



# OPEN BOOK & BOARD OF REVIEW

Assessed values are periodically adjusted to keep them in line with current market trends. The net result of these adjustments is a more accurate and equitable distribution of property taxes. The City of Milton is in a maintenance year for 2022, which included the review of new construction and building permits from January 1, 2021 to December 31, 2021.

## Next Steps for Property Owners

1. Assessment letters mailed on April 11.
2. Review your assessment letter.
3. Determine comparable properties and review their assessments in-person at City Hall or online at [www.milton-wi.gov/AssessmentInformation](http://www.milton-wi.gov/AssessmentInformation).
4. Contact City Assessor Paul Musser during Open Book (April 15 - May 1) to discuss your assessment.
5. If after discussing with the City Assessor, submit a letter of intent to file an objection form before 5 p.m. on May 9 with City Clerk Jenny Salvo.
6. File an objection form with City Clerk Jenny Salvo before 7 p.m. on May 11. It's recommended to file this with the letter of intent.

## Important Dates

### Open Book

*April 15 - May 1*

### Board of Review

- *Letter of intent to file objection due - May 9, 5 p.m.*
- *Meeting - May 11, 5 p.m. to 7 p.m.*

## Frequently Asked Questions

### How can my assessment change when I haven't made any changes to my property?

Economic conditions such as recent home sales in your neighborhood, sales of reasonable comparable buildings, and market conditions will influence the value of your real estate.

### What is Open Book?

Open book is the period of time where you may meet with the City's contracted assessor to examine your preliminary property tax assessment and discuss how they arrived at your assessed value.



### Did the COVID-19 pandemic impact my value?

All market conditions, including the pandemic, are taken into account when determining the value of your property.

### When will this new assessment go into effect?

The property tax bill you receive in December 2022 will be based on the new assessment value of your property.

### What is Fair Market Value?

The Fair Market Value is established by comparing the sale of other homes on the open market that have similar specifications to your property.

### What is Board of Review?

The Board of Review is a separate, quasi-judicial body that operates under the State of Wisconsin Statutes. If you feel your assessment is not correct you can appeal your assessment to this Board. It is strongly recommended that you review your assessment with the Assessor's office prior to filing a formal objection and requesting a hearing before the Board of Review.

City Assessor Paul Musser

(608) 712-0236 | [musser.appraisal@gmail.com](mailto:musser.appraisal@gmail.com) | Contact for an appointment

City Clerk Jenny Salvo

(608) 868-6900 ext. 2 | [jsalvo@milton-wi.gov](mailto:jsalvo@milton-wi.gov)