



Board of Review Meeting Agenda

July 22, 2026 - 10:00 AM
Council Chambers
3805 S. Casper Dr.

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AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; CONFIRMATION OF MEETING NOTICES**
3. **PRELIMINARY BUSINESS**
 - A. Election of Chairperson
 - B. Election of Vice Chairperson
 - C. Verification of Training Requirement Pursuant to Wis. Stat. §70.46(4)
 - D. Verification that the City Has an Ordinance for the Confidentiality of Income and Expense Information Provided to the Assessor Under § 70.47(7)(af), Wis. Stats.
 - E. Adoption of Policy Regarding the Procedure for Sworn Telephone Testimony and Sworn Written Testimony
 - F. Adoption of Policy Regarding the Waiver of Board of Review Hearing Requests to Circuit Court
 - G. Annual Assessment Report by the City Assessor
 - H. Receipt of the Assessment Roll by the Clerk from the Assessor
 - I. Review of Changes to Assessment Law, if Any
4. **REVIEW OF THE ASSESSMENT ROLL AND PERFORM STATUTORY DUTIES:**
 - A. Examine the Roll
 - B. Correct Description or Calculation Errors
 - C. Add Omitted Property
 - D. Eliminate Double Assessed Property
5. **ADDITIONAL BOARD OF REVIEW BUSINESS**
 - A. Discussion and Possible Action to Accept and Certify Corrections of Error Pursuant to Wis. Stat. § 70.43
 - B. Discussion and Possible Action to Accept and Certify Omitted Assessments Pursuant to Wis. Stat. § 70.43
 - C. Verification that Open Book Changes Have Been Incorporated into the Assessment Roll

D. Allow Taxpayers to Examine Assessment Data

6. MATTERS TO BE CONSIDERED DURING THE FIRST TWO HOURS OF THE BOARD OF REVIEW MEETING:

- A. Requests for Waiver of the Required 48-Hour Notice of Intent to File an Objection, Where There Is Good Cause
- B. Requests for Waiver of the Board of Review Hearing, Allowing Direct Appeal to the Circuit Court
- C. Requests to Testify by Telephone or Submit a Sworn Written Statement
- D. Subpoena Requests
- E. Act on Any Other Legally Allowed or Required Board of Review Matters

7. REVIEW NOTICES OF INTENT TO FILE OBJECTIONS

8. PROCEED TO HEAR OBJECTIONS, IF ANY, AND IF PROPER NOTICE/WAIVERS ARE GIVEN, UNLESS SCHEDULED FOR ANOTHER DATE

9. CONSIDER OR ACT ON SCHEDULING ADDITIONAL BOR DATE(S), IF NEEDED

10. ADJOURN

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.