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Supervisors
Edward Kranick
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Clerk/Treasurer
Dan Green

TOWN OF DELAFIELD BOARD OF REVIEW MEETING
Monday, July 28, 2021 – 5:00 P.M.
DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI

AGENDA

1. Call Board of Review to Order
2. Roll Call
3. Confirmation of appropriate BOR and Open Meetings notices.
4. Approval of Minutes from August 26, 2020.
5. Assessor's Annual Assessment Report.
6. Receive the Assessment Roll and Sworn Affidavit of the Town Assessor.
7. Examination, correction of errors and certification of corrections if warranted and acceptance of the 2021 assessment roll following a determination that open book changes are included in the assessment roll presented.
8. Review notices of Intent to File Objection (if any)
9. Hearings on Objections filed (if any):
10. Communications and any other business as authorized by law.
11. Adjournment of 2021 Board of Review to a future date if necessary, or if none, adjourn sine die.

Dan Green
Town of Delafield Administrator/Clerk/Treasurer

PLEASE NOTE:

- ✓ It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that 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. For additional information or to request this service, contact Town Clerk Dan Green (262) 646-2398.

Notice of the Board of Review for the Town of Delafield

NOTICE IS HEREBY GIVEN that the Board of Review for the Town of Delafield of Waukesha County, shall hold its first meeting on Tuesday, June 8, 2021 at 6:15 p.m., W302 N1254 Maple Avenue, Delafield, WI for the purpose of calling the board of Review into session during the forty-five day period beginning on the 4th Monday of April, pursuant to Sec. 70.47(1), Wis. Stats.

Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned until Monday, June 28, 2021 at 5:00 PM.

Pursuant to Sec. 70.47 (2), Wis Stats:

Please be advised of the following requirements to appear before the Board of Review and procedural requirements if appearing before the Board:

No person shall be allowed to appear before the Board of Review, to testify to the Board by telephone or contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the Assessor to view such property.

After the first meeting of the Board of Review and before the Board's final adjournment, no person who is scheduled to appear before the Board of Review may contact, or provide information to, a member of the Board about the person's objection except at a session of the Board.

No person may appear before the Board of Review, testify to the Board by telephone or to contest the amount of any assessment unless, at least 48 hours before the first meeting of the Board or at least 48 hours before the objection is heard if the objection is allowed under Sec. 70.47 (3)(a), Wis Stats, that person provides to the Clerk of the Board of Review notice as to whether the person will ask for removal under Sec. 70.47(6m)(a), Wis Stats, and, if so, which Member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the Board of Review, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject to the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the Board of Review, testify to the Board by telephone or object to a valuation; if that valuation was made by the Assessor or the Objector using the income method of valuation; unless the person supplies the Assessor all the information about income and expenses, as specified in the Assessor's manual under Sec. 73.03(2a) of Wis. Statutes, that the Assessor requests. The Town of Delafield has an ordinance for the confidentiality of information about income and expenses that is provided to the Assessor under this paragraph which provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their office or by order of a court. The information that is provided under this paragraph is not subject to the right of inspection and copying under Section 19.35(1) of Wis. Stats. Unless a court determines before the first meeting of the Board of Review that the information is inaccurate.

NOTICE THAT THE ASSESSMENT ROLL IS OPEN FOR EXAMINATION AND OPEN BOOK

Pursuant to Sec. 70.45, Wis. Stats, the assessment roll for the Year 2021 assessment will be open for examination on the 2nd day of June, 2021 from 2:00 p.m. until 4:00 p.m. Assessor Ray Koscak will be available via phone or email anytime before the end of open book. Instructional material will be provided at the Open Book to persons who wish to object to valuations under Sec. 70.47, Wis. Stats. If you wish to make an appointment, call 262-253-1142 or by email, ray@wi-assessor.com. Objection forms are also provided on the Town's website, www.townofdelafield.org.

Notice is hereby given this 6th day of May, 2021 by:

Dan Green, Town Administrator

TOWN OF DELAFIELD BOARD OF REVIEW MEETING
August 26, 2020 @ 5:00 PM

First order of business: Call to Order

Supervisor Troy called the meeting to order at 5:05 p.m.

Second order of business: Statement of Public Notice

Town Administrator Dan Green read the public notice into the record.

Third order of business: Approval of Minutes from July 11, 2019

Motion by Chairman Troy to approve the minutes from the July 11, 2019 Board of Review meeting. Seconded by Supervisor Dionisopoulos. Motion passed 3-0

Forth order of business: Review notices of Intent to File Objection (if any)

None

Fifth order of Business: Hearings on Objections filed (if any):

None

Sixth order of Business: Communications and any other business as authorized by law.

Motion by Chairman Troy to accept the Assessor's report as presented. Seconded by Supervisor Dionisopoulos. Motion passed 5-0.

Motion by Supervisor Cooley to accept the tax roll as presented. Seconded by Supervisor Dionisopoulos. Motion passed 5-0.

Seventh order of Business: Adjournment.

Motion by Supervisor Kranick to adjourn the August 26, 2020 Board of Review at 7:05 PM. Seconded by Supervisor Cooley. Motion passed 5-0.

Respectfully submitted:

Dan Green, CMC/WCMC
Administrator - Town Clerk/Treasurer