



MAYOR & COUNCIL COMMUNICATION

DATE: May 19, 2015

CONSENT

ITEM#

8

AGENDA ITEM: Monthly Assessor Report

SUBMITTED BY: Dan Raboin, City Assessor

THROUGH: Cathy Bendel, Finance Director

REVIEWED BY: Cathy Bendel, Finance Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item..... City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff.....Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion.....Mayor Facilitates

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the monthly assessor report for through April 2015 outlining work performed on behalf of the City of Lake Elmo. No specific motion is needed as this is recommended as part of the *Consent Agenda*.

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

- Property splits/plats – 0
- Sales collected and viewed – 11
- Taxpayer inquiries – 16
- Miscellaneous inquiries - 7
- Inspections – Residential – 9; Commercial – 3
- Building permit reviews – 26
- Pictures taken – 8

Other work performed included:

- Receiving valuation related phone calls/inspecting properties

- 2015 LBAE Meeting on 4/22/15
 - >4 reviews during meeting; 3 in person and 1 appeal via letter
 - Activity prior to/related to meeting:
 - >33 Telephone/email inquiries
 - >53 Maintenance changes approved
 - >44 Land value corrections
 - >9 Building/land adjustments
- Inspection of all exempt properties in the City
- Printing of residential field cards for the 2016 quintile (Sections 10 thru 13)
- Monthly meeting with County residential and commercial supervisors
- Input of all inspection and permit work
- Perform sales verifications and land value analysis using MLS and other resources
- Field telephone inquiries

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council accept the April 2015 monthly assessor report.