

ASSESSMENT OFFICE/GIS DEPARTMENT
COUNTY SERVICES COMMITTEE REPORT
August 14, 2023

1. 2023 assessment work continues with task list processing for all townships. Also, I am scheduled to do some field inspections at the end of the month for some commercial properties and other atypical properties.
2. The assessment office has started converting improved Woodhaven parcels into PAMS (the CAMA system) for efficiency and equity of assessments. This consists of a great amount of manual data entry on each parcel for initial set up. We are happy to get a start on it now but will not be implementing the values from PAMS until the next quadrennial reassessment year for the two townships Woodhaven sits in, May and Sublette which will be 2025.
3. Education continues:
 - Two staff members attended a PAMS seminar earlier in July.
 - I attended a conference last week which included a GIS seminar and a Real Estate Law Class
 - GIS Coordinator, Sami attended the ESRI User Conference, which he will be sharing more about in his GIS report.
4. Other focus on how to work more efficiently and accurately with equity to the taxpayers has been put towards implementing some new software programs.
 - Marshall & Swift Commercial/Agricultural Estimator:
 - Windows based program that is a quick and flexible tool to accurately determine up-to-date fair cash value and replacement costs based on the Marshall Valuation Service that we already use for commercial and agricultural buildings.
 - Will allow for faster, more accurate and equitable calculations, reducing chance of human error in calculations.
 - CoStar: <https://www.costar.com/>
 - Commercial Real Estate Information Company
 - Sales, Leases, Comps in and out of Lee County
 - Utilize when assessing new construction to verify values are in line with other similar properties outside of our jurisdiction
 - Compile commercial sales comparables for appeals to the Board of Review and Property Tax Appeal Board (PTAB) if necessary
 - On boarding session the rep pulled together a commercial comp of Walgeeens stores in neighboring counties within minutes. Last year I spent a considerable amount of time over several days investigating online and contacting multiple assessment offices to compile similar information into a report.

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- TrueRoll: <https://www.trueroll.io/>
 - Homestead Tax Exemption Audit Platform
 - TrueRoll reviews thousands of data sources in real time and provides a prioritized list of conflicts to be analyzed by staff.
 - Tax roll data will be more accurate and up-to-date
 - EAV expected to increase from unfounded exemptions
 - Proactively find taxpayers who may qualify for exemptions which would reduce the amount of time spent on Certificate of Errors and burden on other taxpayers due to the recapture laws.
5. GIS Information:
- I submitted to the City of Dixon their annual invoice of \$25,000 for GIS hosting fees for 2023. The GIS fees have not been increased since 2018 when this intergovernmental agreement began. I proposed an updated agreement for 2024 with an increase of \$3,000 to \$28,000 and wording that the agreement will automatically renew on an annual basis thereafter with a 3% increase each year. City of Dixon has approved this proposal and I will submit it to our St.Atty for review before getting final signatures. This will go into effect in May 2024.
6. GIS Technician, Logan Griswold, will be wrapping up his summer internship time with us at the end of August. He has been working 40 hours a week with us since May and has shown a great level of skill and eagerness to learn. We look forward to welcoming him back full time once he graduates at the end of this year. We wish him all the best in his final semester at UW-Whitewater.
7. See GIS Report from Sami Elarifi for further GIS updates.

Respectfully Submitted,

Jennifer Boyd, CCAO
Supervisor of Assessments