

## **Assessing Department Quarterly Report**

### **Department Overview:**

Assessing Director- Larry Reeder

Appraiser: Kasi Kinslow

Appraisal Technician: Chole Cagle

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

### **Current Activities:**

We are wrapping up our 2025 tax year and will certify the tax roll on May 29, 2025. We added over \$100 million in taxable value this year mainly due to new construction and our continued reappraisal of the residential properties in the Borough. During the appeal season we conducted over 100 reviews which allowed us to take a closer look at our appraisals and educate the property owners in respect to property tax and assessments. This was our fourth year, and we were working on reappraising the North side of Sitka. We plan to complete our residential reappraisal project next year, continuing north on Halibut Point rd. and surrounding areas. We are starting to see good results as we reappraise. Establishing and maintaining current values allows us to measure accuracy, develop market trends, and comply with Alaska Statutes.

Pending legal review, CBS should adopt a resolution to participate in the State's Optional Exemptions and Exclusions Statute (AS29.45.050). This proposed resolution would eliminate the need for a separate resolution for each account exempted. This has been on our back burner during our busy season these past 3 months. I hope to have the resolution presented to the Assembly before our next quarterly report.

We continue the development of a Trend Model to capture Sitka's real estate market annually. Using that market data, we will be able to develop and apply trends to all properties in CBS annually. We plan to apply trends starting next year. The application of a trend model annually should keep CBS values current as Alaska Statute requires.

**Recent Accomplishments:**

Kasi continues to impress and improve in her role as an Appraiser 2. Her work on our reappraisal continues to improve every year. She recently completed the International Association of Assessing Officers (IAAO) course 151, which covers the Uniform Standards of Professional Appraisal Standards (USPAP). The course is required to maintain certification with the Alaska Association of Assessing Officers (AAAO). Kasi continues to grow in her position as illustrated with continuing education and accuracy of her appraisals,

Chloe Cagle joined our team as an Appraiser Technician in January. Chloe graduated Cum Laude (3.5 GPA) from Boise State University with a degree in History. She also possesses certifications for Project Management, IT support, and American sign language. Chloe has applied her abilities to her position and is a positive addition to our team. She will be taking IAAO course 101 the first week of June. The course is an introduction to professional appraisal and assessment practices and is her first step to acquiring AAAO certification.

Chloe is motivated, compassionate, and enthusiastic about building a career at CBS. Kasi and I (mostly Kasi) have been training her in her new position.

**Budget:**

As of 5/21/2025, the Assessing department has used 69% of the operating budget for fiscal year 2025.



# Expense Budget Performance Report

Fiscal Year to Date 04/30/25

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	235,120.78	.00	235,120.78	12,871.34	.00	148,930.61	86,190.17	63	165,296.57
5110.002	Holidays	.00	.00	.00	.00	.00	8,483.05	(8,483.05)	+++	8,652.26
5110.003	Sick Leave	.00	.00	.00	888.18	.00	5,890.85	(5,890.85)	+++	6,775.64
5110.004	Overtime	.00	.00	.00	.00	.00	1,090.85	(1,090.85)	+++	.00
5110.010	Temp Wages	.00	.00	.00	2,645.00	.00	2,645.00	(2,645.00)	+++	.00
5120.001	Annual Leave	8,017.00	.00	8,017.00	242.42	.00	11,881.42	(3,864.42)	148	11,711.29
5120.002	SBS	14,904.19	.00	14,904.19	1,020.46	.00	10,968.11	3,936.08	74	11,744.70
5120.003	Medicare	3,525.50	.00	3,525.50	241.38	.00	2,594.37	931.13	74	2,778.14
5120.004	PERS	51,726.55	.00	51,726.55	3,080.42	.00	38,780.89	12,945.66	75	40,500.93
5120.005	Health Insurance	81,293.88	.00	81,293.88	5,208.21	.00	60,541.39	20,752.49	74	54,411.90
5120.006	Life Insurance	30.24	.00	30.24	2.58	.00	25.10	5.14	83	25.20
5120.007	Workmen's Compensation	611.25	.00	611.25	44.95	.00	469.35	141.90	77	515.52
5120.011	PERS on Behalf	17,244.09	.00	17,244.09	.00	.00	3,293.00	13,951.09	19	5,403.00
5201.000	Training and Travel	11,000.00	.00	11,000.00	349.00	.00	349.00	10,651.00	3	3,328.36
5204.000	Telephone	798.00	.00	798.00	.00	.00	.00	798.00	0	.00
5206.000	Supplies	1,500.00	.00	1,500.00	42.98	.00	352.50	1,147.50	24	916.87
5207.000	Repairs and Maintenance	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5211.000	IT Fees	79,252.00	.00	79,252.00	6,604.33	.00	66,043.30	13,208.70	83	43,887.50
5212.000	Contracted Services	15,700.00	.00	15,700.00	.00	.00	681.20	15,018.80	4	18,071.84
5221.000	Transportation/Vehicles	10,407.00	.00	10,407.00	646.41	.00	6,542.52	3,864.48	63	3,700.49
5222.000	Postage	3,100.00	.00	3,100.00	.00	.00	196.37	2,903.63	6	226.80
5223.000	Tools & Small Equipment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	177.43
5224.000	Dues and Publications	2,300.00	.00	2,300.00	2,585.91	.00	2,715.91	(415.91)	118	1,329.10
EXPENSE TOTALS		\$539,030.48	\$0.00	\$539,030.48	\$36,473.57	\$0.00	\$372,474.79	\$166,555.69	69%	\$379,453.54
Fund 100 - General Fund Totals		\$539,030.48	\$0.00	\$539,030.48	\$36,473.57	\$0.00	\$372,474.79	\$166,555.69		\$379,453.54
Grand Totals		\$539,030.48	\$0.00	\$539,030.48	\$36,473.57	\$0.00	\$372,474.79	\$166,555.69		\$379,453.54