



City of West Allis

Meeting Agenda

Board of Review

*Wayne Clark, Winard Coley, Robert Haglund,
Randy Kassa and Sharon Prindiville*

Thursday, May 26, 2022

10:00 AM

City Hall, Room 128
7525 W. Greenfield Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. [22-0250](#) June 10, 2021 Draft Board of Review Minutes.

Recommendation: Approve

D. MATTERS FOR DISCUSSION/ACTION

2. [22-0313](#) Selection of a Board of Review Chairperson.
3. [22-0314](#) Selection of a Board of Review Vice Chairperson.
4. [22-0310](#) Verify BOR Members and Staff have met the mandatory training requirements.
5. [22-0311](#) Confirmation of appropriate Board of Review and Open Meetings notices published.
6. [22-0306](#) Re-affirmation of Policy on Procedure for Sworn Telephone or Sworn Written Testimony Requests.
7. [22-0307](#) Re-affirmation of Policy on Procedure for Waiver of Board Hearings.
8. [22-0312](#) Re-affirmation of City of West Allis Revised Municipal Code Section 2.14(6) - Confidentiality of Certain Information. Pursuant to Section 70.47(7)(af) of the Wisconsin Statutes, information provided to the City Assessor about income and expenses of the taxpayer shall be held in confidence and shall not be subject to the right of inspection and copying under Section 19.35(1) of the Wisconsin Statutes.

- 9. [22-0309](#) 2022 Annual Assessment Report Summary.
- 10. [22-0316](#) Review new assessment laws, if any.
- 11. [22-0318](#) Update on previous property tax appeal cases.

D. PERFORM STATUTORY DUTIES

- 12. [22-0308](#) Receipt of the Assessment Roll by Clerk from the Assessor and sworn statements from the Clerk.
- 13. [22-0251](#) Certification of Omitted Property pursuant to Wis. Stat. §70.44: Notice of 2021 Assessment Year Omitted Personal Property for Premier Medical Staffing, 2514 S. 102nd Street, Unit 340, for \$173,000; Personal Property Account Number 30377. Notice mailed to owner on February 25, 2022.
- 14. [22-0315](#) Correct Palpable Errors pursuant to Wis. Stat. §70.43: Notice of 2021 Assessment Year Palpable Error for Up Top Motors, 5612 W. National Avenue, for \$3,500; Personal Property Account 27772.
- 15. [22-0317](#) Correct Palpable Errors pursuant to Wis. Stat. §70.43: Notice of 2021 Assessment Year Palpable Error for Wall-2-Wall Cleaning, 1212 S. 58th Street, for \$600; Personal Property Account 28914.
- 16. [22-0319](#) Verify 2022 Open Book changes have been included in the Assessment Roll.
- 17. [22-0320](#) Consideration of the following:
 - a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause.
 - b. Waivers or 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. Objection forms and hearing for property owners who did not submit acceptable income and expense information pursuant to Wis. Stat. §70.47(7) (af).
 - e. Subpoena requests.
 - f. Action on any other legally allowed/required Board of Review matters.
- 18. [22-0321](#) Review notices of Intent to File Objection.
- 19. [22-0322](#) Consideration of proposed schedule of hearings on objections and schedule a hearing date, if needed.
- 20. [22-0323](#) Opportunity for objectors who do not submit an Intent to Object form give reason to the Board of Review as to why they should be heard.

E. ADJOURNMENT



All meetings of the Board of Review are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NOTICE OF POSSIBLE QUORUM

It is possible that members of, and possibly a quorum of, 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.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.