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**TOWN OF DELAFIELD BOARD OF REVIEW MEETING
TUESDAY, MAY 23, 2023 – 6:15 P.M.
DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI**

AGENDA

1. Call Board of Review to Order
2. Selection of Chairperson
3. Verification that at least one member has met the mandatory training requirements specified in Wis. Stats. 70.46(4)
4. Announcement: Open Book is not complete.
5. Adjournment until Thursday, June 29, 2023 at 5:00 PM.

Dan Green
Town of Delafield 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, May 23, 2023 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 Thursday, June 29, 2023 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 2023 assessment will be open for examination on the 25th day of May, 2023 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 5th day of April, 2023 by:

Dan Green, Town Administrator