

**Three Lakes Town Board of Supervisors
Special Meeting Agenda
BOARD OF REVIEW**

July 16, 2020 from 4:00 p.m. – 6:00 p.m.
Town of Three Lakes Board Room
6965 West School Street

1. Call Board of Review (BOR) to Order
2. Report on BOR Agenda Posting and Confirmation of appropriate BOR and Open Meetings notices
3. Agenda Approval
4. Select a Chairperson for BOR
5. Select a Vice-Chairperson for BOR
6. Verify that a member has met the mandatory training requirements
7. Review & Approval of Board of Review Minutes: June 4, 2019
8. Receipt of the Assessment Roll by Clerk from Assessor
9. Receive the Assessment Roll and sworn statements from the Clerk
10. Review the Assessment Roll and Perform Statutory Duties: Examine the roll, correct description or calculation errors, add omitted property, and eliminate double assessed property
11. Discussion/Action-Certify all corrections of error under state law (Sec. 70.43 Wis. Stats.) and verify with Assessor that open book changes are included in the assessment roll.
12. Case(s) to be presented
 - Introduce & Presentation of case
 - Swear all witnesses
 - Testimony
 - Finding of Facts
 - Motion & Roll Call vote
13. Adjournment

Jeff Bruss, Town Chairman, Chief Presiding Officer – Susan Harris, Town Clerk

NOTICE OF POSTING Time 9:00 a.m. Date: July 14, 2020
Places: Town Office Message Board, Town Website and Media List

See reverse side of this notice for compliance checklist with the Wisconsin Open Meeting Law

Notice is hereby further given that pursuant to the ADA reasonable accommodations will be provided upon request for qualified individuals with disabilities. Please contact the Three Lakes Town Office at 715-546-3316 with specific information allowing adequate time to respond.

Unless otherwise noted all agenda items are assumed to be discussion/decision