



Village Hall, 567-2757
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Police Dept., 567-1134
Building Inspector, 490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

**VILLAGE OF SUMMIT
2020 BOARD OF REVIEW**

Monday, May 18, 2020 @ 4:00 PM Village Hall – Community Room

Agenda:

1. Call Board of Review to order.
2. Roll Call & Confirmation of appropriate Board of Review and Open Meetings notices.
3. Discussion/Action – Select Chairperson & Vice-Chairperson for 2020 Board of Review.
4. Verify that a member has met the mandatory training requirements.
5. Review of new laws for 2020
6. Verification of previous adoption of policies regarding the procedure for sworn telephone testimony and sworn written testimony and procedure for waiver of Board of Review hearing requests.
7. Summary of Annual Assessment Report by Assessor's Office
8. Receipt of Assessment Roll by Clerk from Assessor
9. Receive the Assessment Roll and sworn statements from clerk
10. Review the 2020 Assessment Roll and Perform Statutory Duties: Examine the roll, Correct description or calculation errors, Add omitted property, and Eliminate double assessed property.
11. Discussion/Action – Certify all corrections of error under state law ([sec. 70.43, Wis. Stats.](#))
12. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll
13. Allow taxpayers to examine assessment data
14. During the first two hours, consideration of:
 - Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
 - Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court,
 - Requests to testify by telephone or submit sworn written statement, and
 - Act on any other legally allowed/required Board of Review matters.
15. Review Notices of Intent to File Objection
16. Proceed to hear objections, if any
17. Consider/act on scheduling additional Board of Review Date(s)
18. Adjourn (to future date if necessary).

Debra Michael, WCMC
Village Administrator Clerk/Treasurer
Village of Summit

Posted: May 14, 2020

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.
ALSO, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THAT MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TEL: 262-567-2757