



TOWN OF SHELBY

2800 Ward Avenue La Crosse, WI 54601

☎ 608.788.1032
🖨 608.788.6840
✉ info@townofshelby.com
🌐 www.townofshelby.com
📘 www.facebook.com/townofshelby

The TOWN OF SHELBY BOARD OF REVIEW

TUESDAY, September 17, 2024

5:00 PM to 7:00 PM

Shelby Town Hall, 2800 Ward Ave, La Crosse, WI 54601

Agenda

1. Call Board of Review (BOR) to order & Meeting Recording Announcement.
2. Roll Call - Confirmation of appropriate BOR and Open Meetings notices.
3. Verify that at least one BOR member has met the mandatory training requirements.
4. Select a Chairperson for BOR.
5. Select a BOR Vice-Chairperson.
6. Verify that the Village has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)).
7. Review of new laws.
8. Adoption of a policy regarding the procedure for sworn telephone testimony and sworn written testimony.
9. Receipt of the assessment roll by the Clerk from the Assessor.
10. Receive the Assessment Roll and sworn statements from the Clerk.
11. Review the Assessment Roll and perform statutory duties:
 - a. Examine the roll,
 - b. Correct description or calculation errors,
 - c. Add omitted property, and
 - d. Eliminate double assessed property.
12. Discussion/Action - Certify all corrections of error under state law (Wis. Stat. § 70.43).
13. Discussion/Action - Verify with the Assessor that open book changes are included in the assessment roll.
14. Allow taxpayers to examine assessment data.
15. 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 the circuit court, and
 - c. Act on any other legally allowed or required BOR matters.
16. Review Notices of Intent to File Objection including phone and written testimony.
17. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date.

18. Consider/act on scheduling additional BOR Date(s).
19. Adjourn (to future date if necessary).

Fortune M. Berg, Town Clerk,
Town of Shelby
Posted on September 13, 2024

NOTICE

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 SHELBY CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TEL: 608-788-1032.