

## **Notice that the Assessment Roll is Open for Examination and Open Book**

STATE OF WISCONSIN

Town of Shelby, La Crosse County

Pursuant to Wis. Stat. §70.45, the assessment roll for the Year 2020 assessment will be open for examination starting on the 24<sup>th</sup> day of April 2020 from 8:00 a.m. until 4:00 p.m. Monday through Friday, by appointment due to COVID19. Call 608-788-1032 x6 for appointments.

Additionally, the assessor shall be available on the 5<sup>th</sup> of May 2020 via phone will be on the line at Town Hall from 3:00 p.m. to 5:00 p.m. Instructional material will be provided at the open book to persons who wish to object to valuations under Wis. Stat. §70.47.

### **Notice of Board of Review Meeting**

The Board of Review will meet on the 26<sup>th</sup> day of May 2020 at 4:00 p.m. until 6:00 p.m. at Shelby Town Hall, 2800 Ward Ave, La Crosse, WI 5460 for the purpose of calling the Board of Review into session during the forty five day period beginning on the 4<sup>th</sup> Monday of April pursuant to Wis. Stat. §70.47 (2):

1. After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact, or provide information to, a member of the board about that person's objection except at a session of the board.
2. The board of review may not hear an objection to the amount of valuation of property unless, at least 48 hours before the board's first scheduled meeting the objector provides to the board's clerk written or oral notice of an intention to file an objection, except that upon a showing of good cause and the submission of a written objection, the board shall waive that requirement during the first 2 hours of the board's first scheduled meeting and the board may waive that requirement up to the end of the 5<sup>th</sup> day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48 hour notice requirement and failure to appear before the board of review during the first hours of the first scheduled meeting.
3. Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the board of review within the first 2 hours of the board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the board may waive that requirement up to the end of the 5<sup>th</sup> day of the session nor up to the end of the final day of the session if the session is less than 5 days. The board may require objections to the amount or valuation of property to be submitted on forms approved by the Department of Revenue, and the board shall require that any improvement to that land may object to the aggregate valuation of that land and improvements to that land. No person may be allowed in any action or proceeding to question the amount or valuation of property unless the written objection had been filed and that person in good faith presented evidence to the board in support of the objections and made full disclosure before the board, under oath, or all that person's property liable to assessment in the

district and the value of that property. The requirement that objection be in writing may be waived by express action of the board.

4. When appearing before the board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.
5. No person may appear before the board of review, testify to the board by telephone, or object to a valuation if that valuation was made by the assessor or the objector using the income method of valuation, unless the person supplies the assessor with all the information about income and expenses, as specified in the assessor's manual under Wis. Stat. §73.03 (2a), that the assessor requests. The Town of Shelby has an ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph that provides exception for persons using information in the discharge of duties imposed by law or the duties of their officer or by order of a court. The information that is provided under this paragraph unless a court determined that it is inaccurate, is not subject to the right inspection and copying under Wis. Stat. §19.35 (1).
6. The board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, surgeon, or osteopath that confirms their illness or disability. No other persons may testify by telephone unless the board, in its discretion, has determined to grant a property owner's or their representative's request to testify under oath by telephone or written statement.
7. No person may appear before the board of review, testify to the board by telephone or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard if the objection is allowed under Wis. Stat. §70.47 (3)(a), that person provides to the clerk of the board of review notice as to whether the person will ask for removal under Wis. Stat. §70.47(6m)(a) and if so, which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

Notice is hereby given this 22<sup>nd</sup> day of April 2020.

By Fortune M. Weaver, Town Clerk