

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 6/5/13

Via: Patrick Wussow, County Administrator

From: Mike Dangers, County Assessor

Title of Item:

Billboard Valuation

Requested Meeting Date: 6/11/13 Estimated Presentation Time: 15 minutes

Presenter: Mike Dangers

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes _____ No _____ (attach explanation)
- What type of expenditure is this? ___ Operating ___ Capital ___ Other (attach explanation)
- Revenue line account # that funds this item is: _____
- Expenditure line account # for this item is: _____

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. ___ Yes ___ No
- Applicable job description(s) may require revision. ___ Yes ___ No
- Item may impact a bargaining unit agreement or county work policy. ___ Yes ___ No
- Item may change the department's authorized staffing level. ___ Yes ___ No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.



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MEMO

June 5, 2013

To: County Board of Commissioners
County Administrator

A handwritten signature in blue ink, appearing to be "JM", is written over the recipient's name.

From: Mike Dangers, County Assessor

Re: Billboard Valuation

Aitkin County has many billboards along our major highways. Billboards are large roadside signs that advertise some product or service. They are often large, steel-frame structures that are built by professional outdoor advertising companies. The property owner typically receives regular income from the company in exchange for the use of the land.

Currently, billboards are not being valued, classified, or taxed in many Minnesota counties. The Minnesota Department of Revenue is currently working on a bulletin that will advise assessors on how to value and classify billboards. They wish to develop statewide consistency.

We are planning to locate the major billboards in the County this summer. Then, we will proceed to contact the owners and ask for details of their lease agreements. Lease details, including income information, is protected private data and will only be used to develop market rates for an income approach to value. Owners may refuse to provide this data but without their help, the development of reasonable estimated values will be difficult.

The Uniform Standards of Professional Appraisal Practice (USPAP) published by The Appraisal Foundation requires that mass appraisers (aka assessors) must "collect, verify, and analyze such data as are necessary and appropriate to develop" items such as "value by capitalization of income or potential earnings-i.e., rentals, expenses, interest rates, capitalization rates, and vacancy data". While we need to respect the privacy of individuals, we are also required to adhere to the USPAP.

We plan to allow plenty of time for owners to voice their questions and concerns to us prior to the finalization of values in March 2014. Please contact me with any questions.