

# Real Estate Assessments

**Mission Statement:** The mission of Real Estate Assessments is to fairly and equitably assess all taxable real property, to educate the public about the assessment process, and to provide superior customer service to property owners.

Expenditure By Classification	FY 2011 Actual	FY 2012 Approved	FY 2013 Approved	% Change 2012-2013
Personnel	\$1,335,894	\$1,460,762	\$1,480,148	1.3%
Non-Personnel	134,218	213,707	213,740	0.0%
Capital Goods Outlay	\$0	\$0	\$0	0.0%
<b>Total Expenditures</b>	<b>\$1,470,112</b>	<b>\$1,674,469</b>	<b>\$1,693,888</b>	<b>1.2%</b>
<b>Funding Sources</b>				
Internal Services	\$0	\$0	\$0	0.0%
Special Revenue Funds	\$0	\$0	\$0	0.0%
<b>Total Designated Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
<b>Net General Fund Expenditures</b>	<b>\$1,470,112</b>	<b>\$1,674,469</b>	<b>\$1,693,888</b>	<b>1.2%</b>
<b>Total Department FTE's</b>	<b>14.0</b>	<b>15.0</b>	<b>14.0</b>	<b>-6.7%</b>

## Highlights

- In FY 2013 General Fund budget increases by \$19,419 or 1.2%.
- FY 2013 personnel costs increases by \$19,386 or 1.3%. The increase is due to employee step adjustments, increased benefit costs and the 1% increase in the General Government pay scale to offset the 1% shift in the VRS contribution rate from the employer to the employee. The increase is offset by the reduction of one vacant full time real estate appraiser position (\$75,529).
- There is no significant change in non-personnel.
- Funding from prior year savings is being provided in FY 2013 for a one-time data quality study. The study will evaluate the quality of the current data and assist in the identification of new strategies to improve the city's property database at no cost to the FY 2013 operating budget.

# Real Estate Assessments

## Program Level Summary Information

### Expenditure Summary

Expenditure By Program	FY 2011 Actual	FY 2012 Approved	FY 2013 Approved	% Change 2012-2013
Real Estate Services	\$1,470,112	\$1,674,469	\$1,693,888	1.2%
<b>Total</b>	<b>\$1,470,112</b>	<b>\$1,674,469</b>	<b>\$1,693,888</b>	<b>1.2%</b>

### Staffing Summary

Authorized Positions (FTE's) by Program	FY 2011 Actual	FY 2012 Approved	FY 2013 Approved	% Change 2012-2013
Real Estate Services	14.0	15.0	14.0	-7.0%
<b>Total</b>	<b>14.0</b>	<b>15.0</b>	<b>14.0</b>	<b>-7.0%</b>

### Real Estate Assessments Programs and Activities

Real Estate Assessment  
 Property Record Management  
 Assessment Appeals  
 Property Valuation

### Dept Info

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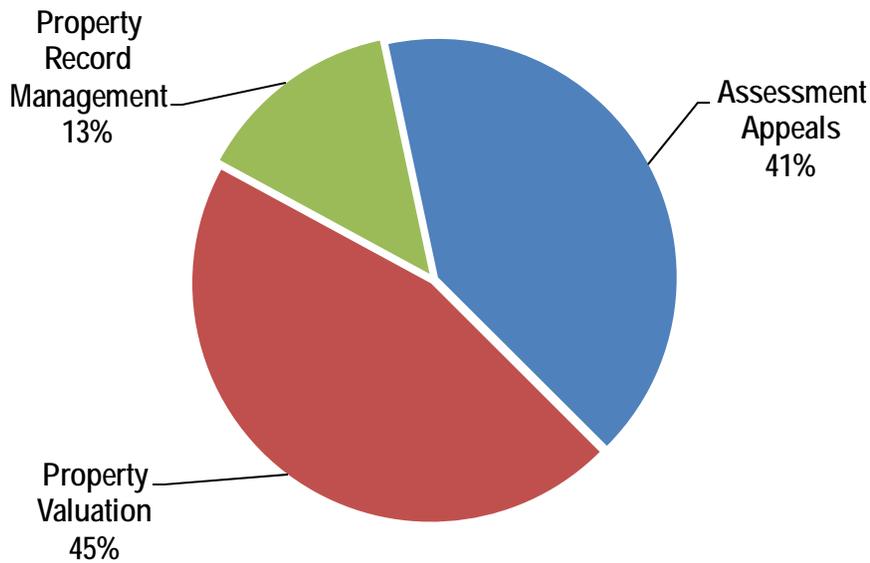
# Real Estate Assessments

## Selected Performance Measures

Selected Performance Measures	FY 2011 Actual	FY 2012 Approved*	FY 2013 Approved
% of deeds and transfers entered within 30 days	100%	100%	100%
% change in value due to BOE adjustments compared to tax base	0.3%	0.2%	0.1%
% of tax adjustments submitted to Treasury within 14 days	100.0%	100.0%	100.0%

\*Data for FY 2011, FY 2012, and FY 2013 are based on calendar year data for 2010, 2011, and 2012 respectively.

## FY 2013 Approved Expenditures by Program



# Real Estate Assessments

The goal of the Real Estate Assessments program is to efficiently grow and manage the City's tax base in a manner that minimizes assessment challenges, maximizes transparency, and increases the public's understanding of the process.

Program Totals	FY 2011 Actual	FY 2012 Approved	FY 2013 Approved
% of All Funds Budget	100.0%	100.0%	100.0%
Total Expenditures	\$1,470,112	\$1,674,469	\$1,693,888
Less Revenues	0	0	0
Net General Fund Expenditures	\$1,470,112	\$1,674,469	\$1,693,888
<b>Program Outcomes</b>			

## Activity Data

PROPERTY RECORD MANAGEMENT – The goal of Property Record Management is to maintain current and up to date information on property ownership and sales to ensure the correct property is assessed accurately.	FY 2011 Actual	FY 2012 Approved	FY 2013 Approved
Expenditures	\$193,838	\$220,783	\$232,856
FTE's	2.1	2.1	2.1
% of deeds and transfers entered within 30 days	100%	100%	100%
# of parcel transfers*	1,983	3,561	3,500
% of tax adjustments submitted to Treasury within 14 days	100%	100%	100%

\*Data for FY 2011, FY 2012, and FY 2013 are based on calendar year data for 2010, 2011, and 2012

ASSESSMENT APPEALS – The goal of Assessment Appeals is to expeditiously resolve all departmental Request for Review prior to the June 1 deadline for taxpayers to file an Assessment Appeal with the Board of Equalization. The goal at the Appeal stage is to vigorously defend the assessments. We hope to reduce the number of Appeals by encouraging property owners to resolve valuation disputes at the departmental Review stage.			
Expenditures	\$574,760	\$654,656	\$691,443
FTE's	5.7	6.2	5.7
Number of Reviews	332	292	300
Number of Appeals	229	208	200
% change in value due to BOE adjustments compared to tax base	0.3%	0.2%	0.1%

\*Data for FY 2011, FY 2012, and FY 2013 are based on calendar year data for 2010, 2011, and 2012 respectively.

PROPERTY VALUATION – The goal of Property Valuation is to assess all real property within the boundaries of the City of Alexandria at 100% of fair market value as of January 1 in a uniform and equitable manner to ensure accurate taxation of real property.			
Expenditures	\$701,514	\$799,030	\$769,589
FTE's	6.2	6.7	6.2
\$ change in annual assessments*	\$812,685,996	\$1,150,746,287	\$850,000,000
Parcels per employee	3,195	3,212	3,205
\$ of Assessed Value per employee	2,209,705,422	2,270,514,663	2,353,877,798

\*Data for FY 2011, FY 2012, and FY 2013 are based on calendar year data for 2010, 2011, and 2012 respectively.

# Real Estate Assessments

## Summary of Budget Changes

### Supplemental Funding

Activity	Adjustment	FY 2013 Approved
<b>Property Valuation</b>	<i>Data Quality Study</i>	<b>0.0</b>
		<b>\$0</b>
<p>Funding from prior year savings is being provided for a one-time study to improve the quality of the City's real estate assessment information at no cost to the FY 2013 operating budget.</p>		

### Expenditure Reductions

Activity	Expenditure Reduction	FTE's	FY 2013 Approved
<b>Assessment Administration</b>	<i>Personnel Reduction - Appraisal Supervisor</i>	<b>-1.00</b>	<b>(\$75,529)</b>
<p>This reduction will eliminate the currently vacant Appraisal Supervisor position. This Appraiser Supervisor would act as the head appraisal statistician and manage the Computer Assisted Mass Appraisal operations.</p>			