



BOARD OF REVIEW
TUESDAY, AUGUST 23, 2016 – 9:00 AM
CITY HALL BUILDING, COUNCIL CHAMBERS

AMENDED AGENDA

****Amended time from
5:00pm to 9:00am****

1. Call Meeting to order
2. Roll Call
3. Approval of Minutes from May 23, 2016 meeting as prepared and distributed
4. Verification that at least one member has met the mandatory training requirements specified in Wis. Stats. §70.46 (4)
5. Announcement that Notices of Assessment were mailed on July 6, 2016 and Open Book session was held on July 20, 2016
6. Review and Examination of Assessment Roll
7. Objectors to be heard
8. Deliberations
9. Adjourn

*This meeting is taped for public record.
No official Council action will be taken; however, a quorum of the Council will be present.*

8/16/16 5:35 pm
cc:
Alderman Gelting
Alderman Kordus
Alderman Howell
Alderman Skates
Alternate – Alderman Chappell
Mayor Kupsik
City Clerk Waswo
City Attorney Draper
Accurate Assessor

NOTICE OF THE BOARD OF REVIEW
FOR THE
CITY OF LAKE GENEVA

NOTICE IS HEREBY GIVEN that the Board of Review for the City of Lake Geneva of Walworth County shall hold its meeting on the 23rd day of August, 2016 at 9:00 A.M., at the City Hall, Council Chambers, 626 Geneva Street, Lake Geneva, Wisconsin.

Please be advised of the following requirements to appear before the Board of Review and procedural requirements if appealing before the Board:

No person shall be allowed to appear before the Board of Review, to testify to the Board by telephone, to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the Assessor to view such property.

After the first meeting of the Board of Review and before the Board's final adjournment, no person who is scheduled to appear before the Board may contact, or provide information to a member of the Board about the person's objection except at a session of the Board.

No person may appear before the board of review, testify to the board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard if the objection is allowed under sub. § 70.47(3)(a) of Wisconsin Statutes, that person provides to the clerk of the board of review notice as to whether the person will ask for removal under sub. § 70.47(6m)(a) of Wisconsin Statutes, and if so which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the Board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the board of review, testify to the board by telephone or object to a valuation; if that valuation was made by the assessor or the objector using the income method; unless the person supplies to the assessor all of the information about income and expenses, as specified in the manual under § 73.03 (2a) of Wisconsin Statutes, that the assessor requests. The City of Lake Geneva provides by ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determines that it is inaccurate, is not subject to the right of inspection and copying under § 19.35 (1) of Wisconsin Statutes.

The board shall hear upon oath all persons who appear before it in relation to the assessment. Instead of appearing in person at the hearing, the board may allow the property owner, or the property owner's representative, at the request of either person, to appear before the board, under oath, by telephone or to submit written statements, under oath, to the board. The Board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, osteopath, physician assistant, as defined in § 448.01(6) of Wisconsin Statutes, or advanced practice nurse prescriber certified under § 441.16(2) of Wisconsin Statutes that confirms their illness or disability. At the request of the property owner or the property owner's representative, the board may postpone and reschedule a hearing under this subsection, but may not postpone and reschedule a hearing more than once during the same session for the same property.

Dated this 16th day of August, 2016

Respectfully Submitted, City of Lake Geneva, Wisconsin
Sabrina Waswo
Lake Geneva City Clerk