Village of Mukwonago

2018 BOARD OF REVIEW MEETING

Notice of Meeting and Agenda

# Wednesday, September 26, 2018

# Time: 4:00 p.m.

# Place: Mukwonago Municipal Building/Board Room, 440 River Crest Court

1. Call to Order
2. Roll Call
3. Verify that Member(s) have Met the Mandatory Training Requirements
4. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the assessor under Wis. Stat. §70.47(7)(af)
5. Review of new laws
6. Re-affirmation of policy on procedure for sworn telephone or sworn written testimony requests
7. Re-affirmation of policy on procedure for waiver of board of review hearing requests
8. Filing and summary of Annual Assessment Report by Assessor’s Office
9. Receipt of the Assessment Roll by Clerk from the Assessor and sworn statements from the Clerk
10. Examine the Roll and Correct Errors in Description of Computation and add omitted or eliminate double assessed property
11. Certification of corrections to 2017 real estate assessments pursuant to Wis. Stat. §70.43:
12. Verify with the Assessor that open book changes have been included in the Assessment Roll
13. Allow taxpayers to examine assessment data
14. Consideration of:
    1. Waivers of the required 48-hour notice of intent to file an objection when there is no good cause
    2. Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court
    3. Requests to testify by telephone or submit sworn written statement
    4. Subpoena requests
    5. Action on any other legally allowed/required Board of Review matters
15. Review notices of intent to file objection
16. Hearings and Decisions on Objections
    1. Tax Key MUKV 2013-994-001; Wal-Mart; Request for Waiver
    2. Tax Key MUKV 2091-024; Owner: James Lossmann
    3. Tax Key MUKV 1973-173; Owner: John and Sharon Croft
    4. Tax Key MUKV 1974-971; Owner: Daniel Leister
17. Opportunity for Objectors Who Do Not Give Their Intent and Appear to Give Reason to the Board as to Why They Should be Heard

## Consider scheduling additional Board of Review Date(s) (if needed)

## Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerks Office, 440 River Crest Court, (262) 363-6420.