



# Agreement for Assessment Services

Prepared for:

**Village of Harrison**

By:

Accurate Appraisal, LLC

**Section I**

Agreement for Maintenance and Interim Market Update  
Assessment Services

Provided by Accurate Appraisal LLC.

For

Village of Harrison, Calumet County,  
for the assessment years of 2026-2030

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

Fee for services rendered:

**2026 - 2027 Maintenance**  
**2028 Interim Market Update**  
**2029 - 2030 Maintenance**

Accurate shall be paid a yearly sum of:

**\$42,960**

Scott McFarlane

10/1/2025

Scott McFarlane  
Member  
Accurate Appraisal LLC

Date

\_\_\_\_\_  
Authorized Client Signature

\_\_\_\_\_  
Date

## Section II

### Contract Details

**Municipality: Village of Harrison**

	<b>BLEND CONTRACT</b>
Assessor Services	2026 – Maintenance 2027 – Maintenance 2028 – Interim Market Update 2029 – Maintenance 2030 – Maintenance
CAMA Software	Included
Community Education	Included
Online Property Data	Included
Payments	Monthly Installments
Yearly Cost	\$42,960
Term of Contract	5 years
<b>Total Contract</b>	<b>\$214,800</b>



### Section III

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2025 by and between the Village of Harrison, Calumet County, State of Wisconsin, party of the first part, hereinafter referred to as "Client",

#### **AND**

ACCURATE APPRAISAL LLC., PO BOX 415, MENASHA, WI 54952, party of the second part, hereinafter referred to as "Accurate or Assessor".

#### **BASIC SCOPE OF SERVICES**

The assessor understands that the project requires maintenance assessment services and 1 interim market update of all taxable and nontaxable real property within the corporate limits of the Village of Harrison, Wisconsin. Any updated data will be noted on the individual property record cards. All data and programs gathered will always remain the property of the Village of Harrison.

All work will be carried out and all forms, materials and supplies utilized by the Assessor in this project shall conform to, and be carried out in accordance with, the Wisconsin Statutes. The values to be determined shall be the present true and actual value of each parcel of real property as that term is used in Chapter 70 of the Wisconsin Statutes. They shall be based upon recognized methods of appraisal and conform to Uniform Standards of Professional Appraisal Practices, as required by Wisconsin Statutes for the licensing and certification of all individuals involved in the appraisal of real estate.

Accurate shall provide the Client with assessing services by Wisconsin Department of Revenue Certified Personnel for the 2026 – 2030 assessment years which includes the following:

1. Accurate shall update and maintain 100% real property assessment records for the Client. Said service shall include all assessing services so as to comply with all applicable Wisconsin statutes, codes, rules, and/or regulations, including the assessment of all new construction, remodeling, additions and changes relating to improvements removed for any reason such as fire, demolition, etc. through building permits. Accurate shall reapportion value brought about through property splits.

2. Accurate shall, without additional expense to the Client, be required to attend Open Book and all Board of Review meetings and shall be responsible for defending all assessments. The Open Book meeting shall be conducted as needed. The meetings shall be scheduled by Accurate with the Clerk. The Open Book meetings shall be completed at an agreed date of each assessment year.
3. Accurate shall retain the right to employ additional certified personnel at Accurate's expense as deemed necessary to complete the assessment roll in a timely manner. Responsibility for the content and accuracy of the assessment roll regardless of the use of other personnel shall, however, rest with Accurate.
4. The Client shall not receive compensation from Accurate for sharing and charging back of taxes due to palpable errors which may be recompensed through State of Wisconsin statute 74.33. A submission of refunded or rescinded taxes should be submitted by the client before October 1 of each year to the State of Wisconsin.
5. The Client's responsibility will be to supply Accurate with adequate office space in or near the Client's Hall.
6. The Client will hold Accurate harmless from third party claims and liabilities due to the assessment of property except claims or liabilities, which result from the intentional or negligent acts or omissions of Accurate, its employees, agents and representatives, shall be the responsibility of Accurate.
7. This agreement between the Client and Accurate shall be for the assessment year beginning January 1<sup>st</sup>, 2026, and ending December 31<sup>st</sup>, 2030. It is expected the work will commence with review of new construction and be completed after the final adjournment of the Board of Review and any necessary follow-up questions and/or work because of appeals of Board of Review decisions.

8. The client will be invoiced in monthly installments for each contracted year
9. Accurate shall provide advice and opinion for assessment matters and will defend values through the appeal process beyond the Open Book and Board of Review.
10. Accurate shall complete its Open Book hearings under this agreement no later than the agreed date between Accurate and the Client of each assessment year or an agreement date, except for delays caused by the Client, county, or state. Accurate may request a thirty-day extension to the contract upon written agreement with the Client.
11. Accurate shall maintain full insurance coverage to protect and hold harmless the Client. Limits of liability shall not be less than the amounts listed below in this contract:

INSURANCE COVERAGE

General Liability

General Aggregate	\$ 4,000,000
Each Occurrence	\$ 2,000,000
Personal & Adv Injury	\$ 2,000,000
Products-Comp/Op Agg	\$ 4,000,000
Fire Damage	\$ 300,000
Medical Expense	\$ 10,000

12. Accurate shall consider the cost approach, market approach, and income approach in the valuation of all land and improvements where applicable.

13. Accurate shall use Computer Assisted Mass Appraisal software to accurately provide the Client with records of the maintenance and interim market updates. For both residential and commercial valuations, Accurate's Assessing Software will be utilized following market data, Volume II of the Assessor manual and Marshall & Swift cost tables. The yearly maintenance fee associated with the use of either program will be at no additional cost to the Client. The data will be available to the public on [www.accurateassessor.com](http://www.accurateassessor.com); building data and appointment scheduling will also be available at no additional expense to the Client.
14. Photographs of all improved parcels will be taken digitally at no additional expense to the Client.
15. All expenses incurred by Accurate during the contract such as postage, phone calls, etc., will be at no additional expense to the Client.
16. Accurate will implement a public education plan to build understanding of the assessment process with taxpayers and the Client. The Client and Accurate shall work to maintain good public relations throughout the assessment program.
17. In the best interest of the Village of Harrison, the board of review in the interim market update year will be held no later than 10/1 of that year.
18. Accurate shall host office hours once per week during the Market Update Year. Such office hours shall begin upon the mailing of assessment notices and continue through the week of the Board of Review. Each office hour shall be staffed by one (1) certified assessor provided by Accurate.

19. Either party, the Village of Harrison or Accurate Appraisal, may terminate this Agreement prior to its expiration by providing the other party with no less than one (60) days written notice, if the terminating party, in good faith, believes that the other party has materially failed to fulfill the terms, conditions, or obligations outlined in this Agreement. Such a notice shall detail the nature of the concerns, and the parties agree to make a reasonable, good-faith effort to address and resolve the issues prior to the termination date. If the concerns remain unresolved, the Agreement shall terminate at the end of the 60 day notice period, unless both parties agree in writing to continue or renegotiate the Agreement.