

BOARD OF REVIEW
Town of Bloomington
Monday May 13th, 2019, 7:00 PM TO 9:00 PM
Township of Bloomington Town Hall

AGENDA:

1. Clerk Calls Board of Review to order.
2. Roll Call.
3. Confirmation of appropriate Board of Review & Open Meeting notices.
4. Select a Chairperson for Board of Review.
5. Select a Vice-Chairperson for Board of Review.
6. Verify that a member has met the mandatory training requirements.
7. Verify that the Township has an ordinance for the confidentiality of income & expense information provided to the assessor under state law (sec. 70.47(7)(af).
8. Review of new laws.
9. Verify that the Township has a policy regarding the procedure for sworn telephone testimony & sworn written testimony.
10. Verify that the Township has a policy regarding the procedure for waiver of Board of Review hearing requests.
11. Summary of Annual Assessment Report by Assessor.
12. Receipt of the Assessment Roll by Clerk from the Assessor.
13. Receive the Assessment roll and & sworn statements from the clerk.
14. Discussion/Action – Certify all corrections of error under state law (sec. 70.43, WIs Stats.).
15. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll.
16. Review the Assessment Roll and Perform Statutory Duties:
 - Examine the roll,
 - Correct description or calculation errors,
 - Add omitted property, and
 - Eliminate double assessed property.
17. During 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.
18. Review Notices of Intent to File Objection.
19. Proceed to hear objections, if any & proper notice/waivers given unless scheduled for another date.
20. Consider/act on scheduling additional Board of Review Date(s).
21. Adjourn (to future date if necessary).

Posted on May 8th, 2019
Jane Patterson-Clerk
Township of Bloomington