

TOWN OF BRIDGE CREEK

S9515 State Road 27

Augusta, Wi 54722

Board of Review

Thursday May 22, 2025

4:00 – 6:00 PM (Must be in session a minimum of 2 hours)

Bridge Creek Town Hall

AGENDA

- 1. Call Board of Review to Order**
- 2. Roll Call**
- 3. Confirmation of Appropriate Board of Review and Open Meetings Notices**
- 4. Select a Chairperson for Board of Review**
- 5. Select a Vice-Chairperson for Board of Review**
- 6. Verify that Members have Met Mandatory Training Requirements**
- 7. Receipt of the Assessment Roll From the Assessor. The assessor has submitted the assessment roll to the Town of Bridge Creek, and the Clerk and the Assessor have acknowledged and signed the document.**
- 8. Review the Assessment Roll and Perform Statutory Duties**
 - a. Examine the roll**
 - b. Correct description of calculation errors**
 - c. Add omitted property**
 - d. Eliminate double-assessed property**
- 9. Discussion/Action – Certify all corrections of error under state law (sec 70.43, Wis Stats)**
- 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 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**
- 13. Review Notices of Intent to File Objections**
- 14. Proceed to hear objections, if any, and if proper notice/waivers given unless scheduled for another date.**
- 15. Consider/act on scheduling additional Board of Review Date(s)**
- 16. Adjourn**

Elizabeth Pettis, Town of Bridge Creek Clerk