

## AGENDA

CITY OF MONONA  
BOARD OF REVIEW  
CITY HALL CONFERENCE ROOM  
5211 SCHLUTER ROAD  
TUESDAY, MAY 18, 2021  
**5:30 P.M.**

- A. Call To Order
- B. Roll Call
- C. Approval of Minutes of the Board of Review Hearing June 30, 2020
- D. Confirmation of the Appointment of the Chairperson of the Board of Review
- E. Acknowledgement that the mandatory training requirements specified in §70.46(4), Wisconsin Statutes have been met (Members Ryan Kelley (1<sup>st</sup> Alternate) and Luke Dorzweiler (2<sup>nd</sup> Alternate) through May, 2022
- F. Assessor's Report
  - Approximate percentage of assessment change: Preliminary result is an overall increase of 4.91% (Residential 7.08%, Commercial 0.05%)
  - Assessment notices to all property owners: April 19, 2021
  - Assessment Roll available in City Hall: April 19, 2021
  - Open Book: May 3 and 4, 2021 (appointments via telephone)
- G. Discussion of Board of Review Training Requirement Law Change for 2022
- H. Adjournment to 6:00 p.m. Tuesday, June 8, 2021 at the Library Municipal Room

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 or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

BOARD OF REVIEW MINUTES  
June 30, 2020

The hearing of the Board of Review for the City of Monona was called to order by Chairman Larsen at 6:00 p.m.

Present: Chairman Robert Larsen, Richard Mastenbrook (via Zoom), Jim Hoelzel, Scott Warner, and Jim Lampe

Excused: 2<sup>nd</sup> Alternate Luke Dorzweiler

Absent: 1<sup>st</sup> Alternate Ryan Kelley

Also Present: City Assessor Jim Danielson from Accurate Appraisal and City Clerk Joan Andrusz

ROLL CALL

Chairman Larsen determined there was a quorum present and excused 2<sup>nd</sup> Alternate Dorzweiler, who remained to observe the proceedings.

ASSESSOR OATH OF OFFICE

City Assessor Danielson swore his Oath of Office as administered by City Clerk Andrusz.

ACCEPTANCE OF ASSESSMENT ROLL

City Assessor Danielson signed the Assessor's Affidavit and the 2020 Assessment Roll was received and accepted by City Clerk Andrusz.

A motion by Mr. Lampe, seconded by Mr. Warner to confirm Acceptance the 2020 Assessment Roll, was carried.

APPROVAL OF MINUTES

A motion by Mr. Lampe, seconded by Mr. Hoelzel, to approve the minutes of the May 19, 2020 Board of Review meeting, was carried.

APPEARANCES BEFORE THE BOARD OF REVIEW

City Clerk Andrusz distributed revised agendas prior to the hearing. City Assessor Danielson reported that two cases have been resolved prior to the hearing and those objections were withdrawn. One case remains. Chairman Larsen explained procedures to those present. The Complainant presents their case, followed by the Assessor's case presentation. Members ask questions of all those who testify. The Complainant may respond and ask questions of the Assessor and the Assessor may question the Complainant, and both may provide summary statements prior to deliberations. When the case is declared closed deliberations and the Board's decision follows. There is a statutory presumption that the Assessor's value is correct; the burden is on the Complainant to prove that wrong.

City Clerk Andrusz swore in Ms. Pat Coyne and Assessor Danielson. Ms. Coyne was present to appeal the assessment on the property located at 6306 Southern Circle, Parcel No. 0710-204-7120-0, with a 2020 assessed value of land – \$55,900, and improvements – \$285,500, for a total value of \$341,400.

Ms. Coyne stated that property data is on the front of her objection form. Her property was given a 10.1% increase which is \$30,000. There are only 11 houses in the area; on the back of the form is her comparison data. She asked the Assessor for house style sales data. Revisions are due to remodels being removed. She compared 8 properties; sales data show the others went up only 8% and she requests that amount to reflect the sales data. City Assessor Danielson responded he understands this analysis, but asked Ms. Coyne what she thinks her house should sell for, regardless of the data. Ms. Coyne responded that is not data she has so she has no idea.

City Assessor Danielson stated the difference in the percentage increase is what the property is worth based on market value. When a lake property in the data was removed the increase went up to 12.12% based on sales prices. He distributed his calculations comparing 7 properties and reviewed this data compared to the subject house. He usually only compares 3 but told the petitioner about the 7 so he put these in his report. Ms. Coyne's focus is on the percentage of increase versus market value; he looks at market value.

Chairman Larsen noted that all the houses were Grade C+ or C and asked how important that was to the assessment process. City Assessor Danielson responded that is very subjective but he doesn't see much difference in these properties. He doesn't compare a Grade A house to a C. The average range of increase for this style is 9% to 12%; it is solely market-driven. Different neighborhoods matter as well. Members asked questions. Chairman Larsen verified that Mr. Mastenbrook could hear but those present need to be closer to the microphones.

Ms. Coyne pointed out on her data that her comparison included 5600 Schluter Road. Her basement hasn't been updated since 1965. She recalculated her value to \$330,000. City Assessor Danielson responded land wasn't included; the dollar per square foot takes out land. The Schluter Road property has no basement. Ms. Coyne responded she wasn't aware of that.

After deliberations:

A motion by Mr. Warner, seconded by Mr. Mastenbrook to sustain the assessment of 6306 Southern Circle, Parcel No. 0710-204-7120-0, at \$341,400 as provided by the Assessor. On a roll call vote, all members voted in favor of the motion.

City Clerk Andrusz completed and gave Ms. Coyne the Notice of Determination, referring to the explanation of next steps on the lower portion. Chairman Larsen noted this was a classic case which brings into play the presumption of the assessment's correctness. It was a well-laid-out and reasonable case, but it doesn't overwhelm the Assessor's data.

Chairman Larsen reported Mr. Keith Olia did not file the 48-hour Notice of Objection, and did not provide a good reason for this, but he did arrive within the first 2 hours of the hearing. The Board chose to hear the case as there were no other cases on the docket. Mr. Olia filled out a Notice of Objection form when he arrived and this was provided to members, who reviewed and passed along until all had seen it except Mr. Mastenbrook.

City Clerk Andrusz swore in Mr. Keith Olia and Assessor Danielson. Mr. Olia was present to appeal the assessment on the property located at 6300 Westgate Road, Parcel No. 0710-204-6687-8, with a 2020 assessed value of land – \$56,000, and improvements – \$248,800, for a total value of \$304,800.

Mr. Olia stated he paid \$135,000 for the property 5 years ago and has made no improvements. There is no working bathroom upstairs, no shower, and there's a hole in the wall. He would not pay over \$220,000 for his house. Members asked questions. He purchased the property on foreclosure. It is 2,000 square feet. He is in town today so could make it to the hearing; he is usually in town for work on Tuesdays. The roof repair that was done was just a section of a flat roof on a porch.

City Assessor Danielson reviewed data on the property. It was built in 1961. It is a split-level, 1,575 square feet, with a basement. The improvement value is based upon \$157.96 per square foot. He is comparing \$11 per

square foot in the comparables. He recommends Mr. Olia has Accurate Appraisal come through the house next year to see and evaluate deficiencies. There has been a steady value increase on the property. The lowest sale comparison was \$314,000. Mr. Olia's house is valued at less than all 7 on the open market. Mr. Olia stated he has pictures of the property on his cellphone; City Assessor Danielson responded those have to be printed out. Mr. Olia stated that next year he will plan out his objection better and will get Accurate Appraisal to go through his house. City Assessor Danielson responded he will flag the parcel and Mr. Olia can set up an appointment.

After deliberations:

A motion by Mr. Lampe, seconded by Mr. Mastenbrook to sustain the assessment of 6300 Westgate road, Parcel No. 0710-204-6687-8, at \$304,800 as provided by the Assessor. On a roll call vote, all members voted in favor of the motion.

City Clerk Andrusz gave Mr. Olia the Notice of Determination, referring to the explanation of next steps on the lower portion.

While there were no more scheduled or non-scheduled hearings, the Board remained in session until the two-hour statutory requirement was met.

ADJOURNMENT

A motion by Mr. Warner, seconded by Mr. Lampe to adjourn, was carried. (8:00 p.m.)

Jean Andrusz  
City Clerk

DRAFT

***City of Monona***  
**Information Sheet-2021**

<u>Assessments</u>		<u>TOTALS</u>
<b>Residential</b>	<b>2020</b>	<b>\$971,968,200</b>
	<b>2021</b>	<b>\$1,040,821,500</b>
	<b>% Change</b>	<b>7.08%</b>
<b>Commercial</b>	<b>2020</b>	<b>\$435,537,200</b>
	<b>2021</b>	<b>\$435,740,400</b>
	<b>% Change</b>	<b>0.05%</b>
<b>Totals</b>	<b>2020</b>	<b>\$1,407,505,400</b>
	<b>2021</b>	<b>\$1,476,561,800</b>
<b>Overall Community Change</b>	<b>% Change</b>	<b>4.91%</b>
<u>Equalized Value</u>		
<b>Residential</b>	<b>2020</b>	<b>\$985,590,300</b>
<b>Est. Residential Equalized Value</b>	<b>2021</b>	<b>\$1,040,800,000</b>
<b>Est. Change</b>	<b>% Change</b>	<b>5.60%</b>
<b>Commercial</b>	<b>2020</b>	<b>\$439,179,300</b>
<b>Est. Commercial Equalized Value</b>	<b>2021</b>	<b>\$439,000,000</b>
<b>Est. Change</b>	<b>% Change</b>	<b>-0.04%</b>
<b>Residential Assessment Ratio 2020 Est.</b>		<b>98.62%</b>
<b>Residential Assessment Ratio 2021 Est.</b>		<b>100.00%</b>
<b>Commercial Assessment Ratio 2020</b>		<b>99.17%</b>
<b>Commercial Assessment Ratio 2021 Est.</b>		<b>99.26%</b>
<b>Residential New Construction</b>		<b>\$2,649,700</b>
<b>Commercial New Construction</b>		<b>\$2,442,700</b>

**Joan Andrusz**

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**From:** League of Wisconsin Municipalities <witynski@lwm-info.org>  
**Sent:** Tuesday, February 23, 2021 1:21 PM  
**To:** Joan Andrusz  
**Subject:** Annual Board of Review Training Applies to one member only



## *Capitol Buzz*

February 23, 2021

[View as Webpage](#)

### **Annual Board of Review Training Requirement in Act 1 applies to One Member Only**

In yesterday's [Legislative Bulletin](#), I incorrectly described the new Board of Review training requirements in [Act 1](#). The Act, which the Governor signed into law last week, requires at least one member of a board to complete training each year. As introduced, [Assembly Bill 2](#) revised the training requirements to require all board of review members to complete the annual training, allowing the requirement to be satisfied electronically as long as one member attended training in-person each year. This language was changed by [Assembly Substitute Amendment 1](#) and that change was retained in [Assembly Substitute Amendment 3](#), which the Assembly adopted on February 16 and the Senate concurred in on that same date.

Prior law required that at least one member of the board of review attend DOR training within the two-year period beginning on the date of the board's first meeting. While [Act 1](#) generally took effect on February 20, 2021, the new board of review training requirement mandating that at least one member of the board complete training annually, takes effect on January 1, 2022.