

CITY OF PLYMOUTH

City Hall, 128 Smith Street

Board of Review Meeting

Wednesday, June 6, 2018 Room 305 1:00 PM to 3:00 PM

**Mayor Pohlman
Charlie Hansen
Greg Hildebrand**

**Todd Neils
Carole O'Malley
Patricia Huberty**

**Assessor Walt Hughes
Administrator Brian Yerges
Attorney Crystal Fieber**

Agenda:

- 1. Call to order and roll call:**
 - A. Note Regular members and Alternates:**
 - B. Notation of all others present:**
- 2. Select Chair and Vice-Chair:**
- 3. Verify that Clerk filed the required training affidavit (Done May 10, 2018):**
- 4. Confirm:**
 - A. Assessment notices were mailed on April 25, 2018:**
 - B. Confirm with Assessor the date the Assessment Roll was received from the County:**
 - C. Open Book dates were May 1, 2018, 2:00 to 4:00 pm, Assessor Walt Hughes was present, and May 16, 2018, 1:00 to 3:00 pm, Assessor John Holton was present. Publication was in the Plymouth Review on April 13, 2018. Postings were placed at City Hall lobby and website, Plymouth Utilities, and Plymouth Library on April 10, 2018. 2018 Guides for Property Owners were available at the Clerk's Office as well as from the Assessor.**
 - D. The Board of Review publication was done on May 16, 2018 in the Plymouth Review. Postings were placed on the City website, the City Hall lobby, Plymouth Utilities, and Plymouth Public Library on April 12, 2018 and posted on City Hall doors on May 21, 2018.**
- 5. Examine Assessment Roll to confirm Assessor's Affidavit and signature are attached and confirm what level assessment is at:**
- 6. Verify with Clerk what cases have been scheduled for the meeting and note any requests for removal of a board member and/or alternates:**
- 7. Conduct Board of Review Hearings:**
- 8. Adjournment:**

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Patricia Huberty, Clerk at 128 Smith St., Plymouth, WI. (920) 893-1271