



136 North Monroe Street
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PUBLIC NOTICE OF A COMMITTEE MEETING OF THE
COMMON COUNCIL OF THE CITY OF WATERLOO

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that the following meeting will be held:

COMMITTEE: BOARD OF REVIEW MEETING

DATE: Wednesday, September 18, 2024 TIME: 9:00 a.m.

**LOCATION: Council Chamber of the Municipal Building
136 N. Monroe Street**

(those participating may do so either in-person or remotely)

Remote Meeting Information

Join Zoom Meeting <https://us02web.zoom.us/j/81050739640?pwd=rgrS3t4NwUU6fMTYvFHDRrx3Cwfyu.1>
Meeting ID: 810 5073 9640 Passcode: 215086
+13126266799,,81050739640#,,,215086# US (Chicago)

to consider the following:

1. Call to order and Roll Call
2. Select a 2024 Board of Review Chairperson and Vice-Chairperson
3. Verify mandatory training requirements have been met [70.46(4) Wis. Stat.]
4. Approval of any previous meeting minutes
5. Receive the assessment roll and sworn statements from the Clerk.
6. Examine the roll and correct errors in description or computation and add omitted or eliminate double assessed property.
7. Verify with the assessor that open book changes have been included in the assessment roll.
8. Hearing of written objections and action on objections
 - a. Waivers of the required 48-hour notice of intent and objection may be granted if good cause is given.
 - b. A hearing schedule may be created for objections filed, but not heard.
9. Adjournment

Jeanne M. Ritter
Clerk/Deputy Treasurer

Posted: June 10, 2024

City of Waterloo Board of Review Meeting Minutes – May 23, 2023

Digital copy on file

1. Call to order and Roll Call Meeting called to order at 10:00 am. In attendance Keri Sellnow, Kay Radloff, Lindsey Chadwick, Robert Crosby, Sean Empey, Allen Sunstrom from Associated Appraisal, and Clerk Ritter.
2. Select a 2023 Board of Review Chairperson and Vice-Chairperson. Keri Sellnow selected as chairperson and Kay Radloff as vice-chairperson. Motion [Crosby/Chadwick] Voice Vote: Motion carried.
3. Verify mandatory training requirements have been met [70.46(4) Wis. Stat.] Kay Radloff did training on 5/10/2023 and Jeanne Ritter did training on 5/02/2023. Requirements have been met and submitted to the state.
4. Approval of any previous meeting minutes. Motion [Radloff/Crosby] Voice Vote: Motion carried.
5. Received the assessment roll and sworn statements from the Clerk. Posted at City Hall, F&M Bank, Waterloo Water & Light and Karl Junginger Library on April 12, 2023. Also Published in the Courier April 20, 2023.
6. Examine the roll and correct errors in description or computation, and add omitted or eliminate double assessed property. Board members reviewed the roll looking for any errors. Asked questions of Sunstrom. No errors were found.
7. Verify with the assessor that open book changes have been included in the assessment roll. Per Allen Sunstrom of Associated Appraisal changes have been included.
8. Hearing of written objections and action on objections – none submitted or heard.
9. Adjournment [Chadwick/Crosby] 12:01pm VOICE VOTE: Motion carried.

Attest:
Jeanne Ritter, Clerk/Deputy Treasurer

City of Waterloo Board of Review
Meeting Minutes – May 22, 2024
Digital copy on file

1. Call to order and Roll Call Meeting called to order at 9:00 am. In attendance Keri Sellnow, Kay Radloff, Lindsey Chadwick, Robert Crosby, Sean Empey, and Clerk Ritter.
2. Adjournment [Radloff/Empey] 9:04pm VOICE VOTE: Motion carried.

Attest:
Jeanne Ritter, Clerk/Deputy Treasurer