

**ORDINANCE NO. 7366**

**ORDINANCE AMENDING CHAPTER 2.48 OF THE CODE OF ORDINANCES OF THE CITY OF EAU CLAIRE ENTITLED “BOARD OF REVIEW.”**

**THE CITY COUNCIL OF THE CITY OF EAU CLAIRE DOES ORDAIN AS FOLLOWS:**

***SECTION 1. That Chapter 2.48 entitled “Board of Review” is hereby repealed and recreated as follows:***

**Chapter 2.48**

**BOARD OF REVIEW**

**Sections:**

**2.48.010 Creation and Purpose.**

**2.48.020 Definitions**

**2.48.030 Board Governance**

**2.48.040 Officers**

**2.48.050 Duties and Responsibilities.**

**2.48.060 Confidentiality of Financial Information.**

**2.48.010 Creation and Purpose.** A Board of Review is hereby created to carry out responsibilities related to the assessment of real property as provided for in 70.46 through 70.503, Wis. Stats., or successor statute.

**2.48.020 Definitions. In this chapter:** A. “Board” means the Board of Review.  
B. “City manager” means the city manager or his or her designee.  
C. “City clerk” means the city clerk or deputy city clerk.

**2.48.030 Board Governance.** A. The Board shall consist of seven (7) regular members; the city manager, city clerk, two (2) City Council members and three (3) at-large members. In addition, one (1) additional City Council member and two (2) additional at-large members shall serve as alternate members in the event that a regular member is absent or has a conflict of interest.

B. City Council members shall be appointed annually on the third Tuesday in April pursuant to subsection 2.04.050 B for 1-year terms.

C. At-large members shall be appointed pursuant to subsection 2.04.050 A. for staggered 3-year terms.

D. The at-large members of the Board shall be selected from among city residents with particular emphasis on residents with experience in or knowledge of real estate, law, construction, or finance.

E. Appointments of all members shall continue until their successors are appointed and qualified.

F. Any vacancy on the Board shall be filled in the same manner as the original appointment for the residue of the unexpired term.

G. Each member of the Board shall receive no additional salary or compensation for the duties and services rendered and performed as a member of such board.

**2.48.040 Officers.** A. At the first meeting of the Board after initial appointments have been made, the Board shall elect from its membership a chairperson and a vice-chairperson. The Chairperson shall have met the mandatory training requirements under 70.46 (4) Wis. Stats., or successor statute.

B. The Board, at its first annual meeting held as provided by law, shall meet not fewer than two hours on the first meeting day. Such meeting shall occur, at a minimum, seven (7) days after the assessment roll is open for examination.

**2.48.050 Duties and Responsibilities.** A. The Board hears objections from property owners regarding the assessed value of property they own, as determined by the City assessor.

B. The Board is quasi-judicial in nature, meaning that the Board members sit as a panel of judges.

C. Board members must decide cases based solely upon the information presented during the hearing and in conformance with 70.32 (1) Wis. Stats., or successor statute.

**2.48.060 Confidentiality of financial information.** Information about income and expenses that is provided to the assessor pursuant to s. 70.47(7)(af), Wis. Stats., or successor statute, shall be maintained as confidential by the assessor except as otherwise provided in this section. Such information may only be disclosed as follows: to 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. Such information is not subject to the right of inspection and copying under s. 19.35(1), Wis. Stats., or successor statute, unless a court determines that the information is inaccurate.

(SEAL) President Terry L. Weld

(SEAL) City Manager Dale Peters

(ATTESTED) City Clerk Carrie L. Riepl

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