

## 2019 BOARD OF REVIEW MEETING MINUTES – April 29, 2019

Coenen called the initial meeting of the 2019 Board of Review to order at 8:30 am and confirmed appropriate notice had been given and posted in three public places per State Statute.

**Roll Call:** Richard Schlieve, Karen Springob and Leslie Kleba

**Excused:** Mark Gempeler and Bonnie Goodson

**Staff present:** City Assessor Judy Hassmann, Grota Appraisals and Diane Coenen, Clerk

**Update/Comments by Assessor** – Hassmann stated the assessment roll is not complete. She passed out a spreadsheet titled 2019 Summary of Reasons for Change and went over the factors for the decreases and increases in assessed values. She also stated Grota still had approx. 50 outstanding residential properties to assess as well as some commercial property.

**Set Date to Hear Objections to Assessments by Property Owners** – Coenen suggested an adjourned date of Tuesday, August 8, starting at 8:15 am for the Board to hear any appeals that may be filed. Open Book will be scheduled for Wednesday, July 10 from 9 – 11 am. Motion by Schlieve to set Board of Review for August 8, 2019 from 8:15 am with hearings to start at 8:30 am; second by Springob. Motion carried 3-0.

**Selection of Chairman for 2019 Board of Review** – Springob nominated Schlieve. There being no further nominations, motion by Springob to cast a unanimous ballot for Schlieve for Chairman of the 2019 Board of Review; second by Kleba. Motion carried 3-0.

**Selection of Vice-Chairman for 2019 Board of Review** – Springob nominated Kleba. There being no further nominations, motion by Springob to cast a unanimous ballot for Kleba for Vice-Chairman of the 2019 Board of Review; second by Schlieve. Motion carried 3-0.

**Consider/act on scheduling process for objections (Board or Clerk's office)** – Coenen asked the Board if they wished to schedule potential hearings or delegate the scheduling to the Clerk's office. Coenen recommended scheduling a half hour for each residential hearing and an hour for commercial objections. Motion by Schlieve to have the Clerk's office schedule hearings for objections submitted; second by Springob. Motion carried 3-0.

Motion by Schlieve to adjourn the Board of Review meeting; second by Springob. Motion carried 3-0. The meeting adjourned at 8:53 am.

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Diane Coenen, City Clerk