

Real Estate Assessments

Mission Statement: The mission of Real Estate Assessments is legally and equitably to assess all taxable and non-taxable real property, provide quality customer service and maintain community understanding of the process.

Expenditure By Classification	FY 2010 Actuals	FY 2011 Approved	FY 2012 Approved	% Change 2011-2012
Personnel	\$1,281,760	\$1,455,760	\$1,460,762	0.3%
Non-Personnel	185,635	209,463	213,707	2.0%
Capital Goods Outlay	\$0	\$0	\$0	-
Total Expenditures	\$1,467,395	\$1,665,223	\$1,674,469	0.6%
Funding Sources				
Internal Services	\$0	\$0	\$0	0.0%
Special Revenue Funds	\$0	\$0	\$0	0.0%
Total Designated Funding Sources	\$0	\$0	\$0	0.0%
Net General Fund Expenditures	\$1,467,395	\$1,665,223	\$1,674,469	0.6%
Total Department FTE's	14.0	15.0	15.0	0.0%

Highlights

- In FY 2012, the Approved General Fund budget increases by \$9,246, or 0.6%.
- FY 2012 personnel costs increased by \$5,002, or 0.3%. There are considerable savings in the budget estimate for the new director position related to changes in the employee retirement contribution rates for new employees. Also, salary costs for current staff are lower before calculating the offsetting increased costs related to merit step increases and benefit cost increases.
- Total non-personnel costs increase by \$4,244, or 2.0%, due to the reallocation of telecommunications systems costs from the ITS Department to user departments.

Selected Performance Measures

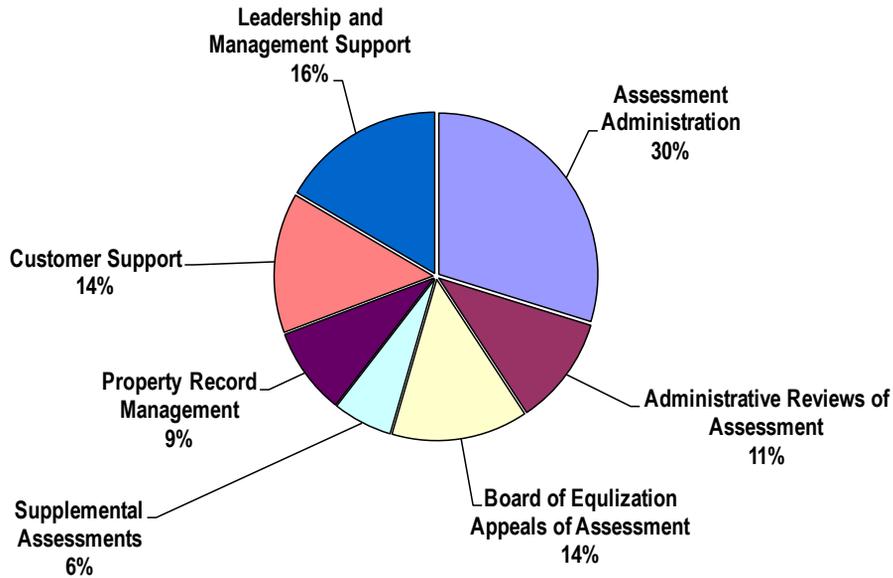
Selected Performance Measures	FY 2010 Actual*	FY 2011 Approved*	FY 2012 Approved*
% of deeds and transfers entered within 30 days	100%	100%	100%
% change in value due to BOE adjustments compared to tax base	0.2%	0.3%	0.2%
Assessment/Sales Ratio**	99.0%	98.5%	97.0%
Coefficient of Dispersion***	7.8%	7.0%	8.0%

*Data for FY 2010, FY 2011, and FY 2012 are based on calendar year data for 2009, 2010, and 2011 respectively.

** Assessment data is sent to the State Department of Taxation in July to ensure accuracy and uniformity and available for reporting at the end of the calendar years 2009 and 2010 respectively. FY 2010 actual data reflects calendar year 2009 results.

***A coefficient of dispersion is a ratio used to measure how sales prices vary from assessed values during a period of time.

FY 2012 Approved Expenditures by Activity



Real Estate Assessments

Program Level Summary Information

Expenditure Summary

Expenditure By Program	FY 2010 Actuals	FY 2011 Approved	FY 2012 Approved	% Change 2011-2012
Real Estate Assessment	\$898,995	\$1,030,582	\$1,014,459	-1.6%
Property Data Services	\$568,400	\$634,641	\$660,010	4.0%
Total	\$1,467,395	\$1,665,223	\$1,674,469	0.6%

Staffing Summary

Authorized Positions (FTE's) by Program	FY 2010 Actuals	FY 2011 Approved	FY 2012 Approved	% Change 2011-2012
Real Estate Assessment	8.0	9.0	8.9	-0.9%
Property Data Services	6.0	6.0	6.1	1.8%
Total	14.0	15.0	15.0	0.0%

Real Estate Assessments Programs and Activities

Dept Info

Real Estate Assessment

- Assessment Administration
- Administrative Reviews of Assessments
- Board of Equalization
- Appeals of Assessment
- Supplemental Assessments

Property Data Services

- Property Record Management
- Customer Support
- Leadership and Management Support

Department Contact Info

703.746.4646
www.alexandriava.gov/realestate

Department Head

Ted Jankowski, Director
ted.jankowski@alexandriava.gov

Department Staff

Jeff Bandy, Division Chief
 Ann Radford, Office Manager

Real Estate Assessments

Real Estate Assessments Program

The goal of Real Estate Assessments is to assess all real property within the boundaries of the City of Alexandria at 100% of fair market value pursuant to the Code of Virginia in a uniform and equitable manner to ensure the tax burden is shared fairly by each taxpayer.

	FY 2010 Actual	FY 2011 Approved	FY 2012 Approved
Program Totals			
% of All Funds Budget	61.3%	61.9%	60.6%
Total Expenditures	\$898,995	\$1,030,582	\$1,014,459
Less Revenues	0	0	0
Net General Fund Expenditures	\$898,995	\$1,030,582	\$1,014,459
Program Outcomes			
Assessment/Sales ratio*	99.0%	98.5%	97.0%
Coefficient of Dispersion*	7.8%	7.0%	8.0%

*Assessment data is sent to the State Department of Taxation in July to ensure accuracy and uniformity and available for reporting at the end of calendar years 2010 and 2011 respectively. A coefficient of dispersion is a ratio used to measure how sales prices vary from assessed values during a period of time.

Activity Data

ASSESSMENT ADMINISTRATION – The goal of Assessment Administration 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.	FY 2010 Actual	FY 2011 Approved	FY 2012 Approved
Expenditures	\$440,318	\$453,312	\$497,835
FTE's	3.8	3.8	4.2
# of parcels assessed	44,974	45,500	46,000
Cost per parcel assessed	\$9.79	\$9.96	\$10.82
Parcels assessed per appraiser (FTE)	5,622	6,500	5,111
Review rate per 1000 parcels	7.4	22.0	19.6
Appeal rate per 1000 parcels	5.1	17.6	14.8

ADMINISTRATIVE REVIEWS OF ASSESSMENTS – The goal of Administrative Reviews of Assessments is to handle requests by property owners for the purposes of ensuring that the department has accurately and uniformly assessed an individual property.			
Expenditures	\$169,350	\$214,088	\$183,380
FTE's	1.6	2.1	1.8
# of requests for reviews filed with Department	331	1,000	900
Cost per review	\$512	\$214	\$204
% change in value due to administrative adjustments compared to tax base	0.1%	0.4%	0.1%

*Assessment figures for FY 2010, FY 2011, and FY 2012 are based on calendar year data for 2009, 2010, and 2011.

Real Estate Assessments

Real Estate Assessments Program, continued

Activity Data

BOARD OF EQUALIZATION APPEALS OF ASSESSMENT – The goal of Board of Equalization (BOE) Appeals of Assessment is to hear and give consideration to appeals and make adjustments to equalize such assessments so the burden of taxation rests equally upon all citizens.	FY 2010 Actual	FY 2011 Approved	FY 2012 Approved
Expenditures	\$197,535	\$270,427	\$232,080
FTE's	1.6	2.1	1.8
# of appeals to BOE heard	229	800	680
Cost per appeal	\$863	\$338	\$341
% change in value due to BOE adjustments compared to tax base	0.2%	0.3%	0.2%
SUPPLEMENTAL ASSESSMENTS – The goal of Supplemental Assessments is to review the progress of building activity and update assessments so that all buildings substantially completed and/or fit for use and occupancy will be assessed appropriately and timely.			
Expenditures	\$91,792	\$92,755	\$101,164
FTE's	1.0	1.0	1.1
# of parcels receiving supplemental assessments	72	200	200
# of parcels per appraiser receiving supplemental assessments	9	25	25
\$ value of supplemental assessments (in millions)	\$37.3	\$30.0	\$75.0

*Assessment figures for FY 2010, FY 2011, and FY 2012 are based on calendar year data for 2009, 2010, and 2011.

Real Estate Assessments

Property Data Services Program

The goal of Property Data Services is to collect and maintain reliable real property information in order to maintain the foundation for a property assessment system that is highly accurate, visible and understandable to the community.

Program Totals	FY 2010 Actual	FY 2011 Approved	FY 2012 Approved
% of All Funds Budget	38.7%	38.1%	39.4%
Total Expenditures	\$568,400	\$634,641	\$660,010
Less Revenues	0	0	0
Net General Fund Expenditures	\$568,400	\$634,641	\$660,010
Program Outcomes			
% increase in web site hits annually ¹	N/A	5.0%	5.0%

¹ E-gov is using a new measurement tool to derive web hits and comparisons between fiscal years is irrelevant in FY 2012

Activity Data

LEADERSHIP & MANAGEMENT SUPPORT – The goal of Leadership and Management Support is to lead and manage all activities of the department.	FY 2010 Actual	FY 2011 Approved	FY 2012 Approved
Expenditures	\$238,126	\$270,901	\$278,649
FTE's	2.1	2.1	2.1
# of departmental FTE's managed (or supported)	14.0	15.0	15.0
\$ amount of departmental budget managed (in millions)	\$1.5	\$1.7	\$1.7
Leadership & Management Support Services cost as a % of total departmental expenditures	16.2%	16.3%	16.6%
% of departmental effectiveness targets met in all programs	95%	93%	95%

*Data for FY 2010, FY 2011, and FY 2012 are based on calendar year data for 2009, 2010, and 2011 respectively.

PROPERTY RECORD MANAGEMENT – The goal of Property Record Management is to maintain current and up to date information on property descriptions, ownership and sales to ensure accurate assessment of real property.			
Expenditures	\$135,071	\$137,388	\$146,172
FTE's	1.6	1.6	1.6
# of parcel transfers	3,510	3,648	3,750
\$ of change in annual assessments*	-\$2,559,897,183	\$812,969,000	\$891,042,000
% of deeds and transfers entered within 30 days	100%	100%	100%

* Reflects the change from CY 2009 to CY 2010, CY 2010 to CY 2011 and the projected change from CY 2011 to CY 2012

CUSTOMER SUPPORT – The goal of Customer Support is to provide timely and accurate information on property descriptions, ownership, sales and assessments in response to requests from the public and meet the real property information needs of City departments.			
Expenditures	\$195,203	\$226,352	\$235,189
FTE's	2.3	2.3	2.4
# web site hits ¹	6,023,283	13,508,656	6,325,000
Customer support cost per 100 parcels	\$434	\$497	\$511
% of tax adjustments submitted to Treasury within 14 days	98%	98%	98%
% of public requests filled within 14 days	95%	95%	95%

¹ E-gov is using a new measurement tool to derive web hits and comparisons between fiscal years is irrelevant in FY 2012