



STAFF REPORT

DATE: January 17, 2017
CONSENT
ITEM #3

TO: Lake Elmo City Council
FROM: Dan Raboin, City Assessor
AGENDA ITEM: Monthly Assessor Report
REVIEWED BY: Cathy Bendel, Finance Director

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to accept the monthly assessor report for through December 2016 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*.

MONTHLY ACTIVITY:

Property splits/plats – 1 plat; 8 split/merge
Sales collected and viewed – 19
Taxpayer inquiries – 4
Miscellaneous inquiries - 6
Inspections – Residential – 121; Commercial – 0
Building permit reviews – 26
Pictures taken – 126

Other work performed included:

- 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 December 2016 monthly assessor report.