

**Constitutional**

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Leon County Government  
Fiscal Year 2005 Budget

**Property Appraiser**

Organizational Code: 001-512-586

**Mission Statement**

The mission of the Property Appraiser is 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.

**Advisory Board**

None

**Summary of Services Provided**

1. Assess all property located within Leon County.
2. Provide effective and efficient service to the citizens of Leon County.
3. Administer all exemptions and classifications.
4. Provide Tax Roll for all taxing authorities.
5. Administer the Truth-In-Millage (TRIM) process.

**Accomplishments**

1. Continued excellence in mass appraisal process, accommodating new classes of properties such as student dorm apartment complexes, and assisted living facilities.
2. Appraisals completed for all exempt government structures in the county.
3. Homestead remote application locations in four quadrants of the county continued each year in February, as well as Saturday filing location in the Tallahassee Mall.
4. Continued success and improvement in access to records, updated weekly on the internet.
5. Implementation of existing and new exemptions, such as low-income senior exemption, and the granny-flat exemption.

**Current Year Notes**

None

**Out-Year Notes**

None

Objectives / Performance Measures	Indicator	Units	FY 2003 Actual	FY 2004 Budget	FY 2005 Budget
• To assure that every parcel of property in Leon County is assessed on a basis that is fair and in accordance with the laws of the State of Florida	Input	%	100	100	100
• To continue to increase training for employees and institute the latest appraisal technologies where economically feasible	Input	%	100	100	100
• Number of Homestead Exemptions	Input	#	52,014	53,021	53,021
• Number of Senior Exemptions	Input	#	1,932	2,010	2,010

**Leon County Government  
Fiscal Year 2005 Budget**

**Property Appraiser**

*Organizational Code: 001-512-586*

Budgetary Costs	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
General Fund	3,028,290	3,442,697	3,935,173	0	3,935,173	4,131,932
Total Budgetary Costs	<u>3,028,290</u>	<u>3,442,697</u>	<u>3,935,173</u>	<u>0</u>	<u>3,935,173</u>	<u>4,131,932</u>

Funding Sources	FY 2003 Actual	FY 2004 Adopted	FY 2005 Budget	FY 2006 Budget
001 General Fund	3,028,290	3,442,697	3,935,173	4,131,932
Total Revenues	<u>3,028,290</u>	<u>3,442,697</u>	<u>3,935,173</u>	<u>4,131,932</u>

Staffing Summary	FY 2003 Actual	FY 2004 Adopted	FY 2005 Continuation	FY 2005 Issues	FY 2005 Budget	FY 2006 Budget
Property Appraiser	1.00	1.00	1.00	0.00	1.00	1.00
Financial Officer	1.00	1.00	1.00	0.00	1.00	1.00
Admin Supv/Sec/Telephone Op	2.00	2.00	2.00	1.00	3.00	3.00
Assistant Property Appraiser	1.00	1.00	1.00	0.00	1.00	1.00
Chief Deputy Appraisals	1.00	1.00	1.00	0.00	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	1.00	4.00	4.00
Exemption/Customer Service Supv	1.00	1.00	1.00	0.00	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	0.00	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	0.00	1.00	1.00
Director of Management Services	1.00	1.00	1.00	0.00	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	0.00	1.00	1.00
Exempt/Customer Service Technicians	5.00	5.00	5.00	0.00	5.00	5.00
GIS Coordinator	1.00	1.00	1.00	0.00	1.00	1.00
GIS/IT Specialists	2.00	2.00	2.00	1.00	3.00	3.00
Land Appraisers/Sales	4.00	4.00	4.00	0.00	4.00	4.00
Land Supervisor	1.00	1.00	1.00	0.00	1.00	1.00
NAL Supervisor	1.00	1.00	1.00	0.00	1.00	1.00
TPP Supervisor	1.00	1.00	1.00	0.00	1.00	1.00
Network System Administrator	1.00	1.00	1.00	0.00	1.00	1.00
Resid Appraisal/Specialists	9.00	9.00	9.00	2.00	11.00	11.00
RE Title/NAL Tech	4.00	4.00	4.00	0.00	4.00	4.00
Supv/Admin Field Operations	2.00	2.00	2.00	0.00	2.00	2.00
TPP Appr/Auditors	4.00	4.00	4.00	0.00	4.00	4.00
Tax Roll Administrator	1.00	1.00	1.00	0.00	1.00	1.00
Total Full-Time Equivalents FTE)	<u>51.00</u>	<u>51.00</u>	<u>51.00</u>	<u>5.00</u>	<u>56.00</u>	<u>56.00</u>