

**Grant County Property Tax Administration Review Follow-up  
 Status of Work Completed  
 September 25, 2014**

NOTE: Refer to our original report issued in July 2013 for a complete explanation of each requirement.

Requirement	Topic	Work Completed on Requirement	Completed / Pending Completion	Future Follow-up?
1	Real Property Valuation	<p>The Assessor reported that this year’s inspection area has been successfully completed, though somewhat later than expected. Tracking each appraiser’s progress has been a beneficial tool in maintaining a steady pace of inspections, and completion is expected one month earlier next year. Values for uninspected parcels in the remaining five-sixths of the county have also been successfully statistically updated. Some difficulties described included the amount of parcels to be inspected, the poor quality of some previous inspections, and delays in receiving advisory appraisals. The Assessor also described ongoing difficulties regarding the data conversion from Compu-Tech to the new TerraScan database and how that has increased the time required to update a parcel. These problems have been experienced by many other counties and can be considered a normal delay for the first time through a full inspection cycle with new software. Finally, the Assessor also reports New Construction valuation will be completed by August 24, ahead of schedule.</p> <p>Attachments: summary sheets, this year’s worksheets, an updated version of “Reval 5”</p> <p>The Department has determined that the Assessor has demonstrated continuous improvement in completing their revaluation work in a more timely fashion for the past two years. While the May 31 goal has not yet been met, the continuous improvement shows a commitment in the Assessor’s office to moving towards that goal.</p>	Completed	No.

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2	Reporting to Officials	<p>The Assessor provided a work plan outlining work completed and projected dates for completing remaining reports :</p> <ul style="list-style-type: none"> <li>• The Assessor Certificate of Assessment Rolls was scheduled to be completed by August 24, 2014. The Department received the certificate September 2, 2014.</li> <li>• The New Construction Certificate was scheduled to be completed by August 24, 2014. Notices were scheduled to be mailed by September 10, 2014. The Department received the certificate September 2, 2014.</li> <li>• Personal Property Stratification to Department of Revenue was submitted July 22, 2014.</li> <li>• Sales reports and procedures will be forwarded when complete. The Chief Appraiser and Sales Analyst have focused on completing statistical updating. They will address the procedures for validation and invalidation of sales when preparing the sales study. A preliminary run of the sales report will occur prior to the final report. Last year the request for valid and invalid sales came at the end of August. The Assessor projected a completion date of September 10, 2014. The Department received the sales reports September 11, 2014.</li> </ul> <p>Attachments: Report Completion Worksheet</p>	Completed	No.