

CITY OF SHEBOYGAN
BOARD OF REVIEW MINUTES

Monday, September 12, 2022

BOARD MEMBERS PRESENT: Andy Ross, Fay Wingrove, and David Hinze

BOARD MEMBER EXCUSED: Chair Ken King

BOARD MEMBER ABSENT: Linda Serranno

STAFF/OFFICIALS PRESENT: City Attorney Charles Adams, City Clerk Meredith DeBruin, Court Reporter Becky Skornicka, City Assessor Mike Grota, Assessment Technician Darcie Beernink, Property Appraiser Taylor Hoffmann, Property Appraiser Rae Ann Schmitz, Commercial Assessor Dwight Frame, Deputy City Clerk Melissa Clevenger

MEMBERS OF THE PUBLIC PRESENT: Dan Waibel

OPENING OF MEETING

Andy Ross called the meeting to order at 10:00 a.m.

1. Roll Call
2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Selection of a Board of Review Vice-Chair

MOTION TO ELECT DAVID HINZE AS VICE CHAIR OF THE BOARD OF REVIEW

Motion by Wingrove, Seconded by Ross

Voting Yea: Wingrove, Ross, Hinze – 3.

MINUTES

4. Approval of minutes from the May 23, 2022 meeting

MOTION TO APPROVE MINUTES FROM THE MAY 23, 2022 MEETING

Motion by Wingrove, Seconded by Ross

Voting Yea: Wingrove, Ross, Hinze – 3.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Receipt of Assessment Department qualifications/credentials

City Assessor Mike Grota submitted credentials from the Assessment Department

MOTION TO ACCEPT CREDENTIALS

Motion by Ross, Seconded by Wingrove

Voting Yea: Wingrove, Ross, Hinze – 3.

6. Assessor's Affidavit regarding 2022 Assessment Roll

City Assessor Mike Grota submitted Assessor's Affidavit regarding 2022 Assessment Roll
MOTION TO ACCEPT DOCUMENT
Motion by Ross, Seconded by Wingrove
Voting Yea: Wingrove, Ross, Hinze – 3.

7. Receipt and review of Assessment Roll

MOTION TO RECEIVE ASSESSMENT ROLL
Motion by Ross, Seconded by Wingrove
Voting Yea: Wingrove, Ross, Hinze – 3.

8. Certify all corrections of error and verify that open book changes are included in the assessment roll

City Assessor Mike Grota submitted into record 2022 Personal Property Summary of Open Book Actions, 2022 Omitted Property Roll (Parcel #59281950534P), 2022 Corrections of errors by Assessors (Parcel #59281321771), and Notices of Amended Assessment at Open Book and Waiver of Amended Assessment Notification (Parcel #59281013160, #59281014353, #59281101450, #59281215828, #59281356157, #59281403710, #59281403585, #59281421480, #59281471012, #59281472545, #59281502050, #59281505650, and #59281431120).
MOTION TO ENTER INTO RECORD AND REFLECT CHANGES
Motion by Ross, Seconded by Wingrove
Voting Yea: Wingrove, Ross, Hinze – 3.

9. Allow taxpayers to examine the assessment roll

Vice Chair David Hinze announced for any taxpayers to examine the roll three times. No one present to review the roll.

10. Consider any waivers of the 48-hour notice of intent to file requirement

There were no waivers to the 48-hour notice of intent to file.

11. Consider requests for waiver of the BOR hearing

Two requests for waiver of Board of Review hearing were submitted to the Board of Review for consideration - 1) Badger State Lofts, LP, located at 1031 Maryland Avenue (Parcel #59281505650) and 2) Wal-Mart, located at 3711 South Taylor Drive (Parcel #59281473120). The Assessor had no objection to granting the waivers.
MOTION TO APPROVE THE WAIVERS
Motion by Wingrove, Seconded by Ross
Voting Yea: Wingrove, Ross, Hinze – 3.

12. Consider requests to testify by telephone or submit a sworn written statement

One request was made to testify by telephone submitted by International Appraisal Company, Inc. for property located at 3535 Weeden Creek Rd. Attorney Adams reviewed the Board policy regarding telephone testimony.
MOTION TO APPROVE THE REQUEST WITH A FRIENDLY AMENDMENT TO ALLOW ONLY INTERNATIONAL APPRAISAL COMPANY TO TESTIFY AND THAT NO NEW EXHIBITS BE ALLOWED ACCORDING THE POLICY.

Motion by Wingrove, Seconded by Ross
Voting Yea: Wingrove, Ross, Hinze – 3.

13. Review Notices of Intent to file objections and prepare schedule

All notices of intent with objections filed were scheduled for Monday, September 26, 2022 and Wednesday, September 28, 2022 (schedule attached to minutes).

Property Appraiser Rae Ann Schmitz and City Assessor Mike Grota provided a brief presentation of the revaluation process.

The Board went off the record briefly, but remained open to any tax payers wishing to appear to examine the roll and/or file objections.

NEXT MEETING DATE

14. Next meeting date: September 26, 2022

ADJOURN

15. Motion to adjourn

MOTION TO ADJOURN AT 12:00 PM
Motion by Wingrove, Seconded by Ross
Voting Yea: Wingrove, Ross, Hinze – 3.

Board of Review Appointment Schedule

Monday, September 26, 2022

If providing documentation, they need to bring to BOR 8 sets

	Property Owners Name and Address	Agent for Property (if applicable)	Residential OR Commercial
9:00 - 9:30 AM	SUNNY SHORE PROPERTIES, LLC		COMMERCIAL
	FRANK SOLLECITO		
	617 N 8TH STREET		
9:30 - 10:00 AM	PENSKE TRUCK LEASING	INTERNATIONAL APPRAISAL COMPANY, INC.	COMMERCIAL
	3535 WEEDEN CREEK RD		
10:00 - 10:15 AM			
	BREAK		
10:15 - 10:45 AM	CASEY KOBYLINSKI		COMMERCIAL
	934 MICHIGAN AVENUE		
10:45 - 11:30 AM	FESTIVAL FOODS	DMA, INC. DANIAL WILLAERT	COMMERCIAL
	595 S TAYLOR DRIVE		
11:30 AM - 12:30 PM			
	LUNCH		
12:30 - 1:15 PM	SHEBOYGAN, LLC	WPTC, INC. BILL ARDERN	COMMERCIAL
	4120 N FRONTAGE RD		
1:15 - 2:00 PM	URB, LLC	RHODE DALES, LLP ATTORNEY, RYAN ZINKEL	COMMERCIAL
	804 N 7TH STREET		
2:00 - 2:45 PM	PIGGLY WIGGLY		COMMERCIAL
	2215 UNION AVENUE		

DELIBERATIONS

Board of Review Appointment Schedule

Wednesday, September 28, 2022

If providing documentation, they need to bring to BOR 8 sets

	Property Owners Name and Address	Agent for Property (if applicable)	Residential OR Commercial
9:00 - 9:15 AM	ROBERT LETTRE		RESIDENTIAL
	717 DILLINGHAM		
9:15 - 9:30 AM	HOLLY BRANDT		RESIDENTIAL
	3802 S 14TH STREET		
9:30 - 9:45 AM	WILLIAM AND KRISTINE BRIEGER		RESIDENTIAL
	3717 S 17TH PLACE		
9:45 - 10:00 AM	PATRICK KENNEDY		RESIDENTIAL
	926 MAYFLOWER AVENUE		
10:00 - 10:20 AM	BREAK		
10:20 - 10:40 AM	PAUL AND KATHRYN BLUM		RESIDENTIAL
	2305 N 3RD STREET		
10:40 - 11:10 AM	DAN AND JEAN WAIBEL		RESIDENTIAL
	65 LAKE COURT		
11:10 - 11:30 AM	ROBERT AND LINDA ECKER		RESIDENTIAL
	609 ALABAMA AVENUE		

Board of Review Appointment Schedule

Wednesday, September 28, 2022

If providing documentation, they need to bring to BOR 8 sets

	Property Owners Name and Address	Agent for Property (if applicable)	Residential OR Commercial
11:30 AM - 12:30 PM	LUNCH		
12:30 - 12:45 PM	NICHOLA ZOHRAB		RESIDENTIAL
	328/330 ST CLAIR AVENUE		
12:45 - 1:00 PM	DARBIE MAGRAY		RESIDENTIAL
	1517 N 4TH STREET		
1:00 - 1:30 PM	COLLIN NEBBIA		RESIDENTIAL
	1530 N 24TH STREET		
1:30 - 1:45 PM	SANDRA SPIELVOGEL/ JAMES FERGADES		RESIDENTIAL
	2225 N 38TH STREET		
1:45 - 2:00 PM	MICHELE KELLER/STEVE HUBBARD		RESIDENTIAL
	780 S PIER DRIVE, UNIT #305		
2:00 - 2:15 PM	BREAK		
2:15 - 2:45 PM 2:45 - 3:15 PM	RONALD ERLIEN		RESIDENTIAL
	535 AND 541 HUMBOLDT AVENUE		

DELIBERATIONS