



BOARD OF REVIEW

Thursday, August 18, 2022 at 10:00 a.m.

31275 W County Road K, Chenequa, Wisconsin 53029

- 1) Call Board of Review (BOR) to Order
- 2) Roll Call
- 3) Confirmation of appropriate BOR and Open Meeting Notices
- 4) Confirmation of Chairperson for BOR
- 5) Confirmation of Vice-Chairperson for BOR
- 6) Verify that at least one (1) BOR member has met the mandatory training requirement
- 7) Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law [Wis. Stat. § 70.47(7)(af)]
- 8) Review of new laws
- 9) Filing and summary of Annual Assessment Report by Assessor
- 10) Receipt of the Assessment Roll by Clerk from the Assessor
- 11) Receive the Assessment Roll and Sworn Statements from Clerk
- 12) Review the Assessment Roll and Perform Statutory Duties:
 - Examine the roll
 - Correct description or calculation errors
 - Add omitted property, and
 - Eliminate double assessed property.
- 13) Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43)
- 14) Discussion/Action – Verify with the Assessor that Open Book changes are included in the Assessment Roll
- 15) Allow Taxpayers to examine assessment data
- 16) 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,
 - Subpoena requests, and
 - Act on any other legally allowed/required Board of Review matters.
- 17) Review Notices of Intent to File Objection
- 18) Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date
- 19) Consider/Act – Scheduling additional BOR date(s) (if necessary)
- 20) Adjourn (to future date if necessary)

Respectfully submitted by:
Jeanne O'Brien, Village Clerk

Join Zoom Meeting

<https://us02web.zoom.us/j/85725811493?pwd=MEpDZW1lZW5rbERmN1hoUTRlZXFNUt09>

Meeting ID: 857 2581 1493

Passcode: 852342

One tap mobile +13126266799

Request from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Administrator with as much advance notice as possible.

NOTICE OF POSTING TO VILLAGE HALL BULLETIN & WEBSITE

Village Clerk posted this agenda on August 15, 2022 by 4:30 PM