

**VILLAGE OF ELM GROVE
OFFICIAL NOTICE – BOARD OF REVIEW AND OPEN BOOK**

Notice is hereby given that Open Book for the Village of Elm Grove is scheduled to begin August 3, 2020 from 9:00 am to 4:00 pm at Village Hall, 13600 Juneau Blvd., Elm Grove Wisconsin and will continue until August 20, 2020. The Assessment Roll will be complete and open for public examination during that time.

Notice is hereby further given that the Board of Review for the Village of Elm Grove will meet on September 2, 2020 at 6:00 pm at 13600 Juneau Blvd., Elm Grove Wisconsin to consider objection notices filed.

‘Objection form(s) for Real Property Assessment’ and/or ‘Personal Property Assessment’ may be obtained at Village Hall, 13600 Juneau Blvd. or at www.elmgrovetwi.org or by calling 262-782-6700. Intent to file objections **must be filed in the Office of the Village Clerk at least 48 hours prior to the start of the Board of Review.** A waiver to the 48 hour notice may be granted by the Board of Review during the first two hours of the meeting if the applicant shows good cause for the failure to meet the 48 hour notice requirement.

Please be advised of the following requirements to appear before the Board of Review pursuant to Wis. Stats. 70.47(7) and procedural requirements if appearing before the board:

(aa) No person shall be allowed to appear before the board of review, to testify to the board by telephone or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to enter onto property to conduct an exterior view of the real or personal property being assessed.

(ac) After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact, or provide information to, a member of the board about that person's objection except at a session of the board.

(ad) No person may appear before the board of review, testify to the board by telephone or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board or at least 48 hours before the objection is heard if the objection is allowed under sub. (3) (a), that person provides to the clerk of the board of review notice as to whether the person will ask for removal under sub. (6m) (a) and if so which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

(ae) When appearing before the board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

(af) No person may appear before the board of review, testify to the board by telephone or object to a valuation; if that valuation was made by the assessor or the objector using the income method; unless no later than 7 days before the first meeting of the board of review the person supplies to the assessor all of the information about income and expenses, as specified in the manual under s. 73.03 (2a), that the assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph is not subject to the right of inspection and copying under s. 19.35 (1) unless a court determines before the first meeting of the board of review that the information is inaccurate.

Mary S. Stredni CMC, CPM, CPFA
Village Clerk
June 26, 2020