



VILLAGE OF ELKHART LAKE BOARD OF REVIEW

There will be a meeting of the **Board of Review** of the Village of Elkhart Lake on **Wednesday, June 25th, 2025 from 5:00 -7:00 P.M.** at 84 N. Lake Street in the Grashorn Civic Center in the Village of Elkhart Lake.

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. Review of new laws.
5. Filing and summary of Annual Assessment Report (including the level of assessment) by Assessor
6. Receipt of the assessment roll by the Clerk from the Assessor.
7. Receive the Assessment Roll and sworn statements from the Clerk.
8. Review the Assessment Roll and perform statutory duties:
 - a. Examine the roll,
 - b. Correct description or calculation errors, Add omitted property, and Eliminate double assessed property.
9. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. § 70.43).
10. Discussion/Action – Verify with the Assessor that open book changes are included in the assessment roll.
11. Allow taxpayers to examine assessment data.
12. 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,
 - c. Requests to testify by telephone or submit a sworn written statement,
 - d. Subpoena requests, and
 - e. Act on any other legally allowed or required BOR matters.
13. Review Notices of Intent to File Objection.
14. Proceed to hear objections, if any and if proper notice/waivers given, unless scheduled for another date.
15. Consider/act on scheduling additional BOR Date(s).
16. Adjourn (to future date if necessary).

Jessica Reilly, Administrator/Clerk-Treasurer

The Village of Elkhart Lake requests persons requiring auxiliary aids and services for participation in the above meeting contact the Clerk twenty-four (24) hours prior to the meeting.