

MEETING: REGULAR MEETING OF THE BOARD OF REVIEW
DATE & TIME: Wednesday, June 4, 2025 at 10:00 AM
LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road

NOTICE: Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration. Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

AGENDA

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. CONFIRMATION OF APPROPRIATE BOARD OF REVIEW AND OPEN MEETINGS NOTICES:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
 - A. Open Book Notice and Two Hour Meeting Notice
- IV. VERIFICATION OF TRAINING:**
- V. SELECT A BOARD OF REVIEW CHAIRPERSON:**
- VI. SELECT A BOARD OF REVIEW VICE- CHAIRPERSON:**
- VII. APPROVAL OF MINUTES:**
 - A. Regular Meeting held October 10, 2024 (FORTHCOMING).
- VIII. VERIFICATION OF AN ORDINANCE FOR CONFIDENTIALITY OF INCOME AND EXPENSE INFORMATION:** *Under State Law - sec. 70.17(7)(af)*
 - A. Village of Germantown Municipal Code 1.11(3)
- IX. CHAIRPERSON AND BOARD OF REVIEW CLERK TO OUTLINE BOARD OF REVIEW HEARING PROCEDURES:**
 - A. Waiver Policy
 - B. Telephone Testimony Policy
- X. ASSESORS REPORT:**
- XI. REVIEW OF NEW LAWS:**
- XII. RECEIPT OF THE 2025 ASSESSMENT ROLL BY THE CLERK AND SWORN AFFIDAVIT FROM THE ASSESSOR:**
- XIII. REVIEW THE 2025 ASSESSMENT ROLL AND PERFORM STATUTORY DUTIES:**
 - A. Examine the roll
 - B. Correct description or calculation errors (if warranted)
 - C. Add omitted property(ies) (if warranted)
 - D. Eliminate double assessed property(ies) (if warranted)
- XIV. DISCUSSION/ACTION - CERTIFY ALL CORRECTIONS OF ERROR UNDER STATE LAW:** *sec 70.43, Wis. Stats.*

XV. DISCUSSION/ACTION - VERIFY WITH THE ASSESSOR THAT OPEN BOOK CHANGES ARE INCLUDED IN THE ASSESSMENT ROLL PRESENTED:

XVI. ALLOW TAXPAYERS TO EXAMINE ASSESSMENT DATA:

XVII. DURING THE FIRST TWO HOURS, CONSIDERATION OF:

- A. Waivers of the required 48-hour notice of intent to file an objection when there is good cause.
- B. Requests for Board of Review hearing waiver to allow the property owner, its representative, or agent, an appeal directly to circuit court.
- C. Requests for sworn telephone testimony and sworn written testimony.
- D. Subpoena requests.
- E. Action on any other legally allowed or required Board of Review matters.

XVIII. REVIEW NOTICES OF INTENT TO FILE OBJECTION:

XIX. PROCEED TO HEAR OBJECTIONS: *If any and if proper notice/waivers given, unless scheduled for another date.*

- A. Objections to Real Property

XX. CONSIDERATION OF ASSESSOR'S SUBPOENA(S): *As needed.*

XXI. DISCUSSION/ACTION ON SCHEDULING ADDITIONAL BOARD OF REVIEW DATE(S): *If needed.*

XXII. DISCUSSION/ACTION TO APPROVE THE 2025 ASSESSMENT ROLL AS CORRECTED BY THE ASSESSOR: *If corrections were made*

XXIII. ADJOURNMENT: *To a future date (if necessary) or if none, adjourn sine die.*

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.