

**City Real Estate Assessor - Departmental Performance Report**

<b>City Real Estate Assessor</b>						
The mission of the Real Estate Assessor is to annually appraise all taxable and tax exempt real estate fairly and equitably, and maintain and continually amend assessment records to reflect changes in the City's real property, in accordance with state law and city code. Provide information and assistance to the City Council, city staff, State Department of Taxation and the public, regarding the land book and individual assessments.						
<b>Objective/Performance Measure</b>	<b>Unit</b>	<b>Annual Target</b>	<b>Actual 2008</b>	<b>Actual 2009</b>	<b>Est. 2010</b>	<b>Proj. FY 2011</b>
<b>Customer</b>						
<b>Provide Accurate Assessments on an Annual Basis</b>						
Average Number of Parcels Assessed per Appraiser	#	7,881.0	6,943.0	6,162.0	6,186.0	7,405.0
Total Dept Budget per Taxable Assessed Parcels	\$	20	17	20	20	18
<b>Internal Process</b>						
<b>Minimize the Number of Appeals</b>						
Number of Appeals Processed	#	975.0	737.0	692.0	975.0	800.0

**Major Changes**

In total, the City Real Estate Assessor’s budget decreased \$307,056 or 9.8%. The reduction includes 4.05 positions.

Change	Impact
Reassessment capabilities reduced	<ul style="list-style-type: none"> <li>The number of parcels per appraiser to assess will increase</li> <li>The ratio of departmental budget to real estate revenues will decrease</li> <li>Fewer appraisers available to evaluate assessment appeals</li> </ul>

Additional information about program reductions is available in the Requested But Not Funded listing in the Resource Management Plan document.

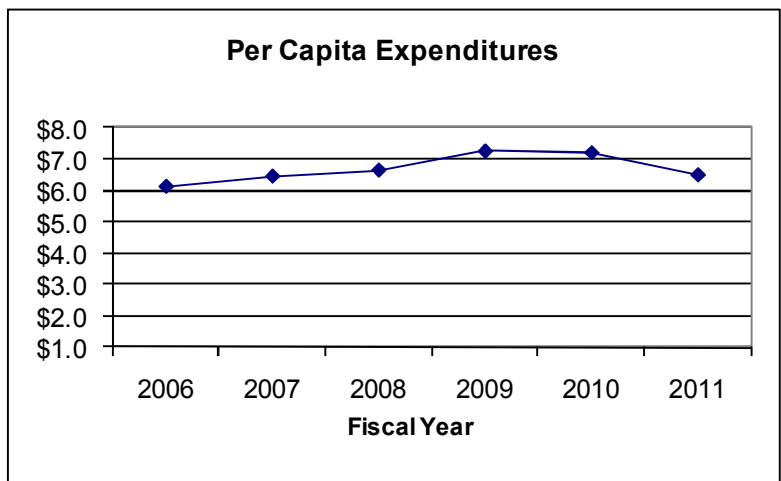
**Departmental Overview**

The services provided by the City Real Estate Assessor and Board of Equalization are:

- City Real Estate Assessor** - To accurately calculate Virginia Beach’s real estate property taxes, this office’s responsibilities include an annual inventory and appraisal of approximately 151,300 parcels. A quarterly inspection of new construction is also conducted. This includes the measurement, classification, documentation, and appraisal of newly constructed buildings. For existing buildings and properties, subdivision sales are recorded throughout the year, and the results are analyzed to determine assessment adjustments. Additional responsibilities include the administration of the Tax Relief for Senior Citizens and the Disabled Person Program.
- Board of Equalization** - The board has the power to revise, correct, and amend real estate assessments. Generally, after an initial assessment review by the Real Estate Assessor, a resident may appeal and the board reviews the request. Hearings are held annually between mid-March and mid-April. The board determines the assessment’s disposition. It is increased, decreased or affirmed.
- Both the City Council appointed Real Estate Assessor and the Circuit Court appointed Board of Equalization are fully funded by general City taxes.

**Trends and Issues**

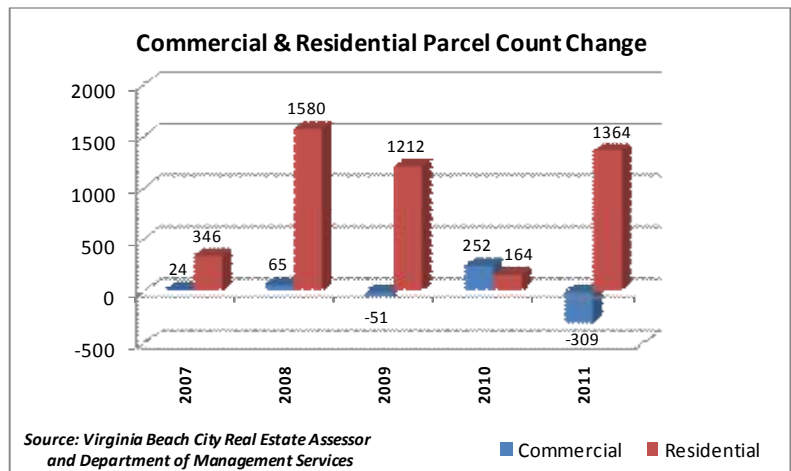
- Land use program applications are anticipated to remain flat. The number of applications is estimated to be 950.
- As the community ages, the number of tax relief program applications is forecasted to increase by 786 to 8,600 per annum.
- With assessments decreasing, the number of appeals processed is anticipated to decline by 175 to 800.
- The International Association of Assessing Officers (IAAO) Virginia Beach target for parcels per appraisers only is 7,881. With the reduction of four appraiser positions, the measurement, with estimated parcel growth, went from 6,220 to 7,405 per appraiser. This remains below the target. Ideally, the median average ratio is 3,500.



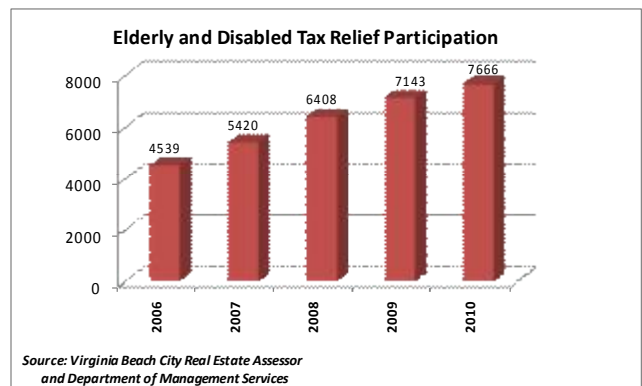
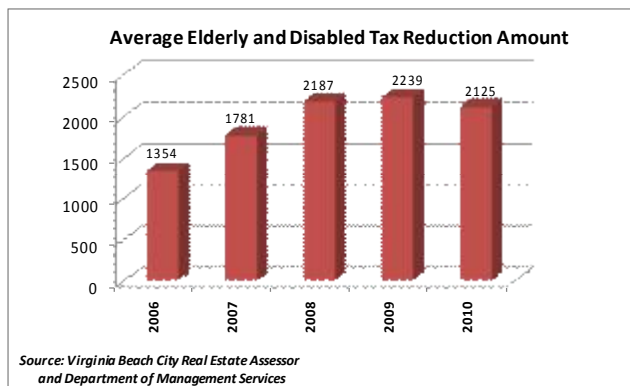
- A standard measurement to determine ample budget for assessing properties and other related functions is a ratio of the department’s budget and the real property tax revenues anticipated. The IAAO Virginia Beach target percentage of departmental budget to total real property tax revenue is 0.56%. With the budget reduced and revenues decreasing,

the measurement, including the public service corporation revenues, is 0.61%. This is a reduction of 0.03%. The ideal median is 0.93%.

- Parcel count growth, over the past six years, has primarily occurred in the residential sector. During this period, overall residential parcel counts have increased 3.3%. Business parcels have decreased 0.3%. Residential parcels grew from 140,000 to 144,000. Business parcels decreased from 7,111 to 7,092.



- A standard measurement to determine ample budget for assessing properties and other related functions is a ratio of the department's budget and the number of City parcels. The IAAO Virginia Beach target ratio of departmental budgetary funding to parcels is \$18.14. With the budget reduced, the measurement, including the estimated increase in parcels, is \$18.18. This represents a reduction of \$2.58. The ideal median is \$21.20.
- The IAAO Virginia Beach target for the number of parcels per all staff members is 4,679. With staffing reduced, the measurement, including the estimated increase in parcels, is 4,574. This represents an increase of 633 parcels per staff member. The ideal median is 2,819.
- Over the past five years, the Elderly and Disabled Tax Relief program participation has grown 69% from 4,500 to 7,600. The average reduction has grown 57% from \$1,354 to \$2,125.



**City Real Estate Assessor - Departmental Resource Summary**

	FY 2009 Actual	FY 2010 Adjusted	FY 2011 Adopted	Variance from FY 2010
<b><u>Program Summary</u></b>				
<b><u>002 General Fund</u></b>				
<u>Expenditures</u>				
Board of Equalization	9,157	19,130	16,732	(2,398)
City Real Estate Assessor	2,933,922	3,114,292	2,809,634	(304,658)
Total Expenditures	<u>2,943,079</u>	<u>3,133,422</u>	<u>2,826,366</u>	<u>(307,056)</u>
<u>Revenues</u>				
City Real Estate Assessor	200	0	0	0
Total Revenues	<u>200</u>	<u>0</u>	<u>0</u>	<u>0</u>
General City Support	2,942,879	3,133,422	2,826,366	(307,056)
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Total Department Expenditure	2,943,079	3,133,422	2,826,366	(307,056)
Total Department Revenue	200	0	0	0
Total General City Support	<u>2,942,879</u>	<u>3,133,422</u>	<u>2,826,366</u>	<u>(307,056)</u>

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**Position Summary by Program**

<b><u>002 General Fund</u></b>				
Board of Equalization	0.35	0.35	0.30	-0.05
City Real Estate Assessor	38.00	38.00	34.00	-4.00
Total	<u>38.35</u>	<u>38.35</u>	<u>34.30</u>	<u>-4.05</u>
Total Position Summary	<u>38.35</u>	<u>38.35</u>	<u>34.30</u>	<u>-4.05</u>