

**CITY OF PITTSVILLE  
Wood County, Wisconsin**

**Open Book**

**The 2019 assessment roll will be open for inspection, with the assessor, at the office of the City Clerk/Treasurer on:**

**Monday, May 6, 2019 from 11:00am -1:00pm**

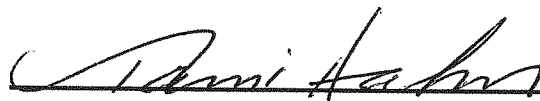
**Notices will be mailed to property owners with any assessment change by April 26, 2019.**

**Board of Review will convene on Monday, May 13<sup>h</sup>, 2019 from 5:00pm-7:00 p.m. for the purpose of hearing objections, reviewing and examining of the 2019 assessment roll of real and personal property to correct all errors in said roll and perform any such duties as imposed by law.**

**Objection to assessments will be heard by appointment and shall be filed in writing with the City Clerk/Treasurer.**

**Forms are available at the City Clerk/Treasurer's office, 5318 First Avenue, Pittsville, Wisconsin.**

**Notice is hereby given this 15th of April, 2019 by:**



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**Tami Hahn, City Clerk/Treasurer**

## Notice that the Assessment Roll is open for Examination and Open Book

### City of Pittsville, Wood County, Wisconsin

Pursuant to s. 70.45, Wis. Stats., the assessment roll for the Year 2019 assessment will be open for examination starting on Monday, the 29<sup>th</sup> day of April, 2019 at 8:00am until Noon and 1:00pm until 4:00pm. Wednesday, May 1<sup>st</sup> from Noon-7:00pm.

Additionally, the assessor shall be available on the 6<sup>th</sup> day of, May, 2019 at the City Hall (5318 First Ave.) from 11:00am – 1:00pm.

Instructional material will be provided to persons who wish to object to valuations under s. 70.47, Wis. Stats.

### Notice of Board of Review Meeting

The Board of Review will meet on the 13<sup>th</sup> day of May, 2019 at 5:00pm until 7:00pm at the City Hall (5318 First Ave.) for the purpose of calling the Board of Review into session during the 45day period beginning on the 4<sup>th</sup> Monday of April, pursuant to s. 70.47 (1), Wis. Stats.

Pursuant to s. 70.47 (2), Wis. Stats.:

No person shall be allowed to appear before the board of review, to testify to the board by telephone or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to enter onto property to conduct an exterior view of such property being assessed.

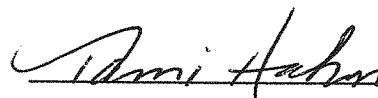
After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact, or provide information to, a member of the board about that person's objection except at a session of the board.

No person may appear before the board of review, testify to the board by telephone or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard if the objection is allowed under sec. 70.47 (3) (a), that person provides to the clerk of the board of review notice as to whether the person will ask for removal under sec 70.47 (6m) (a) and if so which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the board of review, testify to the board by telephone or object to a valuation; if that valuation was made by the assessor or the objector using the income method; unless the person supplies to the assessor all of the information about income and expenses, as specified in the manual under s. 73.03 (2a), that the assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determines that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1).

Notice is hereby given this 18<sup>th</sup> day of April, 2019 by:



Tami Hahn, City of Pittsville, City Clerk/Treasurer

**CITY OF PITTSVILLE  
BOARD OF REVIEW  
May 13, 2019  
5:00PM-7:00PM**

- 1. Clerk - Call to order BOR- Roll Call**
- 2. Confirmation of Appropriate BOR and Open Meeting notices.**
- 3. Select a BOR Chairman by Nomination and Motions.**
- 4. Select a BOR Vice Chairman by Nomination and Motions.**
- 5. Verification of member training certifications:  
(Tami Hahn, Clerk, Dale Nichols, Mayor, Jerry Jensen, member are certified until 2020 and Sue Shute Alternate is certified until 2021)**
- 6. Verification of Ordinance #01-2018 for the confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af).**
- 7. Review of new laws.**
- 8. Swearing in of Assessor/signing of affidavit/Receipt of Assessment Roll from the Assessor.**
- 9. Filing and summary of Annual Assessment Report by the Assessor**
- 10. Review the 2019 assessment roll to the 2018 roll and Perform Statutory Duties: -Examine the Roll  
-Correct description or calculation errors  
-Add any omitted property and  
-Eliminate double assessed property.**

11. **Discussion/Action-Certify all corrections of error under state law (Sec 70.43, Wis. Stats.)**
12. **Discussion/Action-Verify with the assessor that open book changes are included in the assessment roll.**
13. **Allow taxpayers to examine assessment data.**
14. **During the first two hours, consideration of :**
  - Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
  - Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court,
  - Requests to testify by telephone or submit sworn written statement, subpoena requests and
  - Act on any other legally allowed/required BOR matters.
15. **Review Notices of Intent to File Objection.**
16. **Proceed to hear objections, if any and if proper notice/waiver given unless scheduled for another date.**
17. **Consider/act if needed on additional BOR dates.**
18. **Adjourn 2019 BOR/Adjourn to future date if necessary.**

**Tami Hahn  
City Clerk/Treasurer-City of Pittsville  
BOR-Clerk**

Posted 4-18-2019

**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.**

**Also, 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 City of Pittsville Clerk's office at least 48 hours in advance to request adequate accommodations. Tel 715-884-2422**