

**Board of Review**

The Board is composed of the Mayor, Council and Clerk. It meets once per year after the City Assessor has completed his evaluation of residential and commercial property. This quasi-judicial body has three primary duties: adjust assessments when they have been proven incorrect by sworn oral testimony; correct errors or omissions in descriptions or computations on assessment rolls; check the assessment roll for omitted property or double assessments.

The Board is the first formal step in the appeal process for property owners who want to appeal their property assessments. The Board meets in May or early June.

Alternative Members are appointed for 5-year terms by the Mayor and confirmed by the Common Council. There is one alternative member position open.