

PUBLIC NOTICE

STATE OF WISCONSIN)
(SS
CITY OF MANITOWOC)

NOTICE IS HEREBY GIVEN that it is anticipated that the assessment rolls of the City of Manitowoc for the year 2008 will be completed and delivered to the City Clerk and will be open for examination by all the taxable inhabitants of said City of Manitowoc from Monday, April 28, through Friday, May 2, 2008.

NOTE: All property owners having a change in valuation from the previous year were mailed a notice of the 2008 assessed valuation of their property, as required by Section 70.365 of the Wisconsin Statutes.

FURTHER, BE ADVISED that the City Assessor will be present on Monday, April 28, 2008, from 8:00 A.M. to 10:00 A.M. at City Hall, and at said time instructional materials shall be available.

NOTICE IS FURTHER GIVEN that the Board of Review for the City of Manitowoc shall hold its first meeting on Wednesday, May 28, 2008, from 10:00 A.M. to 12:00 Noon at City Hall in the Council Chambers and will adjourn thereafter from time to time until its business is completed. Please be advised of the following requirements of Section 70.47 of the Wisconsin Statutes:

No person shall be allowed to appear before the Board of Review, to testify to the Board by telephone or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the Assessor to view such property.

After the first meeting of the Board of Review and before the Board's final adjournment, no person who is scheduled to appear before the Board of Review may contact, or provide information to, a member of the Board about the person's objection except at a session of the Board.

No person may appear before the Board of Review, testify to the Board by telephone or

contest the amount of any assessment unless, at least 48 hours before the first meeting of the Board or at least 48 hours before the objection is heard if the objection is allowed because the person has been granted a waiver of the 48-hour notice of an intent to file a written objection by appearing before the Board during the first two hours of the meeting and showing good cause for failure to meet the 48-hour notice requirement and files a written objection, that person provides to the Clerk of the Board of Review notice as to whether the person will ask for removal of any Board members and, if so, which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.

When appearing before the Board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.

No person may appear before the Board of Review, testify to the Board by telephone or object to a valuation; if that valuation was made by the Assessor or the Objector using the income method; unless the person supplies to the Assessor all of the information about income and expenses, as specified in the manual under Section 73.03(2a), that the Assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the Assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determines that is inaccurate, is not subject to the right of inspection and copying under Section 19.35(1).

The Board shall hear upon oath, by telephone, all ill or disabled persons who present to the Board a letter from a physician, surgeon or osteopath that confirms their illness or disability. No other persons may testify by telephone.

If you have any questions, please contact City Clerk Jennifer Hudon at 920-686-6950 between 8:00 A.M. and 4:30 P.M. Monday through Friday.

If you need accommodation for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950, or TDD 920-686-6552.

Dated this 8th day of April, 2008.

Published April 13, 2008.

(Signed) Jennifer Hudon
City Clerk

(Notice published and posted per 70.45 & 70.47 (2) Wis. Stats)

Publish in Herald Times Reporter on Sunday, April 13, 2008
Display Ad - Double Column
2 Proofs of Publication (Must have by May 28, 2008)

POSTED 4/9/08: United States Post Office
 Manitowoc County Courthouse
 City Hall Bulletin Board

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Comment [Comment1]: BOARD OF REVIEW TIME LINE (SS 70.45 & 70.47)

Assessor must Notify Real Property Owners of Change in Assessment at least 15 days before the Board of Review hearing.

Clerk should publish a notice at 15 days before the roll is open to the public declaring the days on which the Assessment Roll will be open for examination.

Assessor must be present at this "open examination" period for at least two hours.

Clerk must publish a notice of time and place of BOR and post in at least 3 public places and on the door of City Hall or Council Chambers.

Assessor must deliver completed assessment roll to Clerk at least one week before the BOR meets.

BOR meets annually anytime during the 30-day period beginning on the second Monday in May. Must be in session at least 2 hours.

Comment [Comment2]: This page is not for publication by HTR – this is for posting by City Clerk in three public places.

STATE OF WISCONSIN)

(ss

CITY OF MANITOWOC)

_____, being duly sworn on oath deposes and says that he/she is and was at the time hereinafter mentioned an employee of the City Clerk's office of the City of Manitowoc; that on the ____ day of _____, 20____, he/she posted a notice, of which the attached notice is a true copy, on bulletin boards located in the City of Manitowoc at the City Hall, Court House and Post Office.

Dated this ____ day of _____, 20____.

Employee of City Clerk's Office

Subscribed and sworn to be before me this ___ day of _____, 20____.

City Clerk