

**CITY OF WATERLOO  
BOARD OF REVIEW MEETING MINUTES  
May 21, 2012  
Council Chambers**

1. **CALL TO ORDER AND ROLL CALL.** 2011 Chairperson Dave Zastrow called the meeting to order at 10:00 a.m. Members present: Dave Zastrow, Angie Stinnett, Nick Bonura, Kay Radloff and Keri Sellnow. Absent – none. Others present: City Assessor John Spies and Clerk/Treasurer Hansen. Also attending for portions of the meeting: Linda Kuzdas, Jeanette Petts, Debra Hottinger and Susan Bakken.
2. **NOMINATIONS FOR 2012 CHAIR AND VICE CHAIR Motion:** Moved by Radloff, seconded by Sellnow to nominate Zastrow to serve as chair. **Motion:** Moved by Sellnow, seconded by Bonura to nominate Radloff to serve as vice-chair. **Voice vote:** A unanimous ballot was cast for Zastrow as chair and Radloff as vice-chair.
3. **VERIFY THAT A MEMBER HAS MET THE MANDATORY TRAINING REQUIREMENTS SPECIFIED IN SEC 70.46 (4) WIS. STATS. Discussion:** Hansen reported that Sellnow had received training verifying that a member has met the mandatory requirements.
4. **RECEIVE THE ASSESSMENT ROLL AND SWORN STATEMENTS FROM THE CLERK. Discussion:** Hansen noted as part of a sworn statement that the meeting had been properly posted, that the assessment roll had been received and reviewed and that open book had been held with the Assessor in attendance.
5. **APPROVAL OF MINUTES – MAY 16, 2011. Motion:** Radloff moved, seconded by Bonura to approve the meeting minutes. **Voice vote:** Motion passed unanimously.
6. **CITIZEN OBJECTIONS**

**OBJECTION #1 – Daniel & Linda Kuzdas, 740 Hiawatha Trail**

She apologized for being late. The standard oaths were completed and background information stated by the Clerk/Treasurer. The assessed value was noted as \$281,900. Zastrow informed all that the burden of proof was on the objector and outlined the objection process. Kuzdas said they had purchased an adjacent lot and felt that the land value for the lot was in need of adjustment. She described the lot as a hill. She referenced Richard Weihert's lot in comparison. Kuzdas suggested that the lot was a buildable lot. Spies said the Kuzdas lot was more than double the size of any of the neighboring lots. Zastrow called the hearing to a close.

**DETERMINATION & DECISION – Daniel & Linda Kuzdas, 740 Hiawatha Trail**

**Discussion:** The lot in question was noted as previously being two subdivision lots. Sellnow noted comparables referencing an adjacent Krause-owned lot and a second lot nearby. Radloff said the presentation was not sufficient. Stinnett said the Kuzdas square foot comparison with Richard Weihert's property was not an accurate comparison. Lot 30 nearby was referenced. **Motion:** Bonura moved, seconded by Stinnett to keep the Assessor's values. Stinnett said the form was not properly completed. **Voice vote:** Motion passed unanimously.

**OBJECTION #2 – Jeanette Petts, 380 Adams Street**

The standard oaths were completed and background information stated by the Clerk/Treasurer. Zastrow informed all that the burden of proof was on the objector and outlined the objection process.

Petts said she purchased the property on September 20, 2011 for \$63,000. She said an appraisal by Susan Buchholtz was completed in August of 2011 stating a figure of \$69,000. She said at the time of purchase the house had no working furnace or water heater. She said the assessed value should be close to \$85,000. Spies described the properties. He said as of January 1, there was a building permit pulled and work in progress so he did not make any changes. He said the appraisal used a distress property as a comparable. Spies listed comparables. Zastrow called the hearing to a close.

**DETERMINATION & DECISION – Jeanette Petts, 380 Adams Street**

**Motion:** Sellnow moved, seconded by Radloff to set the total assessment at \$89,500 with the property value set at \$16,500. **Voice vote:** Motion passed unanimously.

**OBJECTION #3 – Debra Hottinger, 173 Mill Street**

The standard oaths were completed and background information stated by the Clerk/Treasurer. Zastrow informed all that the burden of proof was on the objector and outlined the objection process.

The Assessor's value was noted as \$125,400. Hottinger said she purchased the property in 2010 for \$37,500. She noted improvement since the purchase of several thousand dollars. Hottinger said the property in the past had abutted a mill pond which now was a swamp. She said it was an old two-bedroom house though it was listed as three. She said the basement was unfinished. She said drywall was removed in the basement due to mold. The Assessor described the property. Spies said the amount of the foreclosure in December of 2009 was \$176,016. Spies reviewed the neighborhood. Hottinger reported broken pipes and mold in the basement.

**DETERMINATION & DECISION – Debra Hottinger, 173 Mill Street**

**Discussion:** Zastrow reviewed the decision-making chart from the Board of Review Handbook. Stinnett noted that an insufficient amount of evidence was presented. **Motion:** Radloff moved, seconded by Sellnow to keep the property value the same but to reduce the improvements by 10% generating a total value of \$115,300. **Voice vote:** Motion passed unanimously.

**OBJECTION #4 – Susan Bakken, 607 East Indian Hills Drive**

The standard oaths were completed and background information stated by the Clerk/Treasurer. Zastrow informed all that the burden of proof was on the objector and outlined the objection process.

Susan Bakken spoke to lowering her appraisal from \$230,000 to \$180,000. She submitted an appraisal. Assessor Spies said the assessment was reduced in 2011 from \$244,900 to \$230,000. He listed comparable properties. He described the property. Zastrow called the hearing to a close.

**DETERMINATION & DECISION – Susan Bakken, 607 East Indian Hills Drive**

**Discussion:** Stinnett noted that the appraisal was an exterior only inspection. It was noted that Spies did a complete walk through in 2011 and adjusted the assessment to \$230,000. **Motion:** Sellnow moved, seconded by Stinnett to uphold the Assessor's values. **Voice vote:** Motion passed unanimously.

7. **ADJOURNMENT. Motion:** Moved by Radloff, seconded by Sellnow to adjourn. The time was 2:30 p.m. **Voice vote:** Motion carried.

Attest:

Mo Hansen  
Clerk/Treasurer