

**VILLAGE OF DRESSER**  
**2021 BOARD OF REVIEW**  
**DRESSER MUNICIPAL OFFICE – 102 W MAIN STREET**  
**Tuesday, September 21, 2021**  
**5:00 PM (must be in session a minimum of 2 hours)**

**AGENDA**

1. Call to Order by President
2. Roll Call
3. Confirmation of appropriate Board of Review and Open Meetings notices by Clerk
4. Select a Chairperson for Board of Review
5. Select a Board of Review Vice-Chairperson
6. Verify that a member has met the mandatory training requirements by Clerk
7. For the record: Dresser has adopted Municipal Code Ordinance 1.03 Section (1) Board of Review that does include the Confidentiality of Income and Expense Information Provided to the Assessor under state law (sec. 70.47(7)(af))
8. For the record: Dresser has approved Policy - Procedure for Sworn Telephone or Sworn Written Testimony Requests
9. For the record: Dresser has approved Policy - Procedure for Waiver of Board of Review Hearing Requests
10. Filing and summary of Annual Assessment Report by Assessor's Office
11. Receipt of the Assessment Roll by clerk from the Assessor - Signing of the Assessment Roll/Clerk to Swear in the Assessor
12. Discussion/Action – Verify with the Assessor that open book changes are included in the Assessment Roll
13. Review of the 2021 Assessment Roll
14. During the first two hours, consideration of:
  - a. Waivers of the required 48-hour notice of intent to file an objection when there is good cause
  - b. Requests for Board of Review hearing waiver to allow the property owner an appeal directly to circuit court
  - c. Requests to testify by telephone or submit sworn written statement
  - d. Subpoena requests and
  - e. Act on any other legally allowed/required Board of Review matters
15. Review Notices of Intent to File Objection
16. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date
17. Consider/act on scheduling additional Board of Review date(s)
18. Adjourn (to future date if necessary)