

Assessor

Agency Overview

Agency Mission

The mission of the Assessor is to establish fair and equitable assessments for all taxable real and personal property and to maintain complete and accurate assessment rolls and property records.

Agency Overview

The Agency assesses all taxable real and personal property as well as maintaining complete and accurate assessment rolls and property information/ownership records. The goal of the Assessor's Office is to determine the most accurate and up-to-date property assessments as possible to ensure the fair and equitable distribution of property taxes.

2020 Budget Highlights

The 2020 Executive Budget includes funding for:

- Training regarding companies, available technology and products, and future enhancements in advance of selecting a new Computer-Assisted Mass Appraisal (CAMA) system (\$10,000).

Assessor**Function:****Administration***Budget Overview*

Agency Budget by Fund

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
General	2,656,307	2,667,024	2,469,343	2,601,023	2,712,661
TOTAL	\$ 2,656,307	\$ 2,667,024	\$ 2,469,343	\$ 2,601,023	\$ 2,712,661

Agency Budget by Service

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Assessor	2,656,307	2,667,024	2,469,343	2,601,023	2,712,661
TOTAL	\$ 2,656,307	\$ 2,667,024	\$ 2,469,343	\$ 2,601,023	\$ 2,712,661

Agency Budget by Major-Expenses

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Salaries	1,724,345	1,846,885	1,631,892	1,771,931	1,843,706
Benefits	706,741	563,528	497,310	536,932	566,795
Supplies	48,891	48,000	88,347	48,000	48,000
Purchased Services	157,987	189,399	232,582	223,714	233,714
Inter Depart Charges	18,342	19,212	19,212	20,446	20,446
TOTAL	\$ 2,656,307	\$ 2,667,024	\$ 2,469,343	\$ 2,601,023	\$ 2,712,661

Assessor**Function: Administration***Service Overview***Service:** Assessor**Citywide Element:** Effective Government

Service Description

This service discovers, lists, and values all taxable property within the City of Madison. Subservices include assessing residential, personal, and commercial properties, listing real property, preparing tax rolls, conducting Boards of Review and Boards of Assessment, and property tax litigation. The goal of this service is to provide accurate, up-to-date property assessments to ensure the fair and equitable distribution of property taxes.

Major Budget Changes

- Increased funding for annual maintenance of Pictometry Change Detection software and additional licenses for CoStar, software which provides information used to assist in the valuation of commercial properties (\$34,000).

Activities Performed by this Service

- Discover Property: Maintain accurate maps identifying each parcel of land in the city, ensure that the data is accurate and up-to-date, and monitor businesses that sell, move, or are created in the City to ensure all property receives an equitable assessment.
- List Property: Maintain accurate records of ownership, including contact information, property description, legal description, and the correct classification—Residential, Commercial, Agricultural, Agricultural Forest, Undeveloped, Forest, and Other.
- Value Property: Value all taxable property in the City on an annual basis including personal property (ex. office equipment and fixtures). There are over 75,000 parcels in the City that require accurate valuation each year.

Service Budget by Fund

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
General	2,656,307	2,667,024	2,469,343	2,601,023	2,712,661
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,656,307	\$ 2,667,024	\$ 2,469,343	\$ 2,601,023	\$ 2,712,661

Service Budget by Account Type

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Revenue	-	-	-	-	-
Personnel	2,431,086	2,410,413	2,129,202	2,308,863	2,410,501
Non-Personnel	206,879	237,399	320,929	271,714	281,714
Agency Charges	18,342	19,212	19,212	20,446	20,446
TOTAL	\$ 2,656,307	\$ 2,667,024	\$ 2,469,343	\$ 2,601,023	\$ 2,712,661

Assessor

Function:

Administration*Line Item Detail***Agency Primary Fund: General**

Salaries

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Permanent Wages	1,680,894	1,850,041	1,593,247	1,775,087	1,846,862
Salary Savings	-	(19,305)	-	(19,305)	(19,305)
Premium Pay	1,031	-	1,767	-	-
Compensated Absence	13,165	15,149	14,183	15,149	15,149
Hourly Wages	23,295	-	20,307	-	-
Overtime Wages Permanent	5,959	1,000	2,388	1,000	1,000
TOTAL	\$ 1,724,345	\$ 1,846,885	\$ 1,631,892	\$ 1,771,931	\$ 1,843,706

Benefits

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Comp Absence Escrow	155,580	-	-	-	-
Health Insurance Benefit	292,397	281,964	247,527	269,592	283,005
Wage Insurance Benefit	5,205	5,824	3,653	3,653	3,653
WRS	110,800	121,179	105,107	116,267	124,662
FICA Medicare Benefits	127,666	138,926	124,854	130,724	138,779
Licenses & Certifications	20	-	-	-	-
Post Employment Health Plans	15,073	15,635	16,170	16,696	16,696
TOTAL	\$ 706,741	\$ 563,528	\$ 497,310	\$ 536,932	\$ 566,795

Supplies

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Office Supplies	2,992	6,000	2,064	6,000	6,000
Copy Printing Supplies	4,764	5,000	4,522	5,000	5,000
Furniture	446	-	2,858	-	-
Hardware Supplies	23	-	-	-	-
Software Lic & Supplies	2,272	-	1,698	-	-
Postage	27,917	27,000	28,046	27,000	27,000
Books & Subscriptions	-	1,000	353	1,000	1,000
Work Supplies	10,065	9,000	48,436	9,000	9,000
Equipment Supplies	413	-	370	-	-
TOTAL	\$ 48,891	\$ 48,000	\$ 88,347	\$ 48,000	\$ 48,000

Purchased Services

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
Telephone	1,030	4,700	880	4,700	4,700
Cellular Telephone	2,636	2,796	7,937	2,796	2,796
Systems Comm Internet	490	-	350	-	-
Custodial Bldg Use Charges	49,096	55,527	55,527	55,842	55,842
Equipment Mntc	48	100	-	100	100
System & Software Mntc	2,068	-	4,224	-	-
Recruitment	1,869	-	604	-	-
Mileage	33,974	40,000	25,172	40,000	40,000
Conferences & Training	10,485	10,000	13,727	10,000	10,000
Memberships	280	400	1,151	400	400
Storage Services	1,187	1,000	986	1,000	1,000
Consulting Services	-	-	10,400	34,000	34,000
Transcription Services	953	500	418	500	500
Other Services & Expenses	29,803	49,990	87,754	49,990	59,990
Taxes & Special Assessments	24,067	24,386	23,452	24,386	24,386
TOTAL	\$ 157,987	\$ 189,399	\$ 232,582	\$ 223,714	\$ 233,714

Assessor**Function: Administration***Line Item Detail***Agency Primary Fund: General**

Inter-Departmental Charges

	2018 Actual	2019 Adopted	2019 Projected	2020 Request	2020 Executive
ID Charge From Insurance	3,683	4,648	4,648	9,355	9,355
ID Charge From Workers Comp	14,659	14,564	14,564	11,091	11,091
TOTAL	\$ 18,342	\$ 19,212	\$ 19,212	\$ 20,446	\$ 20,446

Assessor

Function: Administration

Position Summary

	2019			Request		2020		Adopted	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	2.00	114,417	2.00	106,442	2.00	110,745	-	-
ASSESS TECH	16	1.00	59,930	1.00	60,346	1.00	62,786	-	-
ASSESSMENT BUSINESS SYS MC	18	1.00	85,269	1.00	84,942	1.00	88,377	-	-
ASSESSMENT OPERATIONS MG	18	1.00	96,138	1.00	69,715	1.00	72,534	-	-
CITY ASSESSOR	21	1.00	128,504	1.00	123,900	1.00	128,911	-	-
PROG ASST	20	1.00	56,067	1.00	55,852	1.00	58,111	-	-
PROP LISTER	20	2.00	111,022	2.00	109,741	2.00	114,178	-	-
PROPERTY APPRAISER	16	15.00	1,198,694	15.00	1,164,149	15.00	1,211,220	-	-
TOTAL		24.00	\$ 1,850,041	24.00	\$ 1,775,087	24.00	\$ 1,846,862	-	\$ -

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.