TOWN of ST. CROIX FALLS
Polk County, Wisconsin
BOARD OF REVIEW
Wednesday, April 24, 2024, 6:30 p.m.
TOWN HALL
(Town Hall Facility is Handicap Accessible)
www.townofstcroixfalls.org

AGENDA

1. **Call to order; Evidence of proper Notice; and Pledge of Allegiance.**
   Board of Review Notice was posted on the Town Hall bulletin board and town's website on March 16, 2024.
2. **Approval of agenda.**
3. **Certification of 2024 Assessment Roll by Assessor to Town Chairman/Town Clerk.**
4. **Oath of Office to Alternate Board of Review members.**
   Do you swear that you will support the constitution of the United States and the constitution of the state of Wisconsin, and will faithfully and impartially discharge the duties of a board of review member to the best of your ability, so help you God?
5. **Swearing in the Assessor for 2024 Board of Review.**
   Do you solemnly swear that any testimony which you shall give is the truth, the whole truth, and nothing but the truth so help you God?
6. **Review Assessment appeals and decision.**
   Notice of an assessment review/appeal must be requested/received by the Town Clerk no less than 48 hours prior to the first convening of the Board of Review. Waiver may be given for "Good Cause" or "Extraordinary Circumstances".
7. **Recess to a later date or Adjourn the 2024 Board of Review <u>sine die.</u>**

Janet Krueger, Town Clerk

<u>HEARING PROCESS PROCEDURE</u>

1. Clerk/Chairman announces name of property owner and parcel number. Only one parcel number is considered at a time.
2. Swearing-in of appellant and all others to testify on matter. Assessor already sworn.
3. Testimony and evidence by appellant. (Board members can question but should wait.)
4. Testimony by assessor. Note: Assessor's valuation is bylaw assumed to be correct. (Board members can question but should wait.)
5. Appellant may ask questions of assessor, and vise-versa.
6. Board members question appellant and assessor.
7. Chair closes hearing; no further testimony allowed.
8. Board makes decision or moves on to next review.