



**City of Waukesha**  
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<b>Committee:</b> Finance Committee	<b>Date:</b> 4/30/2024
<b>Common Council Item Number:</b> ID# 24-9584	<b>Date:</b> 5/7/2024
<b>Submitted By:</b> Samuel A Walker, City Assessor	<b>City Administrator Approval:</b> <b>Tony Brown, 04/10/2024</b>
<b>Finance Department Review:</b> <b>Joe Ciurro, 04/25/2024</b>	<b>City Attorney's Office Review:</b> <b>Brian Running, 04/23/2024</b>
<b>Subject:</b> <b>Request to include the Residential Marshall &amp; Swift to AssessPro for residential valuation purposes.</b>	

**Details:**  
When we originally contracted with Catalis for AssessPro, we included the Commercial Marshall & Swift module to assist in the valuation of commercial properties that we did not have adequate sales or income information. Since then, Catalis has started to include the Residential Marshall & Swift. This will allow the Assessor's Office an additional method to value residential properties if they do not have enough sales to value by the sales comparison approach. The current cost in AssessPro was extracted from Vision and has not been updated. The Residential Marshall & Swift would override the Vision values and would be more accurate and uniform.

**The costs would be a one time fee of \$12,773.76 with a recurring cost of \$8,773.76. With two employees retiring we would be able to cover part, if not all, of the cost with the savings of hiring two employees that are in the middle of the pay ranges.**

**Options & Alternatives:**  
Continue to use the outdated Vision/DOR cost values.

**Financial Remarks:**  
Software costs will be charged to account 1916.52440

**Executive Recommendation:**  
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