

Town of Riverview 15471 Hwy 32 Mountain WI
Board of Review Monday June 9th, 2021 12:30pm-2:30pm
Agenda

1. Call Board of review to order.
2. Roll call.
3. Confirmation of appropriate board of review and open meeting notices.
4. Select a chairperson for the BOR.
5. Select a vice chairperson for the BOR.
6. Verify that a member has met the training requirements.
7. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (ec. 70.47 (7)(af).
8. Review new laws.
9. Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony .
10. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
11. Filing and summary of Annual Assessment Report by Assessor's office.
12. Receipt of Assessment Roll by clerk from the Assessor.
13. Receive the Assessment roll and sworn statements from the clerk.
14. Review the Assessment roll and perform statutory duties:
Examine the roll, correct description or calculation errors, add omitted property, and eliminate double assessed property.
15. Discussion/Action-certify all corrections of error under state law (sec.70.43, WI. Stats)
16. Discussion/Action-verify with the assessor that the open book changes are included in the assessment roll.
17. Allow taxpayers to examine assessment data.
18. During the first two hours, 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 circuit court.
19. Review notices of intent to file objection.
20. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date.
21. Consider/act on scheduling additional BOR date(s).
22. Adjourn (to future date if necessary).

Beth Hartman - Town Clerk - Town of Riverview