



Board of Review

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Regular Meeting

Minutes

Thursday, May 17, 2018

10:00 AM

De Pere City Hall Council Chambers

1. AGENDA FOR SAID MEETING: The Board of Review Meeting was called to order on May 17, 2018 at 10:00 AM, De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status
Todd Bartels	Board Member	Present
Robert Gagan	Board Member	Present
Mark Higgins	Board Member	Present
Laura Rabas	Board Member	Present
Rich Starry	Board Member	Present

Also present at the meeting were City Assessor Addie Ebert, City Attorney Judy Schmidt-Lehman, Staff Attorney Kate Zuidmulder, and Clerk-Treasurer Shana Ledvina.

2. Election of Chairperson and Vice-Chairperson.

Board Member Mark Higgins made a motion to nominate Laura Rabas as Chairperson, seconded by Board Member Bob Gagan. Upon vote, motion carried unanimously.

Board Member Todd Bartels made a motion to nominate Mark Higgins as Vice-Chairperson, seconded by Board Member Bob Gagan. Upon vote, motion carried unanimously.

3. Approval of the Minutes of the 2017 Board of Review Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert Gagan, Board Member
SECONDER:	Todd Bartels, Board Member
AYES:	Bartels, Gagan, Higgins, Rabas, Starry

4. Clerk Report.

Clerk Treasurer Shana Ledvina announced that Board Members Todd Bartels and Laura Rabas met the mandatory training requirements specified by Wisconsin Statutes 70.46(4) by reviewing a Department of Revenue approved Board of Review training program. The Clerk reported that the Notice of Open Book of Assessments and Board of Review Meeting was published on March 19 and March 23, 2018 and was posted appropriately. The Clerk reported that the Assessment Roll was received and reviewed on March 27, 2018. The Open Book was held on April 9th from noon to 7:00 p.m. and April 10th from 9:00 a.m. to 3:00 p.m.

5. Assessor's Report.

City Assessor Addie Ebert explained that a full revaluation was completed in 2018; the last was completed in 2016. She indicated that the City saw about a 12% increase in residential property assessments and commercial properties saw little to no change, with a total assessment value increase of 8.36%. She said there was about 6.9 million in new residential construction and 7.8 million in new commercial construction, with 4.4 million of that being the new 102 North Broadway apartment complex. Discussion followed.

6. Review objections that were received 48 hours in advance.

1. 926 Urbandale Ave Objection

The 926 Urbandale Avenue objection was withdrawn; the Board recessed until 10:30 a.m.

2. 150 Brule Road Objection

The Board reconvened at 10:30 a.m. City Clerk-Treasurer Shana Ledvina swore in City Assessor Addie Ebert and objector Ryan Prochnow. Mr. Prochnow reviewed his home and brought forth comparable properties. He explained that his home requires some significant repairs and that the tax burden falls on anyone who purchased a home when the market was high.

City Assessor Addie Ebert asked if the objector for information on the value of the home and the appraisal. She reviewed her own comparable properties of the property. She also reviewed "Markarian hierarchy," a court order that requires the assessor to use a recent sale of the property, if available, to assess value. If there is no recent sale, the assessor must use recent comparable sales. The assessor proceeds to the third level or other appraisal approaches only if the first two levels are not available. It is erroneous to assess property using the third level when the market value is established by a fair sale of the property in question or like property. Discussion followed and the Board agreed to uphold the assessor's value of the property based on the recent sale.

7. Public appearances by Objectors without 48 hour notice.

Lois and Michael Vieau appeared before the Board without notice regarding a family property at 1218 Grant Street, parcel WD-D0208. The Board of Review determined that the City was not neglectful in notifying the property owner of the revaluation but allowed the objector to fill out the objection form. The Board recessed at 11:05 a.m. and reconvened at 11:18 a.m.

8. Hearings - public appearances by objectors.

The Board, the Assessor, and the Objectors all agreed to waive the 48-hour notice requirement. Board Member Mark Higgins opened up the meeting for the objectors to present their case. Clerk-Treasurer Shana Ledvina swore in the Objectors. The objectors stated that the property will likely be razed when it is purchased and that it is currently vacant. Discussion followed with the City Assessor, Addie Ebert. The objectors confirmed that the condition of the property on January 1 was normal; the property was missing a few light fixtures. The objectors stated they have the property for sale and would like to get \$300,000 for it. City Assessor Addie Ebert reviewed the details of the revaluation with the objectors. Discussion followed.

9. Deliberations.

City Attorney Judy Schmidt Lehman explained that it is the responsibility of the property owner to provide evidence of overassessment to the Board of Review. Board Member Bob Gagan moved, seconded by Board Member Laura Rabas to uphold the valuation made by the assessor. Upon vote, motion carried unanimously. Addie explained that if any changes are made to the property before January 1, the property owner should notify the assessor.

10. Clerk reports on how objectors will be notified of decisions if not made at the meeting.

City Clerk Treasurer Shana Ledvina will send notice by certified mail.

11. Adjournment.

Board Member Bartels moved, seconded by Board Member Gagan to adjourn provisionally at 11:42 a.m. with the agreement that the Board of Review members will remain accessible and return if anyone comes to present an objection. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer