



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

NOTICE

BOARD OF REVIEW MEETING THURSDAY, SEPTEMBER 4, 2025 AT 10:00 AM Village Hall Council Room 250 Williams Street Williams Bay, WI 53191

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. Call to Order
- II. Roll Call
- III. Confirmation of appropriate Board of Review and Open Meeting Notices
 - A. Affidavit of Publication from the Lake Geneva Regional News
- IV. Select a Chairperson for the Annual Board of Review
- V. Select a Vice-Chairperson for the Annual Board of Review
- VI. Minutes
 - A. Board of Review Meeting Minutes of July 13, 2023
 - B. Board of Review Meeting Minutes of September 4, 2024
 - C. Board of Review Meeting Minutes of June 2, 2025
- VII. Verify that a member has met the mandatory training requirements
 - A. Affidavit of Board of Review Training Participation
- VIII. Confirmation the Village of Williams Bay has adopted ordinance Sect. 1.04 (1)(e) which establishes confidentiality of income and expense information provided to the assessor under state law (Wis. Stats. 70.47 (7)(af)).
- IX. Review of any new legislation
- X. Adoption of Policies
- XI. Filing and summary of Annual Assessment Report by Assessor's Office
- XII. Receipt of the Assessment Roll and sworn statements by the Clerk
- XIII. Review the Assessment Roll and Perform Statutory Duties
 - A. Correct description of calculation errors, and omitted property, and eliminate double assessed property
- XIV. Discussion/Action - Certify all corrections of error under State Law (Sec. 70.43 Wis. Stats.)

XV. Allow taxpayers to examine the Assessment Data

XVI. 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, requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court, requests to testify by telephone or submit a sworn written statement, subpoena requests, and act on any other legally allowed/required Board of Review matters

XVII. Review Notices of Intent to file Objection

XVIII. Proceed to hear Objections, if any and if proper notice/waivers given unless scheduled for another date

XIX. Schedule additional Board of Review dates (if required)

XX. Adjournment

Tina Kolls
Village Clerk

It is possible a quorum of any governmental body 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.

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Village Clerk's office in advance so the appropriate accommodations can be made.

Posted: 09/03/2025 10:00 AM