

BOARD OF REVIEW MINUTES
Tuesday, May 9, 2023 at 1:00 p.m.
Council Chambers
211 Walnut St., Neenah WI

PRESENT: Board of Review Members Altenburg, Birtch, Casper, Williams, and Alternates Jefferson and Becher, City Attorney Rashid, City Clerk Nagel, Assessor Brown, Property Appraisers Engelbreth and Behnke.

ALSO PRESENT: Deputy Dir. of Community Development Schmidt.

Outgoing Chairman Birtch called the meeting to order at 1:00 p.m.

I. Approval of the Board of Review minutes of May 19, 2022 (Minutes care available on the City website).

MSC Williams/Altenburg to approve the minutes from May 19, 2022, all voting aye.

II. Organizational meeting.

A. Elect Chairman

Member Casper moved to nominated Member Birtch as Chairman of the Board of Review for the ensuing term of one year. Motion seconded by Member Williams. There were no other nominations.

MSC Casper/Williams to close nominations and elect Member Birtch as Chairman of the Board of Review for the ensuing term of one year, all voting aye.

B. Chairman Birtch moved to nominate Member Williams as Vice Chairman of the Board of Review for the ensuing term of one year. Motion seconded by Member Altenburg. There were no other nominations.

MSC Birtch/Altenburg to elect Member Williams as Vice Chairman of the Board of Review for the ensuing term of one year, all voting aye.

III. Open Book and Board of Review hearing dates.

A. Notices will be mailed August 4, 2023

B. Open Book will be held August 22-24, 2023

C. Board of Review is scheduled for October 4, 2023 from 9-11 a.m. For scheduling purposes, October 5 and 6, 2023 are also reserved.

Assessor Brown advised the Board of Review that 2023 is a revaluation year to in order to stay within the +/- 10% of equalized value rule set forth by the Department of Revenue. Once a municipality is +/- 10% of equalized value, Neenah is currently at 86.8% equalized value, they have four years to become compliant with the 10% rule. The housing market over the past couple of years has fluctuated substantially which is a contributor to the revaluation.

Assessor Brown reminded the Board that a revaluation does not mean taxes will go up; it means there is a redistribution of the tax rate over the entire city. The Tax Estimator will be on the city's website so that property owners can get an estimate of their taxes prior to coming to Open Book or filing an Objection Form.

IV. Any other business, which may legally come before the Board.

A. At this time the Board of Review had the Department of Revenue annual required training and exam.

V. Adjourn the Board of Review to Another Date.

Due to the fact the assessment roll is not completed at this time, the Board of Review will be adjourned until Wednesday, October 4, 2023 at 9:00 a.m. The Board of review may be adjourned repeatedly until the assessment roll is completed.

Respectfully submitted,



Charlotte Nagel, WCMC
Neenah City Clerk