BOARD OF REVIEW MINUTES
June 3, 2020 @ 10:00 a.m.
GoTo Meeting *The Board of Review met virtually due to COVID-19*

Present:
Greg Jenson, Sid Boersma, Lisa Reeves, Phil Caravello, and Mayor Tim Swadley

Also present
Clerk Holly Licht and Assessor Jeff DeGroot. Clerk Licht was in the Council Chambers to be available for any walk-ins as noted on the agenda.

Call to Order:
Clerk Licht called the meeting to order at 10:00 a.m.

Election of officers (Chair & Vice Chair)
Motion by Boersma, second by Reeves to appoint Greg Jenson as chair of the Board of Review. Motion carried 5-0.

Jenson begin chairing the meeting.

Motion by Reeves, second by Caravello to nominate Boersma as the vice-chair of the Board of Review. Motion carried 5-0.

Approval of the June 5, 2019 Board of Review Minutes
Motion by Reeves, second by Boersma to approve the minutes of the June 5, 2019 Board of Review minutes. Motion carried 6-0.

Discussion and possible action regarding approving a Procedure for Sworn Telephone or Sworn Written Testimony Requests
Motion by Boersma, second by Reeves to approve a policy allowing for sworn telephone and written testimony requests. Motion carried 6-0.

Board of Review Procedures and Certification Requirements per ss70.46(4)
Clerk Licht communicated that the training requirement had been met and that the affidavit was file with the Department of Revenue.

Assessor's Affidavit and Signing of the Assessment Roll by the City Assessor
Assessor DeGroot noted that he had signed the assessment roll and delivered it to the clerk.

Motion by Reeves, second by Boersma to accept the roll and affidavit. Motion carried 6-0.

Examination of the Assessment Roll by Board Members
Jeff DeGroot stated that the residential new construction value went up $8.5 million and commercial went up $14 million. He noted that they talked to 56 people during the open book period. The assessed value went up 3.5%.

If applicable: Hear/Deny Objection or Schedule Objection Hearings to another date and time for objections filed prior to first meeting and/or during first two hours in session upon show of good

cause for failure to meet 48 hour notice requirement.
Clerk Licht noted that she not received any objections.

Motion by Boersma, second by Reeves to recess at 10:22 a.m. Motion carried 6-0.

The committee came back at 11:55 a.m. and resumed the meeting.

If applicable: Deliberate on Objections:
None

If applicable: Adjourn for further hearings if necessary or if none, adjourn sine die.
Motion by Boersma, second by Reeves to adjourn sine die at 12:00 p.m. Motion carried 6-0.

Respectfully Submitted,

Holly Licht, City Clerk