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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance  
**SUBJECT:** Assessing Contract  
**DATE:** November 6, 2023

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**OVERVIEW:**

The City has received a contract renewal proposal for assessing services from Erik Skogquist and Mary Wells. The proposal is for a 3 year contract. The rates per parcels stayed the same except for the improved residential parcels were reduced by 15 cents.

In Erik's email he said this about the rates:

"it looks like it would be between \$35-\$36,000 in 2024 based on the parcel counts and anticipated growth by the end of next year. Other than updating the years from the prior contract, we reduced the price for improved residential parcels by 15 cents to counter the addition of exempt parcels, since these are something that requires time and we need to value annually. By doing this it is more reflective of our workload and in the end I am happy to say that the difference amounts to only about a \$350 increase from 2023's estimated costs or 1%."

**ACTION TO BE CONSIDERED:**

Renew the assessing contract with Erik Skogquist and Mary Wells.

**BUDGET IMPLICATION:**

This amount is budgeted in the General Fund each year.