

BOARD OF REVIEW AGENDA
MONONA PUBLIC LIBRARY MUNICIPAL ROOM
1000 NICHOLS ROAD
TUESDAY, JUNE 30, 2020
6:00 P.M.

- A. Call To Order
- B. Roll Call
- C. Assessor Oath Of Office
- D. Acceptance Of The 2020 Assessment Roll
- E. Approval Of Minutes From May 19, 2020
- F. Appearances Before The Board Of Review:
 - 1. 6:15 p.m. – Pat Coyne, 6306 Southern Circle, Parcel No. 0710-204-7120-0
 - 2. 6:30 p.m. – Dale & Vickie Scoville, 5509 Pheasant Hill Road, Parcel No. 0710-201-2532-5
5320 Admiral Drive, Parcel No. 0710-212-3069-2
 - 3. 6:45 p.m. – Menards, 6401 Copps Avenue, 0710-214-6611-6
925 East Broadway, 0710-214-6580-2
 - 4. 7:00 p.m. –
 - 5. 7:30 p.m. –
 - 6. 7:45 p.m. –
 - 7. 8:00 p.m. --
- G. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information about a subject, over which they have decision-making responsibility. 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.

DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference at <https://us02web.zoom.us/j/89425752859> or by downloading the free Zoom program to your computer at <https://zoom.us/download>. At the date and time of the meeting log on through the Zoom program and enter Meeting ID: 894 2575 2859.

You may attend via telephone conference by calling the following phone number:

PHONE NUMBER: 1-312-626-6799 / MEETING ID: 894 2575 2859, FOLLOWED BY #
Please mute your phone when not speaking to ensure best possible audio quality.

BOARD OF REVIEW MINUTES
May 19, 2020

The regular meeting of the Board of Review, via ZOOM, for the City of Monona was called to order by Chair Larsen at 5:26 p.m.

Present: Chair Robert Larsen, Jim Hoelzel, Richard Mastenbrook, Jim Lampe, 1st Alternate Ryan Kelley, and 2nd Alternate Luke Dorzweiler (attended in person)

Excused: Scott Warner

Also Present: Director of Administrative Services Leah Kimmell (assisted with the virtual meeting application) and City Clerk Joan Andrusz

ROLL CALL

APPROVAL OF MINUTES

A motion by Mr. Hoelzel, seconded by Mr. Lampe to approve the minutes of June 4, 2019, was carried.

APPOINTMENT OF CHAIRPERSON

A motion by Mr. Mastenbrook, seconded by Mr. Lampe to nominate and confirm the appointment of Robert Larsen to remain as Board of Review Chairperson for the 2020/2021 term, was carried.

ACKNOWLEDGEMENT

Chair Larsen verified with City Clerk Andrusz that this meeting and the Board of Review hearing have been properly noticed. City Clerk Andrusz reported that in addition to the legal requirement of posting in one public place and on the City's website along with a "newsflash" notice, an article was in the most current Newsletter which included Open Book dates. Unfortunately, those dates had to be changed due to COVID-19 delays, however the official notices noted the changes and contained the correct dates.

Chair Larsen announced acknowledgement that the mandatory training requirements specified in §70.46(4), Wisconsin Statutes have been met (1st Alternate Ryan Kelley and 2nd Alternate Luke Dorzweiler through May, 2022).

ASSESSOR'S REPORT

City Clerk Andrusz announced the assessment roll is not ready. The preliminary result is an overall average increase in assessments of 3.78% (Residential 5.52%, Commercial -0.03%). Assessment Notices were mailed to all property owners on May 13th with the assessment roll available in City Hall on April 14th. Open Book will be held via telephone on May 27th and 28th.

Further information was provided by the Assessor via email: Commercial values were not changed across the board because the ratio was over 99%. The only changes were to properties that sold in 2019 or were flagged for a specific reason. Residential parcels on the water were not changed because those 2019 sales ratio came in at 99.6%. The average market adjustment for the remaining residences was 8%.

DISCUSSION OF HOLDING THE BOARD OF REVIEW HEARING VIA ZOOM

Chair Larsen requested member's opinions on holding the Board of Review hearing via ZOOM. Many City boards are using it and he thought it was worth a try for this short, uncomplicated meeting. It would be beneficial if there were no cases since members have to be present for 2 hours. It would be different if there were witnesses. Mr. Lampe responded it saves member's time and effort. Mr. Hoelzel stated it would be difficult for witnesses to see who's talking, but is worth a try.

Chair Larsen stated there could be a virtual session if no hearings are on the docket. If someone showed up, instead of debate or hearing right then, they could be scheduled for a later time and would have to agree to that subsequent date, and the Board could possibly convene physically to hear that case. If there's only one case, that person can be asked if they want to meet via ZOOM and they'd have to agree to provide paperwork and the objection form ahead of time to allow time for review and would have to agree to participate via ZOOM. Mr. Mastenbrook questioned who manages this technology. Chair Larsen stated City Clerk Andrusz would have a computer there with the program running. It will be harder to manage if people request a hearing in advance. City Clerk Andrusz will ask objectors if they are willing to attend via ZOOM.

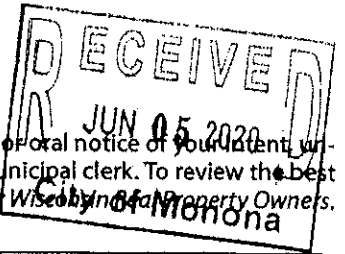
City Clerk Andrusz stated she will look into this option, but has concerns about City Assessor Jim Danielson's schedule and whether he would be available for multiple meetings, Municipal Room availability, and member's schedules. Hearings need to be recorded. Social distancing is possible in the Municipal Room. She is not sure it is legal to turn away an objector; the Board has to be in session for 2 hours to hear cases. She will contact Assessor Danielson and City Attorney William Cole. Mr. Hoelzel suggested it would be most expeditious if the Chair did this research. Chair Larsen stated it will make a difference if there is 1 case versus 10.

ADJOURNMENT

A motion by Mr. Mastenbrook, seconded by Mr. Lampe to adjourn to a future date when the assessment roll will be ready, June 30, 2020, 6:00 p.m. at the Library Municipal Room, was carried. (6:02 p.m.)

Joan Andrusz
City Clerk

Objection to Real Property Assessment



To file an appeal on your property assessment, you must provide the Board of Review (BOR) clerk written or oral notice of your intent, under state law (sec. 70.47(7)(a), Wis. Stats.). You must also complete this entire form and submit it to your municipal clerk. To review the best evidence of property value, see the Wisconsin Department Revenue's *Property Assessment Appeal Guide for Wisconsin Property Owners*.

Complete all sections:

Section 1: Property Owner / Agent Information

*** If agent, submit written authorization (Form PA-105) with this form**

Property owner name (on changed assessment notice) Daniel M. + Patrice A. Coyne			Agent name (if applicable)		
Owner mailing address 6306 Southern Cir.			Agent mailing address		
City Monona	State WI	Zip 53716	City	State	Zip
Owner phone [REDACTED]	Email [REDACTED]	Owner phone	Email		

Section 2: Assessment Information and Opinion of Value

Property address 6306 Southern Circle			Legal description or parcel no. (on changed assessment notice) # 7102 0471200		
City Monona	State WI	Zip 53716			
Assessment shown on notice - Total 341,400 -			Your opinion of assessed value - Total 334,800 -		

If this property contains non-market value class acreage, provide your opinion of the taxable value breakdown:

Statutory Class	Acres	\$ Per Acre	Full Taxable Value
Residential total market value			
Commercial total market value			
Agricultural classification: # of tillable acres		@ \$ acre use value	
# of pasture acres		@ \$ acre use value	
# of specialty acres		@ \$ acre use value	
Undeveloped classification # of acres		@ \$ acre @ 50% of market value	
Agricultural forest classification # of acres		@ \$ acre @ 50% of market value	
Forest classification # of acres		@ \$ acre @ market value	
Class 7 "Other" total market value		market value	
Managed forest land acres		@ \$ acre @ 50% of market value	
Managed forest land acres		@ \$ acre @ market value	

Section 3: Reason for Objection and Basis of Estimate

Reason(s) for your objection: (Attach additional sheets if needed) 2019 sales indicate an 8% increase	Basis for your opinion of assessed value: (Attach additional sheets if needed) Sales data
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Section 4: Other Property Information

- A. Within the last 10 years, did you acquire the property? Yes No
 If Yes, provide acquisition price \$ _____ Date - - - - Purchase Trade Gift Inheritance (mm-dd-yyyy)
- B. Within the last 10 years, did you change this property (ex: remodel, addition)? Yes No
 If Yes, describe **windows replaced - the last of the 965 windows** down windows count
 Date of last changes **summer** Cost of changes **\$15,000** Does this cost include the value of all labor (including your own)? Yes No
also family room remodel about 4 years ago.
- C. Within the last five years, was this property listed/offered for sale? Yes No
 If Yes, how long was the property listed (provide dates) - - - - to - - - -
 (mm-dd-yyyy) (mm-dd-yyyy)
 Asking price \$ _____ List all offers received _____
- D. Within the last five years, was this property appraised? Yes No
 If Yes, provide: Date - - - - Value _____ Purpose of appraisal _____
 (mm-dd-yyyy)
 If this property had more than one appraisal, provide the requested information for each appraisal. _____

Section 5: BOR Hearing Information

- A. If you are requesting that a BOR member(s) be removed from your hearing, provide the name(s): _____
Note: This does not apply in first or second class cities.
- B. Provide a reasonable estimate of the amount of time you need at the hearing 15 minutes.

Property owner or Agent signature Patrice A. Coyne	Date (mm-dd-yyyy) 6-3-2020
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**Board of Review
Objection to Assessment**

**6306 Southern Circle
Parcel #: 71020471200**

Key details:

Style: 03 = Split level

Story: 1

Grade: C+

Overall: E = Fair

Interior condition: 2 – same

Kitchen condition: 2 – good

Bath condition: 2 – good

Square footage: 2,140 sq. feet on level 1; 500 sq. feet basement total: 2,640

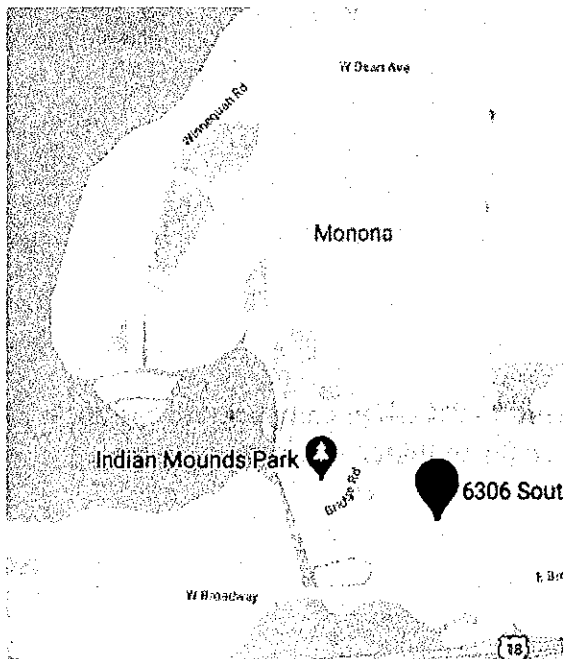
Assessed value of improvements: \$285,500

Land: .2416 acre, assessed at \$55,900

Total assessment: \$341,400

2019 assessment: \$310,000

Increase: 10.1%



Basis of Objection:

The sale price of Style 03 homes in 2019 indicates an average 8% increase from their 2019 assessed value.

Request:

Change the assessment to \$334,400 to reflect this 8% increase rather than 10.1%.

Data:

The data listed below is all of the style=03 sales in 2019, as provided by Accurate Appraisals.

The two middle lines, in red, are the results of remodels and are dropped from this analysis.

FANCL	ADDRESS	DATE	\$S	2019	%	ST	YR	BLA	FLA	BD	FR	BR	CDL	NE	LOT	LRPR	S/Q	NOTES	
SPLIT LEVEL																			
071020304742	704 MICHOIS RD	6/28/2019	\$373,000	\$253,700	6.02%	3	1964	1374	414	3	1	C+	C	1	9163	64200	3276.20		
071020106291	5202 BRANDY PL	8/16/2019	\$214,000	\$227,900	21.75%	3	1965	1625.5	318	4	2	1	C	D	1	9600	67200	1155.03	
071020208834	5500 SCHLUTER RD	6/28/2019	\$340,900	\$323,500	3.16%	3	1929	2148	0	4	2	0	C	D	1	8543	56300	1136.63	
071020441108	493 MIDLAND LN	6/28/2019	\$245,000	\$313,800	9.94%	3	1964	1292	338	5	2	1	C+	C	2	12900	54200	2159.79	
071020447380	6300 SYLVAN LN	9/26/2019	\$341,000	\$291,800	16.86%	3	1967	1438	418	3	2	1	C	D	2	10875	56400	2154.91	VALID, NOT FOR
071020410103	6107 QUEENS WAY	7/8/2019	\$435,000	\$215,000	102.33%	3	1957	1962	568	3	2	1	C	D	2	11050	56700	1430.87	NOT FOR RATIO
071020303012	6020 MIDWOOD AVE	9/16/2019	\$162,000	\$259,900	8.16%	3	1985	1521	0	4	3	1	C+	C	2	8506	50300	1603.07	
071020305792	6101 BRIDGEWOOD AVE	10/18/2019	\$435,000	\$333,200	21.55%	3	1955	2448	890	4	1	1	C	D	2	17160	78200	1123.05	
071017349096	4917 IRVIN/ROSAH RD	5/29/2019	\$110,000	\$267,900	11.44%	3	1955	1071	590	2	2	0	C	C	4	11558	81900	1158.57	
071019763534	1464 BASHBURN TRL	10/24/2019	\$685,000	\$645,500	6.27%	3	2008	2574	962	3	2	1	C	D	5	8700	441000	593.71	

Analysis:

Column E is the 2019 assessment. The total is \$2,934,800.

Column D is the actual sale price. The total is \$3,170,900.

This increase is 8.04%.

➔ The actual sales data indicates that the market price has increased by 8% when compared to the 2019 assessed value. Not 10%. Therefore, 2020 assessments should go up 8% to match the data.

#2

Received June 11, 2020

Dale & Vickie Scoville

5509 Pheasant Hill Road
Parcel No. 0710-201-2532-5

5320 Admiral Drive
Parcel No. 0710-212-3069-2

Received by City Clerk, Joan Andrusz

#3

Received June 28, 2020

Menards

6401 Copps Avenue
Parcel No. 0710-214-6611-6

925 East Broadway
Parcel No. 0710-214-6580-2

Received by City Clerk, Joan Andrusz