

**Proceedings of the Board of Review
City of Weyauwega
Thursday, October 26, 2023**

Administration of Oaths were given to new members Holly King, Nick Gunderson and Kaitlyn Appleby before the first meeting that was held May 23, 2023. Oath for Assessor Jake Baumbach with Associated Appraisals was received by Clerk Rebecca Loehrke.

The Board of Review meeting was called to order at 3:00 pm by Keith Najdowski at the Weyauwega Municipal Building Council Chambers, roll call was taken. Members present: Keith Najdowski, Paul Buchholz, Nick Gunderson and Holly King. Not present: Kaitlyn Appleby. Also present were Jake Baumbach with Associated Appraisals and City Clerk Rebecca Loehrke.

Keith Najdowski was nominated for chairperson. *Motion Buchholz, second Gunderson, to appoint Keith Najdowski as chairperson. Motion carried with all "ayes".*

Motion Najdowski, second Gunderson, to approve the Board of Review minutes from April 26, 2022 and May 23, 2023 First Meeting. Motion carried with all "ayes."

Verify that a member has met the mandatory training requirements: It was noted that Holly King, Nicholas Gunderson and Kaitlyn Appleby viewed the training videos by the Local Government Education Program. The Board has met the mandatory training requirements.

Verify ordinance on file relating to the Confidentiality of Information about Income and Expenses Requested by the Assessor in Property Assessment Matter: Ordinance is on file with a copy in the meeting packet.

Receipt of the Assessment Roll by clerk from the Assessor: The clerk is in possession of the assessment roll from the Waupaca County Treasurer's Office. Assessor Baumbach also gave her a copy with noted changes that took place after 10/19/2023.

Receive the Assessment roll and sworn statements from the clerk: The Board was presented with the assessment roll to review.

Review the Assessment Roll and Perform Statutory Duties: Assessor Baumbach reported that the City's level of assessment is at 100%. Equalized value is a little higher and 102.5% which shows sales numbers are a little higher than the Department of Revenue numbers. There were 7 changes made since he balanced with the County last week. The City is now in compliance and uniformly assessed throughout the City. Total value went up about 40 million from the previous year. Personal Property will not be on the roll next year. The State of Wisconsin and Assessor are still working on how to work through the changes in personal property reporting for next year. Assessor Baumbach had approximately 56 appointments at Open Book that results in 42 changes made and 15 no value changes. The Board examined the roll and found no errors, omitted property or double assessed properties.

Discussion /Action – Certify all corrections of error under state law (sec. 70.43, Wis. Stats.): No errors were found.

Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll: Assessor Baumbach noted that the open book changes were already included in the assessment roll. He also had 7 changes that were made from the time the County printed the assessment roll to just before the meeting today that were noted in the assessment roll in green ink.

Allow taxpayers to examine assessment data: No taxpayers were present.

Review Notices of Intent to File Objection: No objections were given.

Proceed to hear objections, if any: No objections were given.

Consider/act on scheduling additional Board of Review Dates: No additional meetings are necessary.

Motion Gunderson, second Najdowski, to adjourn at 5:00 p.m. Motion carried with all “ayes”.

Rebecca Loehrke
City Clerk