



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Agenda

Board of Review

Wednesday, June 10, 2026

5:00 PM

Common Council Chambers

Meeting must be in session for a minimum of two hours

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order

2. Roll Call

3. Verify notice of meeting publication

[26-0484](#)

Notice of meeting published in Manitowoc Herald Times Reporter

Attachments:

[BOR Affidavit of Publication.pdf](#)

4. Election of Chair and Vice-Chair

5. Verify that member(s) have met the mandatory training requirements

6. Verify City has an ordinance for the confidentiality of income and expense information provided to the assessor under state law (Wis. Stat. § 70.47(7)(af));
Municipal Code 23.140

[26-0483](#) Manitowoc Municipal Code 23.140

Attachments: [MMC 23-140.pdf](#)

7. Approval of Minutes

[26-0482](#) Minutes of Board of Review, October 28, 2025

Attachments: [BOR Minutes 10-28-2025.pdf](#)

8. City Attorney reviews roles and duties of members of the Board of Review, and procedures to be followed

9. Annual assessment report by assessor, current level of assessment, and review of uniform standards regulating assessors

10. Receipt of the assessment roll by the Clerk from the Assessor

11. Receive the assessment roll and sworn statements from the Clerk

12. Review the assessment roll and perform statutory duties:

-Examine the roll

-Correct description or calculation errors

-Add omitted property

-Eliminate double-assessed property

13. Certify any corrections of error under State Statute §70.43

14. Verify with assessor that open book changes are included in the assessment roll

15. Allow taxpayers to examine assessment data

16. Review waivers of the required 48-hour notice of intent to file an objection when there is good cause

17. Review requests for Board of Review hearing allowing property owner to appeal directly to circuit court

18. Review requests to testify by telephone or submit sworn written statement, subpoena requests, and act on any other legally allowed Board of Review matters

19. Act on any other legally allowed or required BOR matters**20. Review any Notices of Intent to File Objection****21. Hear objections to assessments**[26-0515](#)

5:20 p.m. Board of Review hearing for Laura Ruelle, 1602 New York Ave.,
parcel #705-000-090

22. Consider scheduling additional Board of Review dates, if needed**23. Adjournment**

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowocwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.