



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final-revised Board of Review

Wednesday, October 4, 2023

9:00 AM

Council Chambers

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[23-1153](#) Board of Review Adjourn Mtg. Minutes 5-10-2023

Attachments: [5-10-2023 BOR Meeting Minutes.pdf](#)

5. Confirmation of Board of Review Notices

[23-0478](#) 2023 Notices of the Board of Review

Attachments: [Notice of Meeting to Adjourn 5-10-23.pdf](#)

[Revaluation Notice 2023.pdf](#)

[2023 Board of Review Reval & Open Book Notice.pdf](#)

6. Confirmation of Board of Review Member Training

[23-1154](#) Board of Review Member Training Affidavit

Attachments: [2023 Training Affidavit -filed 5-17-23.pdf](#)

7. **Presentation of the 2023 Assessment Roll, Omitted Roll & Correction of Error Roll**

[23-1159](#) 2023 Omitted Property - Azco, Inc. in the amount of \$822,700

Attachments: [2023 Omitted Property - Azco pa-5659f.pdf](#)

[23-1160](#) 2023 Personal Property correction in the amount of \$3,200

Attachments: [2023Omitted Property -Gary Schmidt pa-5661f.pdf](#)

8. **Confirm with Assessor that Open Book changes are included in the Assessment Roll**

9. **Review the Assessment Roll & Perform Statutory Duties (as time allows)**

10. **Reminder of Board of Review Policies**

[22-0656](#) City of Appleton Policy (Board of Review)- Telephone/Sworn Written Testimony Requests

Attachments: [BOR Policy - Signed - Phone Written Testimony 7-2018.pdf](#)

[22-0657](#) City of Appleton Policy (Board of Review)- Request for Waiver of Hearing

Attachments: [BOR Policy - Signed - Waiver of Hearing Req 7-2018.pdf](#)

11. **Review Waiver of Board of Review Hearing Requests**

12. **Review Written/Telephone Testimony Requests**

13. **Review Waiver of 48-hour Notice Requests**

14. **Schedule Hearings for Objectors (not previously scheduled)**

15. **Hear Testimony from Scheduled Objectors**

[23-1158](#) 10:00 a.m. 726 S Mason Street, Jason Lewandoski
Parcel 31-3-0228-00

Requests to postpone and reschedule hearing

Attachments: [726 S Mason Objection Form.pdf](#)

[726 S Mason St Property Info Sheet.pdf](#)

[23-1173](#) 11:30 a.m. 3305 & 3315 N Ballard Rd, Steve Winter of Ballard Square, LLC

Parcel: 31-1-6532-05

Attachments: [Ballard Square Objection Form.pdf](#)

[3305 N Ballard Property Info Sheet.pdf](#)

[3315 N Ballard Property Info Sheet.pdf](#)

[3305 3315 N Ballard Appraisal 9-21-23.pdf](#)

16. Deliberate Testimony & Make Determinations as schedule allows

17. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.