

Board of Review

AGENDA

City Hall, 101 S. Second Street, Black River Falls, WI
Wednesday, May 28, 2025 – 10:00 A.M.

1. Clerk call the meeting to order
2. Roll call
3. Confirmation the Board of Review (BOR) meeting notice was properly published and posted.
4. Select a Chairperson for BOR – Action
5. Select a Vice-Chairperson for BOR – Action
6. Verify that at least one BOR member has met the mandatory training requirements
7. Verify that the city has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (Wis. Stat. §70.47(7)(af))
8. Verify the City has a resolution establishing BOR policy on procedure for sworn telephone or sworn written testimony requests.
9. Verify the City has a resolution establishing BOR policy on procedure for waiver of BOR hearing requests.
10. Receipt of assessment roll by the Clerk from the Assessor
11. Request for Waiver of Board of Review Hearing from Wal-Mart Real Estate Business Trust for parcel 206-2210.0000 located at 611 State Highway 54 – Action
12. Request to Testify by Telephone or Submit Sworn Written Statement at the Board of Review from Wal-Mart Real Estate Business Trust for parcel 206-2210.0000 located at 611 State Highway 54 – Action
13. Consider scheduling additional Board of Review date(s) for hearings
14. Review the assessment roll & perform statutory duties:
 - a. Examine roll
 - b. Correct descriptions or calculation errors
 - c. Add omitted properties
 - d. Eliminate double assessed property
15. Certify all corrections of error – Action
16. Verify with the assessor that Open Book changes are included in the assessment roll
17. Adjourn (To later date if necessary)