

CITY OF SHEBOYGAN
BOARD OF REVIEW MINUTES

Monday, April 21, 2025

OPENING OF MEETING

1. Roll Call
Board members present: Andy Ross, Fay Uraynar (arrived at 9:03 a.m.), David Hinze, and Michael Vandersteen.
2. Pledge of Allegiance
The Pledge of Allegiance was recited.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3. Selection of Board of Review Chairperson and Vice Chairperson.

MOTION TO ELECT MIKE VANDERSTEEN AS CHAIR

Motion made by Hinze, Seconded by Ross.

No other nominations received,

MOTION TO CLOSE NOMINATIONS AND CAST UNANIMOUS VOTE FOR VANDERSTEEN.

Motion made by Hinze, Seconded by Ross.

Voting Yea: Hinze, Ross, Vandersteen.

MOTION TO ELECT DAVID HINZE AS VICE CHAIR

Motion made by Ross, Vandersteen.

No other nominations received,

MOTION TO CLOSE NOMINATIONS AND CAST UNANIMOUS VOTE FOR HINZE.

Motion made by Vandersteen, Seconded by Ross.

Voting Yea: Hinze, Ross, Vandersteen.

4. Confirmation of appropriate Board of Review and Open Meeting notices.
City Clerk DeBruin confirmed all notices were posted according to open meetings law.
5. Verify the City of Sheboygan has adopted an Ordinance for the confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af)).
City Clerk DeBruin confirmed Gen. Ord. No. 90-99-00 was adopted by the City Council.
6. Policy regarding the procedure for waiver of Board of Review hearing requests.

MOTION TO ADOPT POLICY

Motion made by Hinze, Seconded by Ross.

Voting Yea: Hinze, Ross, Uraynar, Vandersteen.

7. Policy regarding the procedure for sworn telephone testimony and sworn written testimony.

MOTION TO ADOPT POLICY

Motion made by Hinze, Seconded by Ross.

Voting Yea: Hinze, Ross, Uraynar, Vandersteen.

NEXT MEETING DATE

8. Next meeting date: September 9, 2025

ADJOURN

9. Motion to adjourn

MOTION TO ADJOURN AT 9:05 A.M.

Motion made by Hinze, Seconded by Ross.

Voting Yea: Hinze, Ross, Uraynar, Vandersteen.