

## City of Waterloo Board of Review Meeting Minutes – June 22, 2022

1. Call to order and Roll Call Meeting called to order at 9:04 am. In attendance Keri Sellnow, Kay Radloff, Lindsey Reynolds, Allen Sunstrom from Associated Appraisal, Mark Hurley and Clerk Ritter.
2. Select a 2022 Board of Review Chairperson and Vice-Chairperson. Keri Sellnow selected as chairperson and Kay Radloff as vice-chairperson. Motion [Reynolds/Sellnow] Voice Vote: Motion carried.
3. Verify mandatory training requirements have been met [70.46(4) Wis. Stat.] Keri Sellnow did training on 4/26/2022 and Jeanne Ritter did training on 4/25/2022. Requirements have been met.
4. Approval of any previous meeting minutes. Motion [Radloff/Reynolds] Voice Vote: Motion carried.
5. Received 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. 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
  - a. 2022-01 126 E Madison St. 290-0813-0822-036 Mark & Constance Hurley are the owners. All parties were sworn in. Current Assessment is \$9500 for land and \$60,000 for improvements total of \$69,500. Property is currently listed as poor condition and parties agreed to change it to unusable based on current conditions. Thus changing the improvements to \$55,500 and the land will stay as \$9,500 for a total of \$65,000. Motion [Sellnow/Radloff] Voice Vote: Motion carried. Letter of Determination updated and copied for Sunstrom.
  - b. 2022-02 215 Hendricks St. Property. 290-0813-0534-026. Hurley Storage LLC. All parties were sworn in. Property is currently listed at \$145,500. In reviewing last year's documents and reading notes the property should have been lowered to 130,000 per vote by the BOR in October 2021. Letter of Determination was not updated correctly. Allen will fill out excessive tax form and forward to Ritter. Motion [Sellnow/Radloff] to change assessment to \$25,500 for land and \$105,000 for improvements for a total of \$130,000. Voice Vote: Motion carried.
  - c. Waivers of the required 48-hour notice of intent an objection may be granted if good cause is given. No waivers needed. No other objectors came forward.
  - d. A hearing schedule may be created for objections filed, but not heard. None needed.
9. Adjournment [Radloff/Reynolds] 11:00am

Attest:  
Jeanne Ritter, Clerk/Deputy Treasurer