Assessor Report DI Twp

May 2nd 2023

**Completed tasks**

Regular office hours (1st & 3rd Wednesday) resumed April 1, 2023

Rolled over to 2024 working database

Resumed data entry – 69 parcels have transferred from 01/01/23 – 04/19/2023

**In-progress tasks**

ECF and LV studies for 2023 Roll to be posted to township website (filtering out confidential sales)

Compiling/drafting policies (Assessor Availability, Access to Records, Procedures for Granting Exemptions) to be adopted by Board to be compliant with PA 660: Assessing Reform

Revising Land Division Application &

Acquiring new email address to be shared amongst Assessing Staff

Auditing last fall’s New Construction progress (30 permits -22, 20 Permits ’21, 126 “Partial Construction”)

Preparing 2023 field visit list (STC recommends 20% of jurisdiction per year) and will post to website upon completion

Compiling “Tasks Calendar”

Auditing 2023/2024 Splits/Combos/Adj (KCB)

**Land Divisions**

Approved: Glasman(Botsford Isl),

Pending: Papin/Hawkins(McDonald), Stevenson (Channel Rd), Horton (Sturgeon Bay), Poel (Canoe Bay),

**MISC Info / Updates**

Assessment Roll Audit meetings in other two townships – 05/09/23

Meeting/Training with County Equalization – 06/2/2023