

FILING AND SUMMARY OF ANNUAL ASSESSMENT REPORT BY ASSESSOR'S OFFICE

A preliminary copy of the annual assessment report was presented by Assessor Timm. The finalized report will be mailed to the Department of Revenue within 30 days after final adjournment of the Board of Review.

RECEIPT OF ASSESSMENT ROLL BY THE CLERK FROM THE ASSESSOR

City Clerk Sette received the signed assessment roll from Assessor Timm and signed the affidavit.

RECEIVE THE ASSESSMENT ROLL AND SWORN STATEMENTS FROM THE CITY CLERK

The Board of review received the assessment roll and sworn statement from the City Clerk.

REVIEW OF ASSESSMENT ROLL AND PERFORM STATUTORY DUTIES

The Board of Review reviewed the assessment roll.

DISCUSS/ACTION – CERTIFY ALL CORRECTIONS OF ERROR UNDER STATE LAW/DISCUSSION/ACTION – VERIFY WITH THE ASSESSOR THAT OPEN BOOK CHANGES ARE INCLUDED IN THE ASSESSMENT ROLL

The Board verified all corrections of error and all open book changes are included in the assessment roll.

ALLOW TAXPAYERS TO EXAMINE ASSESSMENT DATA

The assessment roll was made available for taxpayers to review. No taxpayers were present.

CONSIDERATION OF WAIVERS/REQUESTS:

- No requests to waive the 48-hour notice of intent to file an objection were received.
- No requests for waiver of the Board of Review hearing allowing the property owner an appeal directly to circuit court were received.
- No requests to testify by telephone or submit sworn written statements were received.
- There were no subpoena requests.

REVIEW NOTICES OF INTENT TO FILE OBJECTION

There were no notices of intent received.

ESTABLISH PROCEDURES FOR HEARING OBJECTIONS

It was the consensus of the Board to hear any objection filed, deliberate after any hearing testimony, and decide the case.

CONFIRM SCHEDULE FOR HEARING OBJECTIONS

No objections were received; therefore, no schedule to hear objections was established.

HEARINGS AND ACTION TO BE TAKEN ON PROPERTY OWNER'S OBJECTIONS TO ASSESSMENTS

Since there were no objections filed, there were no hearings on objections.

CONSIDER/ACT ON SCHEDULING ADDITIONAL BOARD OF REVIEW DATES IF NECESSARY

It was not necessary to schedule additional Board of Review dates for 2020.

ADJOURNMENT

Motion made by Mr. Myers, seconded by Ms. Bourbulas, to adjourn the meeting at 8:00 p.m. after having performed all statutory duties and completing all work that came before the Board. Motion carried unanimously.

Tracie Sette
City Clerk