

Property Appraiser

To assess all property located within Leon County according to the laws of the State of Florida, thereby assuring all property owners with a fair and equitable taxing structure.

PROGRAM HIGHLIGHTS

1. Corrected inequities and collected accurate measurements for all residential properties.
2. Established professional reviews of agricultural properties.
3. Succeeded in making the office more user-friendly and records more accessible.
4. Accepted and maintained the parcel layer for the enterprise GIS.
5. Implemented the Low-Income Senior exemption, processing approximately 1,777 detailed senior applications.

ADVISORY BOARD

NONE

SUMMARY OF KEY STATUTORY RESPONSIBILITIES

Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087

SUMMARY OF KEY SERVICE FUNCTIONS

1. Assess all property located within Leon County
2. Provide effective and efficient service to the citizens of Leon County

PERFORMANCE MEASUREMENTS

	FY 99/00	FY 00/01	FY 01/02	FY 02/03
	Actual	Actual	Estimate	Target
1) To assure that every parcel of property in Leon County I assessed on a basis that is fair and in accordance with the laws of the State of Florida.	100%	100%	100%	100%
2) To continue to increase training for employees and institute the latest appraisal technologies where economically feasible.	100%	100%	100%	100%
3) Number of Homestead Exemptions	93,000	94,000	95,000	96,000
4) Number of Senior Exemptions	N/A	1,777	1,800	1,800

FY 2002/2003 THRU FY 2006/2007 FINANCIAL & STAFFING SUMMARY

	FY 00/01 Actual	FY 01/02 Adopted	FY 02/03 Budget	FY 03/04 Planned	FY 04/05 Planned	FY 05/06 Planned	FY 06/07 Planned
<u>OPERATING</u>							
Personnel	\$2,073,614	\$2,297,189	\$2,463,107	\$2,537,000	\$2,613,110	\$2,691,504	\$2,772,249
Operating	520,973	545,205	473,870	488,086	502,729	517,811	533,345
Capital Outlay	66,182	105,409	84,100	86,623	89,222	91,898	94,655
Reserves	7,500	7,500	7,500	7,725	7,957	8,195	8,441
TOTAL	\$2,668,269	\$2,955,303	\$3,028,577	\$3,119,434	\$3,213,017	\$3,309,408	\$3,408,690
<u>STAFFING</u>							
Full Time	44.00	44.00	46.00	46.00	46.00	46.00	46.00
O.P.S.							

FY 2002/2003 PROGRAM CHANGES & NOTES:

This program is recommended at an increased funding level. These recommendations are:

1. Routine salary and wage adjustments
2. NAL Title Clerk. \$24,000 (salary only)
3. Commercial Appraiser. \$25,000 (salary only)

FY 2003/2004 THRU FY 2006/2007 PLANNED INITIATIVES & NOTES:

There are no program changes requested in the outyears with the exception of anticipated routine salary and wage adjustments.

Property Appraiser

ACCOUNT NUMBER: 001-512-586

PROGRAM EXPENDITURE DETAIL

Object		FY 00/01	FY 01/02	FY 02/03 Requested			FY 02/03 Budget		
Code	Account Description	Actual	Adopted	NII	Change	Total	NII	Change	ARB
51100	Executive Salaries	\$108,950	\$113,986	\$116,769		\$116,769	\$116,769		\$116,769
51200	Salaries & Wages	1,421,587	\$1,562,492	\$1,630,171	\$49,000	\$1,679,171	\$1,630,171	\$49,000	\$1,679,171
51300	Other Salaries	72,667	68,120	70,160		70,160	70,160		70,160
52100	FICA Taxes	118,563	133,462	139,009	3,749	142,758	139,009	3,749	142,758
52200	Retirement	147,636	144,537	140,875	3,479	144,354	140,875	3,479	144,354
52300	L & H Insurance	196,501	266,278	293,893	7,129	301,022	293,893	7,129	301,022
52400	Workers' Comp	7,710	8,314	8,456	417	8,873	8,456	417	8,873
TOTAL PERSONAL SERVICES		\$2,073,614	\$2,297,189	\$2,399,333	\$63,774	\$2,463,107	\$2,399,333	\$63,774	\$2,463,107
53100	Prof. Services	89,277	115,800	103,800		103,800	103,800		103,800
53400	Other Contract Svcs.	15,081	10,000	11,500		11,500	11,500		11,500
54000	Travel & Per Diem	12,373	16,893	17,891		17,891	17,891		17,891
54100	Communication	17,798	15,000	15,450		15,450	15,450		15,450
54200	Postage	48,843	87,176	79,660		79,660	79,660		79,660
54400	Rentals & Leases	157,912	122,511	96,774		96,774	96,774		96,774
54500	Insurance	6,328	5,824	6,328		6,328	6,328		6,328
54600	Repair & Maint.	77,930	50,866	44,732		44,732	44,732		44,732
54700	Printing & Binding	8,518	32,000	13,000		13,000	13,000		13,000
54900	Other Current Chg.	17,521	21,000	13,000		13,000	13,000		13,000
55100	Office Supplies	10,127	12,000	15,000		15,000	15,000		15,000
55200	Operating Supplies	32,251	26,000	30,000		30,000	30,000		30,000
55400	Bks, Pubs, & Memb.	6,724	6,350	7,350		7,350	7,350		7,350
55401	Training	20,290	23,785	19,385		19,385	19,385		19,385
TOTAL OPERATING EXPENSES		\$520,973	\$545,205	\$473,870		\$473,870	\$473,870		\$473,870
56400	Mach. & Equip.	66,182	105,409		84,100	84,100		84,100	84,100
TOTAL CAPITAL OUTLAY		\$66,182	\$105,409		\$84,100	\$84,100		\$84,100	\$84,100
59000	Res. For Contingency	7,500	7,500	7,500		7,500	7,500		7,500
TOTAL RESERVES		\$7,500	\$7,500	\$7,500		\$7,500	\$7,500		\$7,500
PROGRAM TOTAL		\$2,668,269	\$2,955,303	\$2,880,703	\$147,874	\$3,028,577	\$2,880,703	\$147,874	\$3,028,577

PROGRAM STAFFING DETAIL

<u>STAFFING TABLE</u>	FY 00/01	FY 01/02	FY 02/03 Requested			FY 02/03 Budget		<u>ARB</u>
	<u>Actual</u>	<u>Adopted</u>	<u>NII</u>	<u>Change</u>	<u>Total</u>	<u>NII</u>	<u>Change</u>	
Accounting Services Sprvsr.	1.00	1.00	1.00		1.00	1.00		1.00
Adm. Spv/Sec Specialist	2.00	2.00	2.00		2.00	2.00		2.00
Agricultural Supervisor	1.00	1.00	1.00		1.00	1.00		1.00
Asst. Property Appraiser	1.00	1.00	1.00		1.00	1.00		1.00
Chief Dep. Appraisal Services	1.00	1.00	1.00		1.00	1.00		1.00
Commercial Anlst/Appraisers	2.00	2.00	2.00	1.00	3.00	2.00	1.00	3.00
Cstmr Svc/Exemptions Supv	1.00	1.00	1.00		1.00	1.00		1.00
Data Entry Operators	2.00	2.00	2.00		2.00	2.00		2.00
Director Information Tech.	1.00	1.00	1.00		1.00	1.00		1.00
Director Management Svs	1.00	1.00	1.00		1.00	1.00		1.00
Director of Real Estate	1.00	1.00	1.00		1.00	1.00		1.00
Exemption Clerk/Spec/Invstgtr	5.00	5.00	5.00	1.00	6.00	5.00	1.00	6.00
GIS Coordinator	1.00	1.00	1.00		1.00	1.00		1.00
GIS Specialists	3.00	3.00	3.00		3.00	3.00		3.00
Land Appraiser/Sales Qualif	2.00	2.00	2.00		2.00	2.00		2.00
Land Supervisor	1.00	1.00	1.00		1.00	1.00		1.00
NAL Supervisor	1.00	1.00	1.00		1.00	1.00		1.00
Network Systems Specialist	1.00	1.00	1.00		1.00	1.00		1.00
Program Analyst	1.00	1.00	1.00		1.00	1.00		1.00
Property Appraiser	1.00	1.00	1.00		1.00	1.00		1.00
Real Estate Appraisers	7.00	7.00	7.00		7.00	7.00		7.00
Real Estate Title/NAL File Mgr.	2.00	2.00	2.00		2.00	2.00		2.00
Supervisor Field Operations	1.00	1.00	1.00		1.00	1.00		1.00
TPP Appraisers/Auditors	4.00	4.00	4.00		4.00	4.00		4.00
Total	44.00	44.00	44.00	2.00	46.00	44.00	2.00	46.00