



COUNTY OF STEARNS

Assessor's Office

DEC 08 2008

Administration Center RM 37 • 705 Courthouse Square • St. Cloud, MN 56303
320-656-3680 • FAX 320-656-3977

MEMO

DATE: DECEMBER 5, 2008

TO: ALL TOWNSHIPS AND CITIES CONTRACTING WITH STEARNS COUNTY FOR ASSESSMENT SERVICES

FROM: GARY GROSSINGER, STEARNS COUNTY ASSESSOR

RE: TRANSFER LOCAL BOARD OF REVIEW DUTIES AND POWERS/ALTERNATIVE REVIEW OPTION

This memorandum again addresses the property tax law governing the transfer of local board of review duties and powers when assessments are only performed by the County's Assessor's Office.

In 1998, Chapter 231, Article 2, Section 23, Subdivision 3 of the Omnibus Tax Bill gave the town board of any town or the governing body of any city the option of transferring its powers and duties to the county board and choosing not to perform the function of a local board of review. The transfer may be permanent or for a specified number of years, but the transfer cannot be for less than three years. A town or city may renew its option to transfer after the designated time of this transfer agreement has expired.

Under this alternative review option, the county is required to notify taxpayers whose town or city elected to transfer its local board of review powers to them. Prior to the county board of equalization meeting, the county shall make available to those taxpayers a procedure for a review of their assessments, including but not limited to, open book meetings. The county assessor will be allowed to make changes during the alternative review option time but is not allowed to make changes after the county board of equalization as adjourned, except for administrative and clerical error (same as the current law). This alternative review process will take place in April or May of each year, similar to the time frame scheduled for local board of review meetings. Notices of assessment will continue to be forwarded to taxpayers at least ten days before the open book meeting. The dates, places, and times for that review will be listed on the notice.

If you choose to transfer your local board of review duties and powers to the county, please complete the enclosed form and return to this office before January 1, 2009. Should you have any questions regarding this change in the appeals process or a need to discuss this matter further, you may contact me.

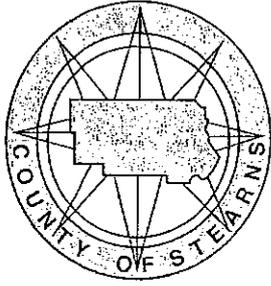
COPIED TO: CC X

DATE 12-17 PC _____

STAFF _____

P&R _____

FIRE _____



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LOCAL BOARD OF REVIEW TRANSFER AGREEMENT

(Please consider and return by January 1, 2009)

NOTICE IS HEREBY GIVEN, That the Township/City of _____ in Stearns County, Minnesota, has opted to transfer its power and duties to the County and no longer choose to perform the function of a local board of review. This agreement to transfer said duties is effective for the following assessment year and shall

_____ *{Insert: be considered permanent; be for a minimum period of three (3) years; or be for a period of (specify length of time greater than three (3) years) years}.*

As a condition of this transfer, the County shall make available to those taxpayers within the Township/City of _____ a procedure for a review of their assessments, including but not limited to, an open book meeting. The County Assessor will notify taxpayers of the dates, places, and times for this review through notices of assessment. The County Assessor will be allowed to make changes during the alternative review option time until the adjournment of the County Board of Equalization.

The Township/City of _____ may renew its option to transfer if this agreement is not permanent.

Given under my hand this _____ day of _____, 2008

Township/City of _____.

Council/Board Members, please sign below.

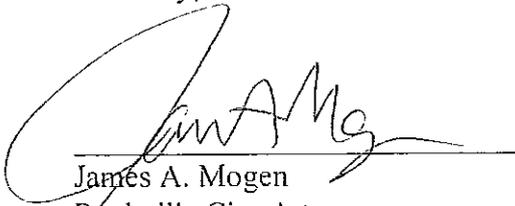
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Rena Weber
December 4, 2008
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administrative staff time is not billed to the City. Finally, we will continue to work proactively with the staff to lower costs by finding better ways to meet the ongoing needs of the City. These efforts ensure the value of the service matches the expectations of the City.

Thank you, again, for your business and your confidence. I look forward to serving you for another year.

Sincerely,



James A. Mogen
Rockville City Attorney
JAM/ctg

cc: Igor Lenzner
Linda Barthelemy

Municipal Rate Schedule 2009

Standard rate includes general advice, land use related advice, employment and labor advice, ordinance drafting, zoning enforcement, and general meeting attendance:

Attorney 0-3 years experience		\$109.00 per hour
Attorney 3-6 years experience		\$145.00 per hour
Attorney 6 plus years experience		\$166.00 per hour
Paralegal		\$93.00 per hour
Legal Tech.		\$52.00 per hour
Word Processor		No Charge

Rates for development related projects, whether or not reimbursed by other sources, including development agreements and related advice; infrastructure and utility related installation and reimbursement contracts; state aid projects; state and federally funded projects; assessment projects and appeals; eminent domain and relocation; litigation; and tax increment and abatement projects:

Attorney 0-3 years experience		\$139.00 per hour
Attorney 3-6 years experience		\$169.00 per hour
Attorney 6 plus years experience		\$189.00 per hour
Paralegal		\$109.00 per hour
Legal Tech.		\$ 69.00 per hour
Word Processor		No Charge

There is NO CHARGE for internal copies, long distance phone calls and mileage. Actual out of pocket costs shall be passed through to the client, and charges are made for long distance faxes.

Municipal Rate Fee Schedule 2008

Standard rate includes general advice, land use related advice, employment and labor advice, ordinance drafting, zoning enforcement, and general meeting attendance:		
Attorney 0-3 years experience		\$105.00 per hour
Attorney 4-5 years experience		\$140.00 per hour
Attorney 6 plus years experience		\$160.00 per hour
Paralegal		\$90.00 per hour
Legal Tech.		\$50.00 per hour
Word Processor		No Charge
Rates for development related projects, whether or not reimbursed by other sources, including development agreements and related advice; infrastructure and utility related installation and reimbursement contracts; state aid projects; state and federally funded projects; assessment projects and appeals; eminent domain and relocation; litigation; and tax increment and abatement projects:		
Attorney 0-3 years experience		\$135.00 per hour
Attorney 4-5 years experience		\$165.00 per hour
Attorney 6 plus years experience		\$185.00 per hour
Paralegal		\$105.00 per hour
Legal Tech.		\$ 65.00 per hour
Word Processor		No Charge

There is NO CHARGE for internal copies, long distance phone calls and mileage. Actual out of pocket costs shall be passed through to the client, and charges are made for long distance faxes.

Rockville Park & Recreation Board November 6, 2008 Meeting Minutes

Meeting called to order by Chair Scott S. at 7:00 pm

Present: Scott S., Lori A., Steve H., Rick H., Dale B. (new member),
and newly elected council member Duane W.

1. October meeting minutes were passed out and approved with a small spelling correction and a motion by Steve with a second by Rick.
2. Dale Borgmann was present with some interest in joining the Park Board. A motion was made by Rick with a second by Steve to accept Dale B. onto the Park Board. This will now go to council to accept.
3. Duane Willenbring was also present as an observer and to become more informed before starting his new term as a member of the City Council.
4. The resignations of Glenn I. and Michele M. were presented to the council.
5. Scott did run into some resistance when presenting the bills to be paid. The council didn't understand that this money was already approved and earmarked for Eagle Park.
6. We had some discussion about the Park Boards from the past, both in Rockville and Pleasant Lake, and the relationship between the Park Board and the City Council.
7. Santa Day is set for Sunday Dec. 7th, from 1-3:00 at City Hall. Bruce Conrad will take the pictures again. Steve will ask Tim L. if he is able to be Santa again this year. Lori and Suzanne both have conflicts for setting up on Sat. We were going to set up on Friday instead, but then decided we might as well do it on Thurs. evening since we meet for our Park Board meeting anyway. We will meet at 6:00 to start hauling everything over. Scott will call channel 10 to list Santa Day in their events calendar. We will also make up a flyer to hand out at John Clark School, and post at Suburban, Post Office, and Granite Edge, and the gas station. We discussed how to get flyers out to the Pleasant Lake area people. We could put them in doors?? Or possibly put up a sign by the 400 Club.
8. Duane W. will cut some squares of plywood and have the craftsmen at John Clark Senior Comm. make our guide rope holders, for Santa Day, more sturdy. (Thanks Duane !)
9. Rick had a great idea to hold Santa Day next year at the Fire Hall! The community could get a chance to see the Fire Hall and Santa at the same time. We will check into this further next year.
10. The electricity is in at the picnic shelter at Lions Park. There are now outlets that can be used. The electricity will only be turned on when rented out.
11. Possibly in the future we could do a picnic shelter over in Community Park for people to enjoy.
12. We still need to get shelves made upstairs of old City Hall for our storage area.

13. Budget for 2009: Anything left from the Park Board with a balance of more than \$1000.00 will be rolled over for next year.
14. Trails Update by Lori: John has put together a financial summary. Our first sign is ready to be ordered, and it looks like the First Nat'l Bank of Cold Spring will pay for it (\$500.00). Metal Fab. by Cold Spring might be able to make a stand, and Julie will check with someone she knows that does metal work also. The stand should have a "Sign donated by: " plaque on it. Someone took some great pictures of the eagles that could be used on our next sign. Waiting for the ground to freeze to move the last benches into place. In Hanson's Woods the 6th graders helped pull buckthorn, and a few days later 16 home schooled students also came and helped. The next meeting is Nov. 18th for the Rockville County Park. We should invite the, current and new, mayor and council members to visit Eagle Park and see the progress.
15. Steve has probably found a helper to flood the rink this year.
16. Motion by Steve with a second by Rick to adjourn.

Meeting adjourned at 8:30 pm.

Next meeting is Thurs. Dec. 4, which will start at 6:00 to set up for Santa Day.

Respectfully submitted: Lori Anderson