



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Agenda

Board of Review

Tuesday, June 5, 2018

5:30 PM

Common Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

Call to Order

Board Members Take Oath of Office

Roll Call

Approval of Minutes

[18-0536](#) Minutes of Board of Review of 5/24/17 and 8/29/17.

Attachments: [2017 Minutes.pdf](#)

Election of Chair and Vice-Chair

Discussion and Action Items

[18-0543](#) Notice of meeting published in Herald-Times-Reporter on 4-15-18

Attachments: [18-0543.pdf](#)

[18-0540](#) Public Notice of Meeting Posted on 4-16-18

Attachments: [18-0540.pdf](#)

[18-0560](#) Verify that member(s) have met the mandatory training requirements. City Clerk Deborah Neuser and Alderperson Rhienna Gabriel have completed the training.

Attachments: [training.pdf](#)

[18-0559](#) Verify City has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af). Municipal Code Section 23.140

Attachments: [confidential.pdf](#)

[18-0537](#) Assessor's Affidavit relative to completion of the 2018 assessment roll. Receipt of Assessment Roll by Clerk from Assessor.

[18-0538](#) Attorney reviews role and duties of members of the Board of Review and procedures to be followed.

[18-0539](#) Annual Assessment Report by Assessor, current level of assessment and review of Uniform Standards regulating Assessors.

[18-0542](#) ASSESSOR'S CHANGES: 1) Certify all corrections of error under state law (sec 70.43 Wis. Stats); 2) Verify with Assessor that open book changes are included in the assessment roll.

[18-0541](#) Allow taxpayers to examine assessment data.

Assessor Takes Oath of Office

Waivers of the Required 48-hour notice of intent to file an objection, when there is good cause

Requests for Waiver of Board of Review Hearing allowing property owner an appeal directly to Circuit Court

[18-0571](#) Request of Lowe's Home Centers, LLC, Daniel P. Deveny, Fredrikson & Byron, PA, Agent, for Request for Waiver of Board of Review Hearing relative to objection to assessment of parcel 835-101-666.

Attachments: [18-0571.pdf](#)

Requests to Testify by Telephone or submit sworn written statement, Subpoena requests & act on any other legally allowed Board of Review matters

Review Notices of Intent to File Objection

Hear Objections to Assessments (Real and Personal Property)

Consider scheduling additional Board of Review Dates, if needed.

Adjournment

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.