Board of Review

Meeting Notice and Agenda

Village of Cross Plains
2417 Brewery Road, PO Box 97
Cross Plains, WI 53528
(608) 798-3241

5:00 pm – Monday, June 1, 2015

Assessor makes Open Book changes and signs the Assessment Roll.

I. Call to Order and Roll Call

II. Select a Chairperson and Vice-Chairperson of the Board of Review

III. Verify that a member has met the mandatory training requirements specified in sec. 70.46(4), Wis. Stats.

IV. Discussion and action to approve the minutes from the regular meeting held on July 14, 2014.

IV. Hearings

- Receiving signed objection form from objector. Form must include objector's opinion of value of property and specify the information used to arrive at that value. All questions should be answered.
- Did Objector give 48 hour notice of intent to appear? If not, need to show good cause for not giving notice.
- Did both Objector and assessor receive 48 hour notice of time of hearing? If not, do both waive the 48 hour notice?
- Swear in Objector and Village Assessor
- Hear evidence from Objector (facts and pertinent data only)
- Hear defense by Village Assessor
- Board asks pertinent questions about testimony given. Objector and Village Assessor may also ask questions.
- Close the Hearing

V. Deliberations for any Hearings

- Each case will be considered separately. Village Assessor's valuation is presumed correct unless evidence presented in the Hearing proves it is not.
- Decisions by roll call vote to be based only on oral testimony presented. The Board shall state the correct assessment and on what evidence the decision was based on.
- No further testimony can be requested unless both Village Assessor and Objector are present (may subpoena witnesses) and the Hearing is reopened.
- Roll Call Vote

VI. Clerk makes any corrections to roll in red.

VII. Report from Village Assessor on Assessment Changes and Ag Use Penalties

VIII. Examine Assessment Roll

- Affidavit signed by Village Assessor
- Examine Real Estate portion of roll
- Examine Personal Property portion of roll

IX. Prepare and mail notices of decisions

X. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. 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. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.