Town of Lisbon

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MEMO

To: Town Council
From: Glenn Michalowski, Town Manager
Subject: Award Contract for Updates to Appraisal Schedules to William Van Tuinen
Date: April 2, 2024

Summary

The attached memo outlines the need to update the land and building pricing schedules for the Town of Lisbon in the TRIO system. The current schedules, developed by William Van Tuinen in 2016, are based on market conditions and data from a comprehensive town revaluation. Since then, the strong real estate market and rising costs have made these schedules outdated. Recent data from Maine Revenue Services shows Lisbon's average assessment ratio at 62% for the 2022 tax year with a quality rating of 12.0961. The demand for professional revaluation services is high, with some firms booked until the 2027-28 tax year. Kathy Malloy, the former assessor, and the memo's author believe the town's parcel data accuracy remains high, but the cost schedules for converting data to values are now outdated due to market changes. Recommend contracting William Van Tuinen for the update of the appraisal schedules for the 2024-2025 tax year, suggesting a sole source exemption due to his extensive knowledge of Lisbon's assessing system. Van Tuinen, who developed the current schedules during the 2016 revaluation, has submitted a proposal for this work. The contract with Van Tuinen would be funded from account Act # - 20000000-29728 - Revaluation reserve. This recommendation aims to align Lisbon's appraisal schedules with current real estate market conditions, ensuring accurate and fair assessments.

Recommendation

To award the contract to William Van Tuinen to complete the updated cost schedules for tax year 2024-25 for an amount not to exceed $16,000.

Attachments

1. Updating Lisbons Land and Building Schedules
2. LISBON 2024 UPDATE PROPOSAL