

TOWN OF RED CEDAR

BOARD OF REVIEW
Tuesday, May 30, 2017
6:00 p.m. to 8:00 p.m.

Agenda

1. Call to order.
2. Roll call.
3. Verification of public notices.
4. Select a Chairperson for Board of Review.
5. Verify that at least one member has met the mandatory training requirements.
6. Verify that the town has an ordinance for confidentiality of income and expense information provided to Assessor under Wis. Stats. 70.47(7)(af) and an ordinance outlining the procedures for sworn telephone testimony and sworn written testimony.
7. Filing and summary of Annual Assessment Report by Assessor's Office.
8. Receipt of the Assessment Roll by Clerk from the Assessor.
9. Receive the Assessment Roll and sworn statements from the Clerk.
10. Review the Assessment Roll and perform statutory duties:
 - (a) Examine the roll;
 - (b) Correct description or calculation errors;
 - (c) Add omitted property; and
 - (d) Eliminate double assessed property.
11. Discussion/Action – certify all corrections of error under Wis. Stats. 70.43.
12. Discussion/Action – Verify with the assessor that open book changes are included in the Assessment Roll.
13. Allow taxpayers to examine assessment data.
14. Consideration of:
 - (a) Waivers of the required 48-hour notice of intent to file an objection when there is good cause;
 - (b) Requests for waiver of the BOR hearing allowing the property owner an appeal directly to the Circuit Court;
 - (c) Requests to testify by telephone or submit sworn written statement;
 - (d) Subpoena requests; and
 - (e) Act on any other legally allowed/required Board of Review matters.
15. Review Notices of Intent to File Objection.
16. Proceed to hear objections if property notice/waivers provided unless scheduled for another date.
17. Consider/act on scheduling additional Board of Review date(s).
18. Adjourn (to future date if necessary).

Cheryl Miller, Clerk

May 15, 2017

(A notice of this meeting was published in the Dunn County News, and the full Agenda was posted by the Town Clerk at least 24 hours prior to the meeting as required by Wisconsin Statutes)

Posted on May 15, 2017