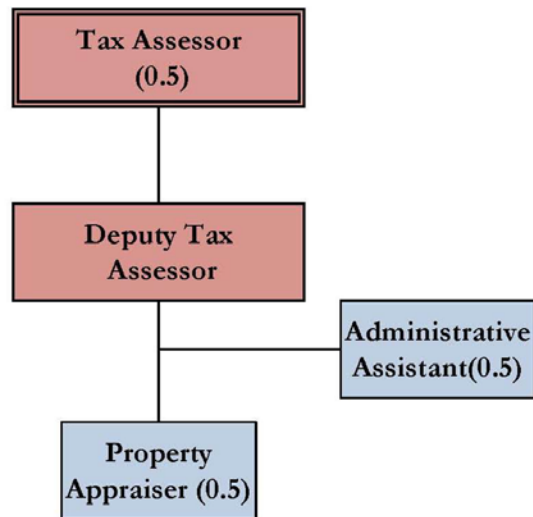
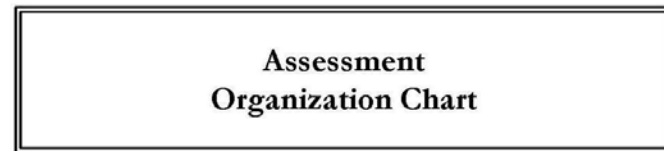




Assessment

**“OUR OVERALL DEPARTMENT GOAL IS
FAIR AND EQUITABLE VALUATIONS FOR ALL PROPERTY TYPES
IN OUR CITY EACH YEAR.”**

Assessing Department



2017 Staffing

- .5 PT Tax Assessor
- 1. FT Deputy Assessor
- .5 PT Property Appraiser
- .5 PT Administrative Assistant

Major Responsibilities/Duties

- The Assessing function is a “work flow” department with the final product being the tax commitment each August.
- This work flow is the annual - Discover-List-and Value, both real and personal property each year.
- Our overall goal is fair and equitable valuations for all property types in our city each year.

Significant Accomplishments

Updated Residential Values

- Redesigned Vision Software Depreciation Schedules; Grade & Condition Factor Tables - Resulting in Residential Land and Building Reassessments.

New City Tax Maps

- GIS Coordination with Biddeford to Create up to date map changes as of 4/1/2017.

What are we working on now?

Maine Revenue Services Municipal Tax Division Requirements:

Municipal Valuation Return

- Preparation of our statistical summary detailing valuations, exemptions, assessment ratios and tax rate for inclusion in the "State Valuation Statistical Summary"

Sales Ratio Analysis

- Statistical display of sales information arranged by class/sales (qualified) /value, etc. for the purpose of determining the city's ratio and quality rating.

Processing the Business Equipment Tax Reimbursement (BETR) Applications

- The BETR program is administered through Maine Revenue Services
- Our office processes the applications from Business owners who have listed and paid tax on personal property that is qualified for the program.

Looking Forward



Plans for updating commercial property values for 2018: same process used to update residential properties.



Vision Appraisal 8 - being rolled out spring 2018



Staff Training on the new software.