

Town of Lomira, Dodge County, Wisconsin

Public Notice Board of Review Agenda

Date: July 17, 2025

Time: 5:30 p.m.

Location: Lomira Town Hall, N10479 Cty Rd AY, Knowles, WI 53048

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 at least one BOR member has met the mandatory training requirements
7. Verify that the Town has an ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. § 70.47(7)(af)).
8. Review of new laws
9. Verify the Town's policy regarding procedure for sworn telephone testimony and sworn written testimony
10. Adoption of policy regarding the procedure for waiver of BOR hearing requests
11. Review the Assessor's level of assessment (maintenance/revaluation)
12. Receipt of the Assessment Roll by Clerk from Assessor
13. Receive the Assessment Roll and sworn statements from Clerk
14. Review 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
15. Discussion/action – Certify corrections of error under state law (Sec. 70.43, Wis. Stats.
16. Discussion/action – Verify with Assessor that Open Book changes are included in the assessment roll
17. Allow taxpayers to examine assessment data
18. 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 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 BOR matters
19. Review Notices of Intent to File Objection
20. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date
21. Consider/act on scheduling future hearings
22. Adjourn

Dated: July 1, 2025
Sharon Belling, Clerk

For questions regarding the agenda or to request disability accommodations to attend the meeting, please contact the Town clerk at 920-583-4011.