

Assessor Report 2025 – January

December Board of Review: The meeting was held on December 13th, with 8 petitions being approved for qualified errors. Approved forms were sent to the County and local treasurer for processing.

Veterans: Letters have been drafted and will be mailed to all known qualified Disabled Veterans, included pre-filled Form 5107, which they must submit to receive the 2025 exemption. This process has recently changed where anyone qualified and receiving the exemption in 2025 will continue to do so year after year unless they rescind the exemption or it is denied by the assessor. The new process eliminates the need for yearly application paperwork but also requires a three-year audit process – I will work with the township to establish a policy for this, later this year.

Personal Property: Forms will be mailed to all new businesses and non-exempt personal property holders by the January 10th deadline.

Land Divisions: I act as the Land Division (LD) Administrator in three townships. I received 10 LD applications in December of 2024. Three were for this township; 2 have been approved (Peters and Ogrady) and one (HOCO) will be returned as incomplete.

Ratios: County studies have been finalized and submitted to the State. Township ratios came in at 47.39% Commercial Class, 48.24% Industrial Class and 43.45% Residential Class. It is my job to keep township ratios between 49 and 50 %, meaning 2025 will need and approximate increase in property value for all classes: approximate increase of 5% Commercial, 3% Industrial, and 13% Residential.

Completing the 2025 Roll: I am fine tuning Land Values and ECFs to balance all classes of property for the 2025 roll. I will then process all splits/combinations for the 2025 roll (Katie CB does all of the background work for this and it is much appreciated!). Then I add all “new and additions” for new construction. I then audit the 2024 ownership transfers and exempt parcels. Finally, I run reports that help to identify any possible errors. I must have the roll finished to send to KCI by mid-February for Change Notices to be in mailboxes on time. The deadline for Personal Property is February 20th, so I add/adjust all forms postmarked by that date and mail change Notices for those parcels before have the official 2025 roll printed for presentation to the Township.

March BOR Meetings: Work with Township to schedule. Organizational meeting to be Tuesday (4th), following the first Monday of March. Drummond’s appeal meetings are generally Monday 9-3 and Wednesday 3-9.