



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES BOARD OF REVIEW 9/4/2024 MEETING WEDNESDAY, SEPTEMBER 4, 2024 AT 10:00 AM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

I. Call to Order

Clerk Kolls called the meeting to order at 10:01am.

II. Roll Call

Present: Trustees Lowell Wright, Robert Umans, Jim D'Alessandro, Steven Russell

Also Present: Attorney Mark Schroeder, Clerk Tina Kolls, Zac Schmidt, Accurate Appraisal, LLC

Excused: President Duncan, Trustees Vlach and Jaramillo

III. Confirmation of appropriate Board of Review and Open Meeting Notices

A. Affidavit of Publication from the Lake Geneva Regional News

Clerk Kolls confirmed that the appropriate notices had been completed.

IV. Select a Chairperson for the Annual Board of Review

The motion to nominate Trustee Wright as the Chairperson for the Annual Board of Review was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

V. Select a Vice-Chairperson for the Annual Board of Review

The motion to nominate Trustee Umans as the Vice-Chairperson for the Annual Board of Review was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

VI. Minutes

A. Board of Review Meeting Minutes of June 3, 2024

The motion to approve the Board of Review Meeting Minutes of June 3, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

VII. Verify that a member has met the mandatory training requirements

A. Affidavit of Board of Review Training Participation

Clerk Kolls reported that Trustee Jaramillo and Trustee Russell had both met the training requirements for this year.

VIII. Confirmation the Village of Williams Bay has adopted ordinance Sect. 12-1(b) which establishes confidentiality of income and expense information provided to the assessor under state law (Wis. Stats. 70.47 (7)(af)).

Clerk Kolls confirmed that Ordinance 2022-12 had been adopted to meet this state law.

IX. Review of any new legislation

Attorney Schroeder gave a summary of the new legislature.

X. Filing and summary of Annual Assessment Report by Assessor's Office

Assessor, Zac Schmidt stated that Accurate has been the Assessor for one year. Schmidt explained that in 2024 Accurate performed a maintenance service. Schmidt explained that the current contract with Accurate goes through 2026.

Schmidt explained that the last market update for the Village of Williams Bay was in 2022. Schmidt reviewed basic assessment data.

XI. Receipt of the Assessment Roll and sworn statements by the Clerk

Clerk Kolls received and signed the Assessment Roll.

XII. Review the Assessment Roll and Perform Statutory Duties

A. Correct description of calculation errors, and omitted property, and eliminate double assessed property

The motion to accept the 2024 Assessment Roll as presented was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

XIII. Discussion/Action - Certify all corrections of error under State Law (Sec. 70.43 Wis. Stats.)

Assessor, Zac Schmidt, reported that there are no corrections of error.

XIV. Discussion/Action - Verify with the Assessor that Open Book changes are included in the Assessment Roll, and consider approval of the 2024 Assessment Roll

Assessor, Zac Schmidt, verified that the Open Book changes are included in the Assessment Roll.

XV. Allow taxpayers to examine the Assessment Data

The Assessment Roll was available for examination.

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

There were no waivers filed to consider.

XVII. Review Notices of Intent to file Objection

There were no notices of intent to file objection to review.

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

There were no objections to hear.

Board of Review recessed from 11:55am to 11:57am pending appearances.

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

Additional dates were not scheduled.

XX. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee D'Alessandro at 12:01pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk