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City of West Allis Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
R-2004-0087	Resolution	In Committee
Resolution approving independent contractor agreement between the City of West Allis and Market Valuations LLC (Allan Land) for commercial property valuation services.		
Introduced: 3/16/2004		Controlling Body: Administration & Finance Committee

COMMITTEE RECOMMENDATION

Adoption

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>MAR 16 2004</u>			Barczak	✓			
			Czaplewski	✓			
		✓	Kopplin	✓			
			Lajsic	✓			
			Narlock				
			Reinke	✓			
			Sengstock				
			Trudell				
			Vitale				
			Weigel				
		TOTAL		5	1		

SIGNATURE OF COMMITTEE MEMBER (RECORDER)

[Handwritten Signature]

Chair

Vice-Chair

Member

COMMON COUNCIL ACTION

adopt

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>3-16-04</u>	✓		Barczak	✓			
			Czaplewski	✓			
			Kopplin	✓			
			Lajsic	✓			
			Narlock	✓			
		✓	Reinke	✓			
			Sengstock	✓			
			Trudell	✓			
			Vitale	✓			
			Weigel	✓			
		TOTAL		10	1		

Assessor
finance
Attorney

COMMITTEES OF THE WEST ALLIS COMMON COUNCIL 2003

ADMINISTRATION AND FINANCE

Chair: Alderperson Czaplewski
V.C.: Alderperson Kopplin
Alderspersons: Barczak
Lajsic
Reinke

ADVISORY

Chair: Alderperson Reinke
V.C.: Alderperson Vitale
Alderspersons: Kopplin
Lajsic
Narlock

LICENSE AND HEALTH

Chair: Alderperson Barczak
V.C.: Alderperson Sengstock
Alderspersons: Kopplin
Trudell
Vitale

SAFETY AND DEVELOPMENT

Chair: Alderperson Lajsic
V.C.: Alderperson Weigel
Alderspersons: Czaplewski
Narlock
Reinke

PUBLIC WORKS

Chair: Alderperson Narlock
V.C.: Alderperson Trudell
Alderspersons: Sengstock
Weigel
Vitale



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Resolution

File Number: R-2004-0087

Final Action:
MAR 16 2004

Resolution approving independent contractor agreement between the City of West Allis and Market Valuations LLC (Allan Land) for commercial property valuation services.

WHEREAS, Allan Land, Assistant Assessor for the City of West Allis, resigned on March 5, 2004; and,

WHEREAS, there continues to be a need for someone to provide commercial property valuation services for the City until the 2004 revaluation is completed and his vacant position is filled; and,

WHEREAS, Allan Land, through Market Valuations LLC, has indicated his willingness to work for the City as an independent contractor in this regard.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that the attached agreement between the City of West Allis and Market Valuations LLC (Allan Land), to provide commercial property valuation services, be and is hereby approved.

BE IT FURTHER RESOLVED that the proper City officials are hereby authorized and directed to execute said agreement on behalf of the City.

ADM\ORDRES\ADMR250

ADOPTED March 16, 2004

Paul M. Ziehler

Paul M. Ziehler, City Admin. Officer, Clerk/Treas.

APPROVED March 19, 2004

Jeannette Bell

Jeannette Bell, Mayor

**CONTRACT FOR REVALUATION OF COMMERCIAL ASSESSMENT RECORDS
CITY OF WEST ALLIS 2004**

Proposed agreement: by and between Market Valuations LLC, hereinafter called "MV" and the City of West Allis, Milwaukee County, Wisconsin, hereinafter called the "City".

The City and MV for the compensation stated herein, agree as follows:

ARTICLE I

SCOPE OF WORK: having familiarized itself with the local conditions affecting the cost of work to be done, and the Standard Specifications for the revaluation of Commercial Real Property records in the State of Wisconsin pursuant to Chapter 70, Wisconsin State Statutes, MV hereby agrees to perform everything required to be performed and to complete in a professional manner everything required to be completed to comply with the State Statutes regarding the assessment of Commercial Real Property on behalf of the City and in accordance with the General Agreements as stated in Article Three of this contract.

ARTICLE II

COMPENSATION AND PAYMENT SCHEDULE: the City shall pay MV for the performance of the contract the total sum of \$49,300 for work identified in article I above, in the following manner:

2004	
Signing of Contract (March)	\$7,395
April 1	\$7,395
May 1	\$7,395
June 1	\$7,395
July 1	\$7,395
August 1	\$7,395
Close of the Board of Review	<u>\$4,930</u>
	\$49,300

ARTICLE III

GENERAL AGREEMENTS:

- 1) The contract will begin effective March 8, 2004 and end at the close of the Board of Review hearings or August 31, 2004, whichever is later.
- 2) All normal duties and functions of MV and set forth in the Wisconsin State Assessor's Manual, including required meetings, will be performed in a timely manner, and in accordance with the Chapter 70 of the Wisconsin Statutes.
- 3) The above fee includes any and all normal assessment duties during the contract's duration, including: No additional charges for attendance at the Board of Review or any preparation therefore.
- 4) MV will be provided with a Virtual Private Network to be linked to Market Drive. The link will remain the property of the City of West Allis and will end at the completion of this agreement.

- 5) MV is to be considered an Independent Contractor hired to temporarily fill the Assistant Assessor position and is not subject to withholding tax. Also no fringe benefits are included as compensation.
- 6) Mileage is included in the contract price. No additional charges will be made for mileage.
- 7) MV shall provide and maintain accurate parcel identification for all Commercial Real Estate parcels pursuant to Chapter 70 Wisconsin State Statutes and the Wisconsin Property Assessment Manual.
- 8) MV shall maintain current assessment records in their present format and update values to reflect changes made for the 2004 assessment year. All maintenance will be done in compliance with the Wisconsin Property Assessment Manual guidelines.
- 9) MV will be available for formal "Open Book" conferences in compliance with Chapter 70 Wisconsin State Statutes governing Open Book Procedures. Discussions with taxpayers will take place throughout the duration of the contract to handle their questions and concerns.
- 10) Completion of the Commercial Assessment Roll will be completed on or before August 31, 2004.
- 11) Any unforeseen delays on the part of the City regarding hardware or software problems will extend the due date of the completed Commercial Roll by the same amount of days needed to correct such delays, no additional compensation will be included.
- 12) MV will be in attendance at meetings of the Board of Review to defend and furnish testimony in defense of the Commercial valuations established in that signed roll per Chapter 70 Wisconsin State Statutes.
- 13) The City will provide to MV, access to the Market Drive assessment system through the internet so assessment work can be completed outside the regular city office hours.
- 14) All documentation and records developed under this agreement shall be the property of the City.
- 15) This agreement assumes a minimal completion of 274 parcels per month.

SUBMITTED TO THE CITY OF WEST ALLIS THIS 11 DAY OF March, 2004

Allan G. Land

Allan G Land
Market Valuations LLC

387-76-1795

Social Security Number

Address: W167 N5107 Grey Log Ln

Manomonee Falls, WI 53051

ACCEPTANCE BY CITY:

The above proposal, terms and general agreements are hereby accepted, this 16th day of March, 2004.

CITY OF WEST ALLIS

By Charles F. Ruud
Charles Ruud, City Assessor

COMPTROLLER CERTIFICATION:

This contract is countersigned this 22 day of March, 2004, and I certify that the necessary funds have been provided to pay the liability that will be incurred by the City of West Allis under this contract.

Gary Schmid
Gary Schmid
Comptroller/Manager of Finance

Approved as to form this

22 day of March, 2004

Scott Post
Scott Post, City Attorney