

## **Assessing Department Quarterly Report**

### **Department Overview:**

Assessing Director- Larry Reeder

Appraiser: Kasi Kinslow

Appraisal Technician: Seth Charleton

The Assessing department currently operates with 3 FTE's. All 3 positions are currently filled.

### **Current Activities:**

We have continued our reappraisal of residential properties in the Sawmill Creek area. We plan to complete the area for the 2024 assessment year. When completed we will target another area in need of reappraisal. We plan to continue until we have reappraised the entire Borough.

After tax bills were mailed on July 1, 2023, we had some issues with the personal property self-reporting system and property ownership. We will continue to respond to the property owners until all issues are resolved.

Kasi Kinslow and Seth Charleton will be attending an online training presented by the Uniform Standard of Professional Appraisal Practices. USPAP was adopted by Congress in 1989 and contains standards for all types of appraisal services, including real estate, personal property, and mass appraisal. Compliance is required for state-licensed and state certified appraisers.

### **Recent Accomplishments:**

Kasi has already completed 42 field inspections and appraisals for 2024. Our goal is to equal last year's production. Between reappraisals, new construction, and sold properties, we appraised close to 500 properties last year.

Seth continues to impress and improve in his role as an Appraisal Tech. His work on Business Personal Property was especially challenging this year and he handled it extremely well.

### **Budget:**

Currently, the Assessing department has used 7% of the operating budget for fiscal year 2024.



# Expense Budget Performance Report

Fiscal Year to Date 08/14/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 100 - General Fund										
EXPENSE										
5110.001	Regular Salaries/Wages	228,371.00	.00	228,371.00	8,481.72	.00	19,146.00	209,225.00	8	20,122.40
5110.002	Holidays	.00	.00	.00	.00	.00	895.28	(895.28)	+++	821.28
5110.003	Sick Leave	.00	.00	.00	.00	.00	1,341.96	(1,341.96)	+++	25.00
5120.001	Annual Leave	7,939.00	.00	7,939.00	471.08	.00	998.76	6,940.24	13	1,197.88
5120.002	SBS	14,485.85	.00	14,485.85	548.80	.00	1,372.01	13,113.84	9	1,358.83
5120.003	Medicare	3,426.50	.00	3,426.50	129.80	.00	324.53	3,101.97	9	321.41
5120.004	PERS	50,241.61	.00	50,241.61	1,969.61	.00	4,924.02	45,317.59	10	4,876.65
5120.005	Health Insurance	69,689.16	.00	69,689.16	.00	.00	5,441.19	64,247.97	8	5,666.09
5120.006	Life Insurance	30.24	.00	30.24	.00	.00	2.52	27.72	8	2.52
5120.007	Workmen's Compensation	639.58	.00	639.58	25.07	.00	62.67	576.91	10	66.51
5120.011	PERS on Behalf	15,751.52	.00	15,751.52	.00	.00	.00	15,751.52	0	.00
5201.000	Training and Travel	11,000.00	.00	11,000.00	.00	.00	600.00	10,400.00	5	293.92
5204.000	Telephone	798.00	.00	798.00	.00	.00	.00	798.00	0	46.48
5206.000	Supplies	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	193.03
5207.000	Repairs & Maintenance	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5211.000	Data Processing Fees	52,665.00	.00	52,665.00	.00	.00	.00	52,665.00	0	2,615.58
5212.000	Contracted/Purchased Serv	30,800.00	.00	30,800.00	.00	.00	.00	30,800.00	0	95.00
5221.000	Transportation/Vehicles	4,693.00	.00	4,693.00	.00	.00	.00	4,693.00	0	298.00
5222.000	Postage	2,900.00	.00	2,900.00	.00	.00	.00	2,900.00	0	.00
5223.000	Tools & Small Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
5224.000	Dues & Publications	2,170.00	.00	2,170.00	.00	.00	150.00	2,020.00	7	.00
<b>EXPENSE TOTALS</b>		<b>\$499,600.46</b>	<b>\$0.00</b>	<b>\$499,600.46</b>	<b>\$11,626.08</b>	<b>\$0.00</b>	<b>\$35,258.94</b>	<b>\$464,341.52</b>	<b>7%</b>	<b>\$38,000.58</b>
Fund 100 - General Fund Totals		\$499,600.46	\$0.00	\$499,600.46	\$11,626.08	\$0.00	\$35,258.94	\$464,341.52		\$38,000.58
Grand Totals		\$499,600.46	\$0.00	\$499,600.46	\$11,626.08	\$0.00	\$35,258.94	\$464,341.52		\$38,000.58