



**Rebecca Grill**  
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January 11, 2017

The Honorable Mayor Dan Devine  
and Members of the Common Council  
7525 West Greenfield Avenue  
West Allis WI 53214

Mayor Devine and Common Council Members:

As you are aware, the City Assessor resigned his position in December 2016. We have been exploring alternative methods of service delivery which will provide a seamless transition for residents and businesses of the City.

The recommendation for the best course of action would be to implement a hybrid approach towards providing assessment services. We would hire an assessment firm through a Request for Proposal (RFP) process that would provide a phased approach to full revaluation of properties. The revaluation would begin with commercial properties. This process could take anywhere from 5-7 years. Employing a phased approach will allow for completion of the revaluation with limited impact on the budget and taxpayers (similar to an approach being used by Brookfield). Further, we would retain the City Assessor position and one clerical support position. Other current Assessor Department employees would be reassigned to other duties as are permissible by City, State and Federal Rules and Laws.

In the short term, the intention is to appoint, Jason Williams, Assistant Assessor, to be the Interim City Assessor. He possesses the qualifications for the position and has indicated his willingness to serve in this capacity. Additionally, we will be exploring the use of temporary employees and realignment of existing staffs' duties and hours.

Please contact me if you have any questions. Thank you for your consideration and support.

Sincerely,

Rebecca N. Grill,  
City Administrator

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