMENT APPEALS BOARD**  
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San Francisco, CA 94102-4697

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## MEMORANDUM

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Date: July 22, 2020  
To: Honorable Members, Board of Supervisors  
From: Alistair Gibson, Acting as Administrator  
Subject: Assessment Appeals Board Vacancy

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This memorandum is to address questions by Supervisor Aaron Peskin pertaining to the number of vacancies available on the San Francisco Assessment Appeals Board that arose during the discussion of item 51, File No. 200779 Motion urging Governor Newsom to issue an Executive Order tolling the 2-year deadline, during the Board of Supervisors meeting on July 21, 2020.

The Assessment Appeals Board has three active Boards: Board No. 1, No. 2 and No. 3.

Board No. 1 has jurisdiction to hear all secured and unsecured properties without limitation. The general jurisdiction of Board No. 1 is assigned to real property located within Assessor's Blocks 1 through 876, Blocks 3701 through 3899, all possessory interest appeals and property on secured and unsecured roll assessed at \$50 million or more.

Board No. 2 and No. 3 has jurisdiction to hear all secured and unsecured properties assessed at less than \$50 million excluding applications involving possessory interest or real property located within Assessor's Blocks 1 through 876 and Blocks 3701 through 3899.

Each board is comprised of 5 Regular Seats and 3 Alternate Seats. The breakdown of vacancies are as follows:

- Assessment Appeals Board No. 1
  - Vacant Regular Seat 5, term ending 9/6/2021
- Assessment Appeals Board No. 2
  - Vacant Seat 6, term ending 9/6/2021
- Assessment Appeals Board No. 3
  - Vacant Seat 2, term ending 9/6/2021
  - Vacant Seat 3, term ending 9/7/2023
  - Vacant Seat 6, term ending 9/5/2022
  - Vacant Seat 7, term ending 9/6/2021
  - Vacant Seat 8, term ending 9/4/2023

Board 3 was created to diminish the backlog that AAB incurred during the downturn of the market to hear and decide the assessments for single family-residences, condos, townhomes, co-ops and building with four units of less, without attachment of any commercial property. There were five members on Board No. 3 and some have assumed seats on Board Nos. 1 or 2.

To solicit interest from qualified members of the public, we send outreach letters to several professional organization groups annually and post notices through outreach advertisement. I will be actively recruiting to fill the vacancies on all three Boards. If you know of qualified individuals, please encourage them to complete a Vacancy Application and/or contact the Assessment Appeals Board ([aab@sfgov.org](mailto:aab@sfgov.org)) so I can walk them through the application process.

If you have any questions, please feel free to contact me directly. Thank you.

Alistair Gibson  
Acting as Administrator