

BOARD OF REVIEW MINUTES
Tuesday, June 4, 2019 – 8:00 a.m.
Hauser Room

PRESENT: Board of Review Members Altenburg, Birtch, Casper, Rather, Zilles and Alternate Long, City Attorney Godlewski, City Clerk Sturn, Assessor Brown, Property Appraisers Engelbreth & Behnke.

ALSO PRESENT: Mayor Kaufert and Deputy Dir. of Community Development Schmidt.

Outgoing Chairman Birtch called the meeting to order at 8:00 a.m.

MSC Rather/Zilles to approve the minutes from May 31, 2018, all voting aye.

Member Rather moved to nominated Member Birtch as Chairman of the Board of Review for the ensuing term of one year. Motion seconded by Member Zilles. **MSC Long/Zilles to close nominations and elect Member Birtch as Chairman of the Board of Review for the ensuing term of one year, all voting aye.**

Member Birtch moved to nominate Member Zilles as Vice Chairman of the Board of Review for the ensuing term of one year. Motion seconded by Member Casper. **MSC Birtch/Casper to elect Member Zilles as Vice Chairman of the Board of Review for the ensuing term of one year, carried, all voting aye.**

8:00 a.m. Chairman Birtch advised that Alternate Sigl will not be reappointed. Mayor Kaufert is looking for a replacement. That appointment will be made prior to the fall Board of Review.

8:05 a.m. Assessor Brown did a short overview of the 2019 Revaluation Process including an update on the Big Box Store Legislation. He answered questions from the Board.

8:25 a.m. Property Appraiser Engelbreth presented an overview of the Assessor's page on the City of Neenah website showing information available to property owners. She shared the video, "Who Assessors Are & How Assessments Work" and the 2019 Revaluation slideshow with the Board.

8:45 a.m. Chairman Birtch clarified that the Open Book will be held September 10th, 11th & 12th and the Board of Review will begin October 23rd. Board Members should remain available October 25th, 28th & 30th in case additional days are required.

8:50 a.m. **Member Zilles moved to adjourn to October 23, 2019. Motion seconded by Member Altenburg and carried, all voting aye.**


Patricia A. Sturn, WCPC, MMC