

ASSESSMENT SERVICES SUMMARY

Prepared for:

Village of Kronenwetter
John Jacobs
Interim Finance Director



Fee Schedule

The figures below are based on 5 years of professional assessment services. Optional add-on assessment services for a revaluation would be in addition to the price of annual maintenance. Prices quoted below are only valid for 60 days after 6/11/2025.

*Assessment Services	2026 Assessment Year	2027 Assessment Year	2028 Assessment Year	2029 Assessment Year	2030 Assessment Year
MAINTENANCE	\$32,000	\$33,000	\$34,000	\$35,000	\$36,000
FULL VALUE MAINTENANCE	Not an option at this time due to last onsite inspections and records				
OPTIONAL ADD-ON REVALUATION ASSESSMENT SERVICES					
FULL INSPECTION REVALUATION	+\$220,000 (for each revaluation assessment year)				
EXTERIOR ONLY REVALUATION	+\$180,000 (for each revaluation assessment year)				
INTERIOR PRC QUESTIONNAIRE	+\$10,000 (for each exterior revaluation assessment year)				
INTERIM MARKET UPDATE	Not an option at this time due to last onsite inspections and records				

Out-of-Pocket Expenses / Invoice Procedures

MAINTENANCE: The compensation due to the Assessor shall be paid in monthly or quarterly installments throughout the 2026, 2027, 2028, 2029 and 2030 assessment year(s). The maintenance contract will continue to be all-inclusive without separate charges for monthly parking permit fee accounts and postage and mailing services.

REVALUATION: Payment shall be made on a monthly basis for services and expenses incurred during a revaluation year. Monthly invoices shall reflect the percentage of work completed, less 5 percent retained by the municipality until completion of the revaluation and final adjournment of the Board of Review.

- The 2025 assessment year will be the 4th year out of compliance in accordance with sec. 70.05(5), Wis. Stats. The municipality will be required to conduct a revaluation prior to or during the 2027 assessment year at the latest to avoid a state ordered reassessment for the 2028 assessment year which will cost 2-3 times the amounts provided above due to Wisconsin Department of Revenue oversight etc.
- Municipality will be responsible for all postage and mailing services costs during the revaluation year and are estimated to cost \$4,500-\$8,000 +/- depending on the revaluation type chosen and how many introduction letters, record questionnaires, agricultural land use forms, assessment notices and other general correspondence letters are mailed.
- For budgeting purposes if the municipality were to conduct one of the revaluation options for the 2026 assessment year the estimated total cost would be as follows:

Maintenance	Exterior Revaluation	Mailings	Total
\$32,000	+\$180,000	+\$8,000 +/-	= \$220,000 +/-
Maintenance	Full Revaluation	Mailings	Total
\$32,000	+\$220,000	+\$8,000 +/-	= \$260,000 +/-

- Options to spread a revaluation cost over multiple years are available upon request and the amount(s) would be based on the revaluation type and assessment year chosen.

Overview of Assessment Cycle Options

As outlined in the annual assessor requirements chart from the Wisconsin Department of Revenue (WIDOR), municipalities and assessors are expected to follow certain guidelines for annual assessment cycles.

Annual Review/Maintenance Option

This is the minimum requirement for all municipalities. It involves copying the previous year's assessment roll and updating values based on the current level of assessment when changes are warranted.

Examples of changes include:

- New construction
- Parcel splits or combinations
- Annexations
- Remodeling or demolition
- Zoning or tax classification changes
- Any other factor affecting market value or physical attributes

Note: These changes may or may not result in a value change, but each requires an update to the Property Record Card (PRC).

Full Inspection and Exterior-Only Revaluation Options

These are recommended when:

- PRC data is outdated or inaccurate
- Assessment equity is lacking
- A revaluation hasn't occurred in 10+ years
- A reassessment is required under Wis. Stats. §70.75

Note: The last complete onsite revaluation for the municipality is unknown at this time.

Advantages

- Lower annual maintenance costs between revaluations
- Allows for annual budgeting toward future revaluations
- Market conditions dictate revaluation timing
- Ensures equitable data collection by visiting all parcels in the same year
- Identifies unpermitted improvements, potentially increasing net new construction values and levy limits
- Corrects inequities across property types (e.g., residential, commercial, other classes)
- Brings all major property classes within 10% of full value, as required by Wis. Stats. §70.05(5)

Disadvantages

- Higher costs during revaluation years due to onsite parcel visits
- Increased time and effort for Open Book, Board of Review, and appeals due to larger value shifts
- Slower response to market changes compared to annual updates
- Reactive rather than proactive approach to market trends

Interim Market Update Revaluation

This option works best when the property record card information is deemed reliable and a full inspection or exterior only revaluation has been completed within the last five (5) years and the overall assessment level shows an unacceptable degree of variance in some neighborhoods, property types or classes. This would be an option for the municipality if an onsite inspection revaluation had taken place within the past 5 to 10 years otherwise property record card information and building pictures would be outdated.

Note: The last interim market revaluation for the municipality was during the 2021 assessment year.



Positives

- Cost. This method is much less costly for the municipality than the full inspection or exterior only revaluation options as there would not be as many field inspections except in cases such as a parcel sale, building permit or a property owner requested a review which is common practice during a typical annual maintenance assessment year.
- The computer aided mass appraisal (CAMA) model would be reviewed and adjustments/calibrations would be made to all taxable parcels when deemed necessary to ensure all taxpayers are assessed fairly and equitably.
- Corrects inequities between individual property assessments and between classes of properties i.e.: Residential, Commercial, Sum of 5, 6 & 7 etc.
- Brings all major classes of property within 10 percent of full market value in the same year as required under state law (sec 70.05(5), Wis. Stats.)

Negatives

- This may delay onsite inspections of every parcel more frequently, which would create less reliable assessment property record data and or assessment values.
- It only works if the data being used for assessments is accurate and up to date.
- There would not be field inspections on every parcel, so changes made without a permit would not be captured.
- May lead to higher attendance at Open Book and or assessment value changes at Open Book due to corrections/updates to property records that were unknown due to lack of recent onsite inspections.

Full Value Maintenance

This proactive approach offers an alternative to traditional revaluation methods. Our annual full value maintenance assessment services ensure the municipality's assessments remain in compliance with Wisconsin Statute §70.05(5) throughout the contract term. The level of assessment will be maintained within 10% of the prior year's equalized value for all major property classes. Taxable assessed values will be updated annually, as needed, to reflect recent sales using existing property records. No additional onsite inspections will be conducted beyond those performed during routine annual maintenance.

Best Practices from Other Municipalities

Associated Appraisal works with many municipalities that plan revaluations on fixed cycles (e.g., every 2, 4, 6, or 10 years), regardless of market conditions. This approach helps them:

- Stay compliant with WIDOR and Wis. Stats. §70.05(5)
- Ensure equitable and consistent PRC updates
- Capture changes that affect assessments
- Maintain accurate records under consistent market conditions

ANNUAL ASSESSOR REQUIREMENTS BY ASSESSMENT TYPE

	Full Revaluations	Exterior Revaluation	Interim Market Update	Annual Review/Maintenance
Appropriate when	PRC is outdated or inaccurate, or assessment uniformity is poor or full revaluation hasn't been done in 10 years or assessment uniformity is poor or reassessment is required per statute 70.75.	Most PRC information can be verified by exterior inspection and full revaluation completed within past 6-9 years	PRC is deemed reliable and full revaluation completed within past 5 years and assessment level shows unacceptable degree of variance in some neighborhoods or classes	PRC is deemed reliable and revaluation was completed within past 5 years and assessment level during previous assessment year is within acceptable parameters
Real Property affected	All Property	All Property	Changes identified in column D PLUS Analysis of problem strata identified from previous assessment year	Annexed properties Change in exemption status Demolitions & fire damage New construction Change in classification Parcels with ongoing construction Change in legal description Change in zoning As necessary
Land Study	On-site Inspection	On-site Inspection	As necessary	Buildings w/changes
Inspect Exterior	All Buildings	All Buildings If no changes, may use digital imaging technology to supplement field re-inspections with a computer-assisted office review.	Buildings w/changes	Buildings w/changes
Inspect Interior	All Buildings	Buildings w/changes	Buildings w/changes	Buildings w/changes
Building Measurements	Measure all buildings	Measure or verify as needed	Measure or verify as needed	Measure or verify as needed
Photos	All primary buildings	As necessary	As necessary	As necessary
Sketch	All primary buildings	As necessary	As necessary	As necessary
Analyze neighborhoods, property types, trends	Required	Required	Required. Results determine whether assessment is full value or aggregate assessment level	Optional
Property Record Card (PRC)	Create new	Update/create new as needed	Update/create new as needed	Update/create new as needed
Review classifications	Required	Required	Required	Required
Validate usability of sales	Required	Required	Required	Required
Verify sales attributes (Ch 7 and 9)	Required	Required	Required	Required
Parcels to be valued	All Parcels	All Parcels	Parcels with changes	Parcels with changes
Review / revalue properties	All Parcels	All Parcels	Parcels with changes	Parcels with changes
Assessment level	Full Value	Full Value	Aggregate assessment level or full value as appropriate	Aggregate Assessment
Mail Notice of Change in Asmt	Only if assessment changes	Only if assessment changes	Only if assessment changes	Only if assessment changes
Personal property assessment	Required	Required	Required	Required
Add omitted property to roll (70.44)	Required	Required	Required	Required
Correct errors in roll (70.43)	Required	Required	Required	Required
Hold open book / attend BOR (minimum 7 days between open book and BOR (70.47))	Required	Required	Required	Required

A change in color across a row indicates a change in the level of task work required compared to the preceding assessment type

Full Value Law
Wisconsin Statute §70.05
Village of Kronenwetter, Marathon County

Assessment Year

Action

2022, 2023,
2024, **2025**
(4 Years out of compliance)

(1st) **Non-
Compliance**
Notice to
Municipality

Wisconsin Department
of Revenue will monitor the
level of assessment for the
municipality during the next
assessment year.

2026
(5 Years out of Compliance)

(2nd) **FINAL**
Notice to
Municipality

Wisconsin Department
of Revenue will order a state
supervised revaluation for the
next assessment year if still
out of compliance.

2027
(6 Years out of Compliance)

A revaluation is
Ordered
by the Wisconsin
Department of
Revenue

Wisconsin Department of Revenue
orders a complete revaluation if
the municipality is still out of
compliance. It will become a stated
mandated reassessment the
following year without action
during the 2027 assessment year.

2028
(State Ordered Reassessment)

A revaluation
MUST be
completed
and Supervised by
the Wisconsin
Department of
Revenue

A complete reassessment will be
conducted and supervised by the
Wisconsin Department of Revenue
(all costs will be billed to the
municipality).

TAXATION DISTRICT 145 VILLAGE OF KRONENWETTER

COUNTY 37 MARATHON

EQ ADMIN AREA 80 WAUSAU

CLASS	# OF SALES	ASSESSED VALUE	SALES VALUE	AGGREGATE RATIO	MEAN RATIO	MEDIAN RATIO	DISP COEFF	CONC COEFF	PRICE DIFFL
1 - RESIDENTIAL									
VACANT	3	87,600	193,550	45.26	71.65	83.39	29.22	33.3	1.58
IMPROVED	81	17,811,700	25,889,031	68.80	71.54	69.31	15.10	75.3	1.04
TOTAL	84	17,899,300	26,082,581	68.63	71.55	69.35	16.05	72.6	1.04
2 - COMMERCIAL									
VACANT	5	1,484,600	1,696,400	87.51	101.28	101.33	8.16	60.0	1.16
IMPROVED	2	1,147,900	1,278,000	89.82	76.48	76.48	19.87	0.0	0.85
TOTAL	7	2,632,500	2,974,400	88.51	94.19	101.11	12.83	57.1	1.06
TOTAL									
VACANT	8	1,572,200	1,889,950	83.19	90.17	101.22	16.35	50.0	1.08
IMPROVED	83	18,959,600	27,167,031	69.79	71.66	69.31	15.27	74.7	1.03
TOTAL	91	20,531,800	29,056,981	70.66	73.29	70.42	17.54	65.9	1.04

FREQUENCY TABLE (IN # OF OCCURRENCES AND PERCENTS FROM MEDIAN)

	OTHER		-45%		-30%		-15%		+15%		+30%		+45%		OTHER	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
1 - RESIDENTIAL																
VACANT	3	33.3	0	0.0	0	0.0	5	16.7	5	16.7	1	33.3	0	0.0	0	0.0
IMPROVED	81	0.0	1	1.2	9	11.1	30.5	37.7	30.5	37.7	5	6.2	0	0.0	5	6.2
TOTAL	84	1.2	1	1.2	9	10.7	31	36.9	30	35.7	6	7.1	0	0.0	6	7.1
2 - COMMERCIAL																
VACANT	5	0.0	0	0.0	1	20.0	1.5	30.0	1.5	30.0	1	20.0	0	0.0	0	0.0
IMPROVED	2	0.0	0	0.0	1	50.0	0	0.0	0	0.0	1	50.0	0	0.0	0	0.0
TOTAL	7	0.0	1	14.3	1	14.3	1.5	21.4	2.5	35.7	1	14.3	0	0.0	0	0.0
TOTAL																
VACANT	8	12.5	0	0.0	2	25.0	1	12.5	3	37.5	1	12.5	0	0.0	0	0.0
IMPROVED	83	0.0	1	1.2	9	10.8	31.5	38.0	30.5	36.8	5	6.0	1	1.2	5	6.0
TOTAL	91	1.1	2	2.2	12	13.2	30.5	33.5	29.5	32.4	5	5.5	3	3.3	8	8.8