



BOARD OF REVIEW

Wednesday, June 4, 2025 at 10:00 a.m.

31275 W County Road K, Chenequa, Wisconsin 53029

This is official agenda notice of the Board of Review, on Wednesday, June 4, 2025, at 10 a.m. in the Village Board Room.

Call Board of Review (BOR) to Order.

- 1) Roll Call.
- 2) Confirmation of appropriate Notices.
- 3) Verification of mandatory training requirement.
- 4) 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)]
- 5) Filing and summary of Annual Reports by Assessor.
- 6) Receipt of the Assessment Roll by Clerk from the Assessor.
- 7) Review the Assessment Roll and Perform Statutory Duties:
 - Examine the roll.
 - Correct description or calculation errors.
 - Add omitted property, and
 - Eliminate double assessed property.
- 8) Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43).
- 9) Discussion/Action – Verify with the Assessor that Open Book changes are included in the Assessment Roll.
- 10) Allow Taxpayers to examine assessment data.
- 11) 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.
- 12) Review Notices of Intent to File Objection.
- 13) Proceed to schedule or hear objections, if any and if proper notice/waivers given unless scheduled for another date.
 - a. Objection to Real Property Assessment.
- 14) Consider/Act – Scheduling additional BOR date(s) (if necessary).
- 15) Adjourn (to future date if necessary).

Respectfully submitted by:

Deanna Braunschweig

Village Clerk – Treasurer

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 May 29, 2025 by 4:30 PM