



City of Arcadia

BOARD OF REVIEW

City Hall – 945 S Dettloff Drive, Arcadia, WI 54612

Wednesday, April 29, 2026 – 5:00 p.m. to 7:00 p.m.

Join via Zoom: <https://us06web.zoom.us/j/88629537070> / Meeting ID: 886 2953 7070 /

Phone Number: +1-309-205-3325

AGENDA

1. **Call to Order**
2. **Select a Chairperson for Board of Review**
3. **Select a Vice-Chairperson for Board of Review**
4. **Select Clerk for the Board of Review**
5. **Verify that a member has met the mandatory training requirements**
6. **Receipt of the Assessment Roll by clerk from Assessor**
7. **Receive the Assessment roll and sworn statements from the clerk**
8. **Review the Assessment roll and perform statutory duties:**
 - Examine the roll
 - Correct description or calculation errors
 - Add omitted property
 - Eliminate double assessments
9. **Discussion/Action Items:**
 - a. **Certify all corrections of error under state law (sec 70.43, Wis. Stats)**
 - b. **Verify with assessor that open book changes are included in the assessment roll**
10. **Allow taxpayers to examine assessment data**
11. **During the first two hours, consideration of:**
 - 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 sworn written statement
 - Subpoena requests
12. **Review Notices of Intent to File Objection**
13. **Proceed to hear objections, if any, and if property notice/waivers given unless scheduled for another date**
14. **Consider/act on scheduling additional Board of Review Date(s) if necessary**
15. **Adjourn**