



MONTHLY ASSESSMENT OFFICE REPORT
January 14, 2024 – County Services Committee

- The deadline to file a Board of Review Appeal was January 3rd, 2024. We have 71 appeals currently docketed which seems to be on pace with past years. In the last four years the appeal count has ranged from 54-77 appeals.
- Our phone and counter traffic were very steady during this last month since the change of assessment notices were mailed out. My staff did a tremendous job facing many difficult conversations with professionalism and courtesy.
- The Board of Review will begin meeting Friday, January 17th for preliminary review of the appeals. My staff and I have been preparing the files, reviewing records and doing research to assist the board in making their decisions.
- The beginning of the year is a time our homestead exemptions need to be updated. We are making sure to get each exemption updated with new dates, any State Statute changes or internal updates needed and getting the updated forms posted on the county website.
- Task lists for our township assessors and field inspectors are being completed for the 2025 year. There is a lot of organization and preparation that goes into that to make sure the people going out in the field to collect measurements and information have the tools and information they need. I recently spoke to the Zoning Officer, Alice Henkel, regarding the implementation of field inspections in their office and how we can coordinate some of our efforts. Our office is in turn figuring out how to readjust the workflow on our end to streamline some of the field inspection needs.

Respectfully submitted,

Jennifer Boyd, CIAO
Chief County Assessment Officer/GIS Supervisor