

BOARD OF ASSESSORS

MONTHLY REPORT

December 2023

- ✚ December 2023 property sales and resulting ownership changes were incorporated into the Assessing Department database.
- ✚ December 2023 building permits were incorporated into the Assessing Department database.
- ✚ Assessing Department staff continued new construction property inspections relating to FY24 building permit activity.
- ✚ The Board of Assessors approved 1 Motor Vehicle & Trailer Excise abatement totaling \$15.18.
- ✚ The Assessing Administrator presented the Classification Hearing on Tuesday, December 5, 2023.
- ✚ Assessing Administrator submitted the Tax Rate Recap prepared for the Classification Hearing on Tuesday, December 5, 2023 and started preparation for Tax Recap data for DOR.
- ✚ Assessing Administrator submitted the Tax Rate Recap on 12/13/2023.
- ✚ Assessing Administrator received approval of Tax Rate on 12/14/2023.
- ✚ Assessing Administrator entered exemptions into Munis and prepared billing file with the assistance of the Finance Director.
- ✚ Proposed Board of Assessors Meeting is tentatively scheduled for January 17, 2024.