



**CITY OF CEDARBURG
A MEETING OF THE BOARD OF REVIEW
TUESDAY, JUNE 9, 2026 – 6:00 PM**

A meeting of the Board of Review, City of Cedarburg, Wisconsin, will be held on Tuesday, June 9, 2026 at 6:00 PM. This meeting will be held in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., on the second floor, Council Chambers.

AGENDA

1. CALL TO ORDER
 - A. Eric Hofhine
2. ROLL CALL
 - A. Present - Eric Hofhine, Mary-Kay Bourbulas, Doug Yip, Tim Voeller
3. STATEMENT OF PUBLIC NOTICE
4. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON
5. REVIEW AND CERTIFY CODE OF ETHICS
6. APPROVAL OF MINUTES
 - A. Approval of June 3, 2025 and June 18, 2025 minutes.
7. VERIFY THAT A MEMBER OR MEMBERS HAVE MET THE MANDATORY TRAINING REQUIREMENTS
8. VERIFY THAT THE CITY HAS AN ORDINANCE FOR THE CONFIDENTIALITY OF INCOME AND EXPENSE INFORMATION PROVIDED TO THE ASSESSOR UNDER STATE LAW SEC.70.47(7)(AF)
9. REVIEW OF ANY NEW LAWS
10. FILING AND SUMMARY OF ANNUAL ASSESSMENT REPORT BY ASSESSOR'S OFFICE
11. RECEIPT OF THE ASSESSMENT ROLL BY CLERK FROM THE ASSESSOR
12. RECEIVE THE ASSESSMENT ROLL AND SWORN STATEMENTS FROM THE CITY CLERK
13. REVIEW OF THE ASSESSMENT ROLL AND PERFORM STATUTORY DUTIES:
 - A. Examine the Assessment Roll, Correct description or calculation errors, Add omitted property, and Eliminate double-assessed property

14. DISCUSSION/ACTION - CERTIFY ALL CORRECTIONS OF ERROR UNDER STATE LAW (SEC. 70.43, WIS STATS)
15. DISCUSSION/ACTION - CERTIFY OMISSIONS UNDER STATE LAW (SEC. 70.44)
16. DISCUSSION/ACTION - VERIFY WITH THE ASSESSOR THAT OPEN BOOK CHANGES ARE INCLUDED IN THE ASSESSMENT ROLL
17. ALLOW TAXPAYERS TO EXAMINE ASSESSMENT DATA
18. CONSIDERATION OF:
 - A.
 - Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
 - Requests for waiver of the Board of Review hearing, allowing the property owner an appeal directly to the circuit court,
 - Requests to testify by telephone or submit a sworn written statement,
 - Subpoena requests, and
 - Act on any other legally allowed/required Board of Review matters
19. REVIEW NOTICES OF INTENT TO FILE OBJECTIONS
20. ESTABLISH PROCEDURES FOR HEARING OBJECTIONS
21. CONFIRM SCHEDULE FOR HEARING OBJECTIONS
22. HEARINGS AND ACTION TO BE TAKEN ON PROPERTY OWNER'S OBJECTIONS TO ASSESSMENTS
23. CONSIDER/ACT ON SCHEDULING ADDITIONAL BOARD OF REVIEW DATE(S) IF NECESSARY
24. ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Please contact the City Clerk's office at (262) 375-7606, e-mail: cityhall@cityofcedarburg.wi.gov