

MINUTES OF THE BOARD OF CITY COMMISSIONERS  
ACTING AS THE BOARD OF EQUALIZATION &  
OF THE SPECIAL CITY COMMISSION MEETING  
HELD MAY 22, 2013

Pursuant to due call and notice thereof, the Board of City Commissioners met as the Board of Tax Equalization at the City Office on Wednesday, May 22, 2013 at 12:00 P.M. with the following members present: Commissioners Craig Stromme, Dale Robbins and President Richard Johnson. Commissioners Tim Heisler and Rick Morse were absent. Also present were the City Assessor Gary Martinson and Mark Lange and Donna Wolf from the Assessing Department.

President Johnson called the meeting to order and turned it over to the City Assessor, Gary Martinson who presented a brief narrative on the purpose of the meeting and the duties of the Board.

The City Assessor stated this is the annual Board of Equalization for 2013. For any increase of \$3,000 or more and 10% or more a notice must be sent. The City Assessor reviewed the packet with the Commission.

1. Devils Lake Changes 2013 – True and Full Value: All residential property not on the list will get a 9% increase which is due to the housing trend and the sales ratio being 83%. Median has to be above 90%. Average increase for commercial property will be 5%. Discussion followed on how the State determines the median average.
2. Four renaissance projects came back onto the tax rolls this year and one went off this year. The property tax relief can't start for a renaissance project until after the first year of construction unless the project is completed before February 1. Only taxes for the land value are received for five years for renaissance projects. Discussion followed on how renaissance projects work and on the value of the projects when they are added back to the tax rolls.
3. The tax exemption for AGP was discussed. The exemption does not start until the units are occupied.
4. Discussion followed on the 50 mills being taken off for the school reduction by the State and how this affects the tax increment financing districts (TIF). In a TIF district every entity's (school, county, park, city) share goes into the repayment to the TIF.
5. The TIF projects were reviewed.
6. True and Full Valuation for 2013 is \$273,467,725.
7. Property tax reductions by the State were discussed further.

Commissioner Robbins moved to approve the 2013 Valuations as recommended by the City Assessor. The motion was seconded by Commissioner Stromme. Discussion followed on any latitude allowed by the State for adjusting the base. The motion carried unanimously.

Commissioner Stromme moved to approve the 2013 Property Tax Exemption List as recommended by the City Assessor. The motion was seconded by Commissioner Robbins, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2013 Blind Exemption List as recommended by the City Assessor. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2013 Veteran Exemption List as recommended by the City Assessor. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

Commissioner Robbins moved to approve the 2013 Senior Citizens & Disabled Person Property Tax List as recommended by the City Assessor. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

The City Assessor reviewed three property tax exemptions for new construction of residential property. These individuals will receive a 2-year exemption on the first \$75,000 of valuation.

Commissioner Robbins moved to approve the 2-year property tax exemptions for new construction of residential property up to \$75,000 for Karen Anderson, Kay Helland/Julie Hassett and Gilmore Braaten as recommended by the City Assessor. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

Discussion followed on increasing the 2-year exemption to the first \$150,000 of value.

President Johnson adjourned the Board of Equalization meeting at 1:15P.M, and called to order the special City Commission meeting.

President Johnson stated the purpose of the meeting was to discuss hiring an individual to fill the position in the Public Utilities Department.

The Public Utilities Supervisor reviewed the open position. Only two applications were received. The one individual interviewed has a 4-year degree, runs a water treatment plant, and has certifications. The Public Utilities Supervisor is requesting to hire this individual and to start him at the top of Grade 7. This individual earns more than this at his current position although benefits are similar. The top step of a Grade 7 makes around \$42,000.

Commissioner Robbins moved to hire Casey Byram at a Grade 7 Step N to fill the open position in the Public Utilities Department and to increase his Grade to an 8 Step J upon successful completion of six months of employment and of earning his Class II Certifications. The motion was seconded by Commissioner Stromme, and the motion carried unanimously.

There being no further business to come before the Commission, President Johnson adjourned the meeting at 1:20 P.M.

**LINDA LYBECK**  
**CITY AUDITOR**

**RICHARD S. JOHNSON**  
**PRESIDENT**