

**AGENDA FOR A MEETING OF THE BOARD OF REVIEW OF THE CITY  
OF DARLINGTON TO BE HELD ON MONDAY THE 25<sup>TH</sup> DAY OF  
NOVEMBER, 2024 AT 10:00 AM; WHICH MEETING IS TO BE HELD IN  
THE COUNCIL ROOM AT THE DARLINGTON MUNICIPAL BUILDING,  
DARLINGTON, WISCONSIN**

1. Call Board of Review (BOR) to order.
2. Roll call.
3. Confirmation that the meeting notice and agenda were properly posted.
4. Verify that the City has an ordinance for the confidentiality of income and expense information provided to the assessor under state law. (Wis Stats., 70.47(7) (af)).
5. Review of new laws.
6. Filing and summary of Annual Assessment Report by City Assessor.
7. Receipt of the Assessment Roll by Clerk from the City Assessor.
8. Receive the Assessment Roll and sworn statements from the Clerk.
9. Review the Assessment Roll and perform statutory duties: examine the roll; correct descriptions or calculation errors; add omitted property; and eliminate double assessed property.
10. Discussion and action if necessary, to certify all corrections of error under state law (Wis. Stats., 70.43).
11. Discussion and action if necessary to verify with the assessor that open book changes are included in the assessment roll.
12. Allow taxpayers to examine assessment data.
13. 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 waiver of the BOR hearing allowing the property owner an appeal directly to circuit court.
  - c) Requests to testify by telephone or submit sworn written statement.
  - d) Subpoena requests.
  - e) Act on any other legally allowed / required Board of Review matters.
14. Review Notices of Intent to File Objection.
15. Proceed to hear objections, if any and if proper notice / waivers given unless scheduled for another date.
16. Consider/act on scheduling additional Board of Review dates.
17. Adjourn/and or adjourn to future date if necessary.

Dated and posted at Darlington, Wisconsin this 14<sup>th</sup> day of October, 2024.

**CITY OF DARLINGTON**

By: \_\_\_\_\_  
Amy L. Johnson, Clerk-Treasurer

\*\*\* Other City of Darlington Council members may be attending this meeting. However only Board of Review members will be taking action on these agenda items.