

TOWN OF OAKLAND BOARD OF REVIEW
Thursday, October 30, 2025
5:00pm – 7:00pm
Oakland Town Hall, 6152 S County Rd K South Range, WI 54874

Agenda

1. Call the Board of Review (BOR) to order & Meeting Recording Announcement
2. Roll Call – Confirmation of appropriate BOR and Open Meetings notices.
3. Select a Chairperson for BOR
4. Select a BOR Vice-Chairperson
5. Verify that at least one BOR member has met the mandatory training requirements.
6. Verify Town Ordinance for the confidentiality of income and expense information provided to the Assessor under state law (Wis. Stat. 70.47(7)(a))
7. Review of new laws.
8. Adoption of amendment to policy regarding the procedure for sworn telephone testimony and sworn written testimony.
9. Adoption of policy regarding the procedure for waiver of BOR hearing requests.
10. Review the Assessor's level of assessment (Annual Assessment Report or similar document)
11. Receipt of the assessment roll by the Clerk from the Assessor.
12. Receive the Assessment Roll and sworn statements from the Clerk.
13. Review the Assessment Roll and perform statutory duties:
 - a. Examine the Roll
 - b. Correct description or calculation errors
 - c. Add omitted property
 - d. Eliminate double-assessed property.
14. Discussion/Action – Certify all corrections of error under state law (Wis. Stat. 70.43)
15. Discussion/Action: Verify with the Assessor that open-book changes are included in the assessment roll.
16. Allow taxpayers to examine assessment data.
17. 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 waiver of the BOR hearing allowing the property owner an appeal directly to the circuit court
 - c. Requests to testify by telephone or submit a sworn written statement
 - d. Subpoena requests, and
 - e. Act on any other legally allowed or required BOR matters
18. Review Notices of Inten to File Objection
19. Proceed to hear objections, if any and if proper notice/waivers are given unless scheduled for another date.
20. Consider/act on scheduling additional BOR Date(s)
21. Adjourn

Lydia Schroeder, Town Clerk, Town of Oakland
Posted on October 28, 2025

NOTICE

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. IF A PERSON WITH A DISABILITY REQUIRES THAT THE MEETING BE ACCESSIBLE OR THOSE MATERIALS AT THE MEETING BE IN AN ACCESSIBLE FORMAT, CALL THE OAKLAND CLERK'S OFFICE AT LEAST 48 HOURS IN ADVANCE TO REQUEST ADEQUATE ACCOMMODATIONS. TEL: 715-399-0206