

**Proceedings of the Board of Review
Monday, May 10, 2004
3:00 PM to 5:00 PM
New Berlin City Hall
3805 S. Casper Drive, New Berlin
Council Chambers**

Call to Order

Board of Review was called to order by Don Starr at 3:13 PM. In attendance were Board of Review members: Amy Narus, Bret Roge, and Don Starr. Also present: City Assessor Paul Koller, and City Appraiser Sherman Pagenkopf. Also present City Clerk Marilyn Gauger.

Election of Chair and Vice-Chair

MOTION Bret Roge moved to elect Don Starr the Board of Review Chair, seconded by Amy Narus and carried unanimously.

MOTION Bret Roger moved to elect Amy Narus the Board of Review Vice-Chair, seconded by Don Starr and carried unanimously.

Verification of training requirements pursuant to Section 70.46 (4)

Chairman Starr indicated the following Board members were re-certified on April 16, 2004 and therefore meets the requirements: Don Starr, Amy Narus.

Review of Procedures

City Clerk Gauger read the procedures relating to hearings and responsibilities of the Board of Review and asked that you give your name prior to speaking.

Assessors Report & Affidavit

City Assessor Paul Koller reported 1200 notices were sent out due to a change in assessment. Open Book was held the week of April 19 to 23, 2004. One hundred four informal reviews were done with a change for eighteen. Real and Personal Property totals are: \$3,266,433,000. This is an increase from 2003 of \$35,086,480. The Assessors Affidavit was signed today. This was to be a re-value year; however, due to budget constraints the re-value will be in 2005.

Review Assessment Roll

MOTION Bret Roge moved to accept the 2004 Assessment Roll as presented by City Assessor Paul Koller. Seconded by Amy Narus and carried unanimously.

Schedule Appeals to Assessments, if necessary

City Clerk Gauger indicated no objections were scheduled.

Hear Appeals to Assessments, if necessary

City Clerk Gauger indicated one (1) Notice of Intent to File was received today and one (1) set of forms was faxed today.

Grant waivers of the required 48-hour notice of intent to file an objection, if necessary

Property owner Lloyd Carter was present to request additional time to prepare his case.

The Board members set **Thursday, May 13, 2004 at 4:00 PM in Council Chambers** to hear Lloyd Carter's case.

Hear Appeals to Assessments, if necessary

None scheduled.

Create a new hearing schedule for written objections filed but not heard, if necessary

Thursday, May 13, 2004 at 4:00 PM: Lloyd and Connie Carter, 19915 W Pheasant Run Drive.

Adjourn

MOTION Bret Roge moved to adjourn to Thursday, May 13, 2004 at 4:00 PM.
Seconded by Amy Narus and carried unanimously.

Respectfully submitted:

Marilyn Gauger
City Clerk