

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Administration Committee and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA  
BOARD OF REVIEW  
Third Floor Council Chambers  
140 Main Street, Menasha  
July 27, 2012  
9:00 AM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. ACTION ITEMS
  - 1. [Approve Minutes of July 19, 2012](#)
  - 2. Hearing Objections, Review, Board Determinations
  - 3. Approve Minutes of July 27, 2012
- D. ADJOURNMENT – Sine Die

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA  
BOARD OF REVIEW  
Third Floor Council Chambers  
140 Main Street, Menasha  
July 19, 2012  
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Eckrich at 10:00 a.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Commissioners Kordus, Zielinski, Nichols, Rudolph, Eckrich

ALSO PRESENT: CA/HRD Captain, Assessor Mark Brown, Clerk Galeazzi

C. ACTION ITEMS

1. Approve Minutes of June 11, 2012

Moved by Comm. Zielinski, seconded by Comm. Nichols to approve minutes.

Motion carried on voice vote.

2. Clerk's Report – Posting of Board of Review Notification

Clerk Galeazzi reported as per Wisconsin State Statute 70.47 Board of Review notification was published in the City's official newspaper, Post Crescent on July 2 and posted at City Hall, Menasha Post Office, Menasha Library, Menasha Police Department and Menasha Utilities.

3. Examine Assessment Roll

Commissioners review the 2012 Assessment Roll

4. Hearing Objections, Review, Board Determinations

Clerk Galeazzi reported Deanna & Daniel Coonen, 824 First Street Menasha, filed a Notice of Intent within the first two hours of the meeting for the property at 828 First St., Menasha.

Board discussed if the Coonens showed good cause for failure to meet the 48-hour notice requirement.

Moved by Comm. Zielinski, seconded by Comm. Kordus to waive the 48-hour notice requirement and hear the case of Deanna & Daniel Coonen.

Motion carried on roll call 3-2.

Comm. Kordus, Zielinski, Nichols – yes

Comm. Rudolph, Eckrich – no

Assessor Brown stated he did not agree with waiving the 48-hours and required more time to prepare his case.

The Board set Friday July 27, 2012 at 9AM to hear the case of Deanna & Daniel Coonen.

4. Hearing Objections, Review, Board Determinations, cont'd.

**Curt Cleveland, 604 12<sup>th</sup> Street, Menasha, Property address is 604 12<sup>th</sup> Street, Tax Key #4-00732-02, Assessed Value \$105,000.**

Clerk swore in Curt Cleveland and Mark Brown to give testimony.

Mr. Cleveland, property owner, stated he feels the property should be assessed at \$99,000. He explained how he came up with \$99,000. He presented what he feels are better comparable properties.

Assessor Brown explained the procedure used to establish the assessed value of \$105,000 and what properties he used as comparables.

Board members asked questions of property owner and Assessor.

Moved by Comm. Rudolph, seconded by Comm. Nichols to sustain the Assessor's assessment of \$105,000

Motion carried on roll call 5-0.

Clerk prepared Notice of Board of Review Determination and gave to property owner.

**Scott Francis, 319 Cleveland St, Menasha, Property address is 319 Cleveland St, Tax Key #3-00149-00, Assessed Value \$146,500**

Clerk swore in Scott Francis. Assessor was already sworn in

Mr. Francis, property owner, stated the property is over assessed based on an appraisal done by Stevenson Appraisal Company on September 22, 2011. Mr. Francis submitted a copy of the appraisal.

Assessor Brown explained the procedure used to establish the assessed value of \$146,500. He reviewed the comparables.

Board members asked questions of property owner and Assessor.

Moved by Comm. Rudolph to change assessment to \$140,000 based on comparables in general area of subject property.

No second, motion dies.

Moved by Comm. Nichols, seconded by Comm. Zielinski to sustain the Assessor's assessment of \$146,500

Motion carried on roll call 4-1.

Comm. Kordus, Zielinski, Nichols, Eckrich – yes

Comm. Rudolph – no

Clerk prepared Notice of Board of Review Determination and gave to property owner.

5. Approve Minutes of July 19, 2012

No action required

#### D. ADJOURNMENT

Moved by Comm. Zielinski, seconded by Comm. Kordus to adjourn to July 27, 2012 at 9:00 a.m. The Board adjourned at 12:00 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk