

AGENDA
LAKE MILLS BOARD OF REVIEW
May 23, 2017
5:00 p.m.
City Hall, Room 231 – 200 Water Street

1. Call to Order.
2. Roll Call.
3. Selection of Chairman and Vice Chairman.
4. Verify that a BOR member has met the mandatory training requirements.
5. Verify the City has an ordinance for the confidentiality of income and expenses information provided to the assessor under state law (sec. 70.47(7)(af).
6. Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony.
7. Adoption of policy regarding the procedure for waiver of Board of Review hearing requests.
8. Acceptance of the assessment roll and sworn statements from the Clerk and verification that the Assessor's affidavit has been signed.
9. Examine the 2017 assessment roll valuations of real and personal property therein, correct all errors in description or computation, add omitted or eliminate double assessed property.
10. Certify all corrections of errors under state law (sec.70.43 Wis. Stats)
11. Schedule hearings for written objections to be heard and address objections to assessments as allowed by State Statutes.
12. During the first two hours, consideration of:
 - Waivers of the required 48-hour notice of intent to file an objection when there is good cause.
 - Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court.
 - Requests to testify by telephone or submit sworn written statement.
13. Hear written objection if notice was given by the BOR to the property owner and Assessor at least 48 hours earlier, or if both waive the 48-hour notice requirement.
14. Consideration of scheduling additional Board of Review dates.
15. Adjournment.