

County Appraiser's Office

Mission: *To fairly and accurately discover, list, and value all tangible taxable property within Sedgwick County; meet all statutory requirements; maintain in-house training; attain current information to ensure accuracy; provide information to all who come in contact with our office in a courteous, professional manner and educate the public and private sectors relative to the appraisal process.*

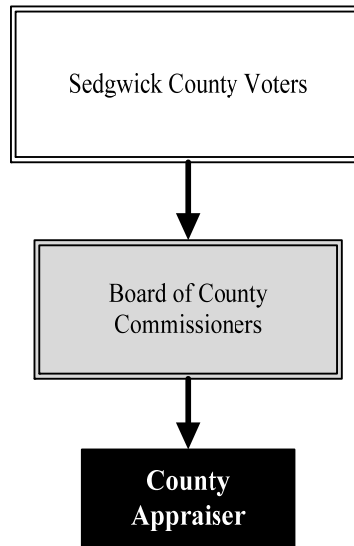
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Sedgwick County Appraiser

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Overview

The Appraiser's Office is required by law to annually appraise all tangible, taxable property by January 1 each year. In Sedgwick County, this means the Appraiser's Office determines value for 219,822 residential, agricultural, multi-family, commercial, and industrial parcels, as well as 37,550 personal property accounts. In addition to appraising property, the Office must apply classification rates and determine the eligibility of certain religious, charitable, educational, and municipal property tax exemptions. The Appraiser's Office maintains an extensive property information system as the basis for appraised valuations and property ownership tracking. The Office continues to advance in computer and other technologies to ensure better service and fair equal appraisals of property in the County.



Strategic Goals:

- *Develop and maintain positive, cohesive relationships that promote a positive image*
- *Provide government services to citizens at a convenient location outside the main courthouse*
- *Be a model of appraisal excellence with a reputation for delivering equitable, accurate, and understandable appraisals that meet statutory requirements*

Highlights

- In 2014, the Sedgwick County Appraiser's Office was recognized by the Kansas Department of Revenue, Property Valuation Division for achieving Substantial Compliance
- Fifteen Appraiser's Office employees have professional development designations from the International Association of Assessing Officers and the Kansas Department of Revenue's Property Valuation Division



Accomplishments and Priorities

Accomplishments

In 2015, the State of Kansas Division of Property Valuation approved Sedgwick County's request to use an alternative form of property valuation notification. The Sedgwick County Appraiser's Office requested the change in an effort to save approximately \$68,800 by not mailing valuation notices to owners of properties that did not experience a change in value or classification from 2014 to 2015.

In 2014, the State of Kansas Division of Property Valuation commended the Sedgwick County Appraiser's Office for successfully achieving substantial compliance.

Priorities

Priorities of the Sedgwick County Appraiser's Office are to continue working toward fulfillment of its mission, which includes 1) fair and accurate discovery, listing, and valuation of all tangible taxable property within Sedgwick County; 2) meeting all statutory requirements of the office; 3) providing information to all who come in contact with the office in a courteous, professional manner and educating the public and private sectors relative to the appraisal process; 4) maintaining in-house training; and 5) acquiring current information to ensure accuracy.



Significant Budget Adjustments

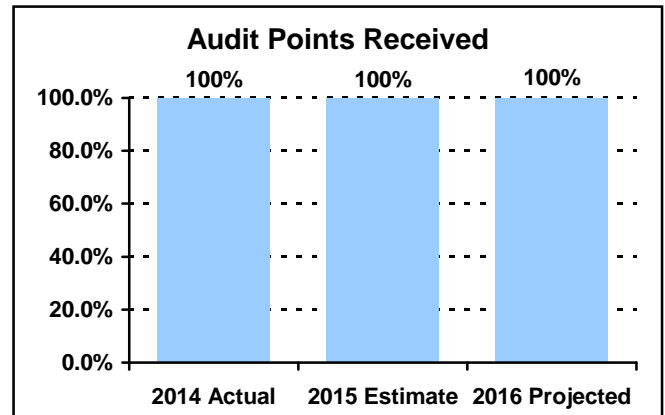
There are no significant adjustments to the County Appraiser's 2016 budget.

PERFORMANCE MEASURE HIGHLIGHTS

The following chart illustrates the Key Performance Indicator (KPI) of the Sedgwick County Appraiser’s Office.

Successfully Achieve the Points Required by the Annual Substantial Compliance Audit by the Kansas Department of Revenue -

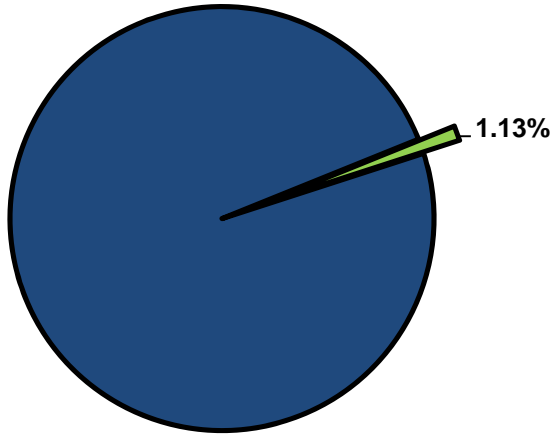
- Measure of the percent of points received from the Annual Substantial Compliance Audit by the Kansas Department of Revenue. When the level and uniformity of Sedgwick County’s appraised values are in compliance, the burden of taxation is distributed equitably for property owners in Sedgwick County.



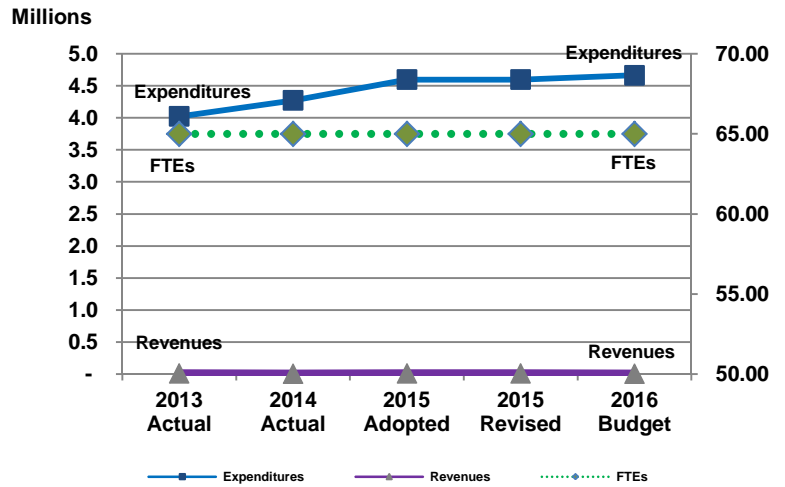
Department Performance Measures	2014 Actual	2015 Est.	2016 Proj.
Goal: To be a model of appraisal excellence with a reputation for delivering equitable, accurate and understandable appraisals that meet statutory requirements			
Successfully achieve the points required by the Annual Substantial Compliance Audit by the Kansas Department of Revenue (KPI)	100%	100%	100%
Cost per \$1,000 of assessed value	\$0.98	\$1.04	\$1.01
Maintain a ratio of the number of informal appeals to the number of parcels within 5 percent or less	1%	2%	1%

Departmental Graphical Summary

County Appraiser
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amount Chg '15 Rev.-'16	% Chg '15 Rev.-'16
Expenditures							
Personnel	3,526,068	3,796,478	4,044,725	4,044,725	4,111,487	66,763	1.65%
Contractual Services	400,584	415,520	462,572	461,462	462,371	909	0.20%
Debt Service	-	-	-	-	-	-	-
Commodities	97,326	61,491	91,122	92,232	90,968	(1,264)	-1.37%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-
Total Expenditures	4,023,979	4,273,489	4,598,418	4,598,418	4,664,826	66,408	1.44%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
All Other Revenue	3,960	3,364	4,176	4,176	3,569	(607)	-14.53%
Total Revenues	3,960	3,364	4,176	4,176	3,569	(607)	-14.53%
Full-Time Equivalents (FTEs)							
Property Tax Funded	65.00	65.00	65.00	65.00	65.00	-	0.00%
Non-Property Tax Funded	-	-	-	-	-	-	-
Total FTEs	65.00	65.00	65.00	65.00	65.00	-	0.00%

Budget Summary by Fund

Fund	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amount Chg '15 Rev.-'16	% Chg '15 Rev.-'16
General Fund	4,023,979	4,273,489	4,598,418	4,598,418	4,664,826	66,408	1.44%
Total Expenditures	4,023,979	4,273,489	4,598,418	4,598,418	4,664,826	66,408	1.44%

Significant Budget Adjustments from Prior Year Revised Budget

Expenditures Revenues FTEs

Total - - -

Budget Summary by Program

Program	Fund	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	% Chg '15 Rev.-'16	2016 FTEs
Administration	110	623,212	603,001	683,303	683,303	684,487	0.17%	3.00
Commercial	110	855,564	875,629	957,281	957,281	969,730	1.30%	13.00
Residential & Agriculture	110	894,221	1,034,137	1,069,307	1,069,307	1,150,856	7.63%	18.00
Special Use Property	110	725,781	757,375	840,034	840,034	783,295	-6.75%	12.00
Support Staff	110	925,201	1,003,347	1,048,493	1,048,493	1,076,457	2.67%	19.00
Total		4,023,979	4,273,489	4,598,418	4,598,418	4,664,826	1.44%	65.00

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2015 Adopted	2015 Revised	2016 Budget	2015 Adopted	2015 Revised	2016 Budget
County Appraiser	110	GRADE139	110,896	113,655	113,655	1.00	1.00	1.00
Senior Administrative Project Manager	110	GRADE133	73,983	76,060	76,060	1.00	1.00	1.00
Administrative Manager	110	GRADE132	135,192	138,990	138,990	2.00	2.00	2.00
Assistant Chief Deputy Appraiser	110	GRADE132	69,400	71,336	71,336	1.00	1.00	1.00
Commercial COTA Specialist	110	GRADE129	60,756	55,550	55,550	1.00	1.00	1.00
Appraisal Modeler II	110	GRADE127	87,576	91,530	91,530	2.00	2.00	2.00
Department Application Manager	110	GRADE127	42,121	46,803	46,803	1.00	1.00	1.00
Senior Administrative Officer	110	GRADE127	207,213	214,085	214,085	4.00	4.00	4.00
Senior Commercial Appraiser	110	GRADE127	110,825	113,390	113,390	2.00	2.00	2.00
Commercial Land Analyst	110	GRADE126	36,776	41,299	41,299	1.00	1.00	1.00
Management Analyst I	110	GRADE126	130,936	127,270	127,270	3.00	3.00	3.00
Senior Land Analyst	110	GRADE126	38,034	43,355	43,355	1.00	1.00	1.00
Senior Residential Appraiser	110	GRADE126	190,937	181,575	181,575	4.00	4.00	4.00
Administrative Officer	110	GRADE124	187,488	181,898	181,898	4.00	4.00	4.00
Commercial Appraiser	110	GRADE124	172,274	185,813	185,813	5.00	5.00	5.00
Residential Appraiser	110	GRADE123	315,453	322,256	322,256	9.00	9.00	9.00
Senior Personal Property Appraiser	110	GRADE123	92,191	94,752	94,752	2.00	2.00	2.00
Personal Property Appraiser	110	GRADE121	93,990	96,482	96,482	3.00	3.00	3.00
Appraisal Support Specialist	110	GRADE120	458,665	466,099	466,099	15.00	15.00	15.00
Problem Resolution Specialist	110	GRADE120	128,260	130,308	130,308	3.00	3.00	3.00
Subtotal					2,792,505			
Add:								
Budgeted Personnel Savings					(50,852)			
Compensation Adjustments					64,240			
Overtime/On Call/Holiday Pay					5,373			
Benefits					1,300,220			
Total Personnel Budget					4,111,487	65.00	65.00	65.00

• Administration

Administration provides general management services to all divisions within the Appraiser’s Office including: human resource management, inventory, budget development and oversight, technology planning, office communication, public relations as well as education and professional development. Administration also serves as liaison to other County departments, professional organizations and different levels of state government.

Fund(s): County General Fund 110

Expenditures	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amnt. Chg. '15 - '16	% Chg. '15 - '16
Personnel	256,271	262,412	288,004	288,004	288,552	549	0.2%
Contractual Services	271,894	279,192	304,331	304,331	304,967	636	0.2%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	95,047	61,397	90,968	90,968	90,968	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	623,212	603,001	683,303	683,303	684,487	1,185	0.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	3,880	3,364	4,084	4,084	3,569	(515)	-12.6%
Total Revenues	3,880	3,364	4,084	4,084	3,569	(515)	-12.6%
Full-Time Equivalents (FTEs)	3.00	3.00	3.00	3.00	3.00	-	0.0%

• Commercial

Commercial Real Estate is responsible for discovery, listing and valuation of all commercial real property parcels in Sedgwick County. This is accomplished through the use of properly applied mass appraisal techniques for commercial properties in accordance with the State of Kansas statutes and the Kansas Department of Revenue Property Valuation Division directives and guidelines. This division is also responsible for the review of values through the appeal processes.

Fund(s): County General Fund 110

Expenditures	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amnt. Chg. '15 - '16	% Chg. '15 - '16
Personnel	800,511	822,199	881,316	881,316	898,317	17,002	1.9%
Contractual Services	55,053	53,430	75,851	75,441	71,413	(4,028)	-5.3%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	114	524	-	(524)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	855,564	875,629	957,281	957,281	969,730	12,450	1.3%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	11	11	-	(11)	-100.0%
Total Revenues	-	-	11	11	-	(11)	-100.0%
Full-Time Equivalents (FTEs)	13.00	13.00	13.00	13.00	13.00	-	0.0%

• Residential and Agriculture

Residential and Agricultural Real Estate is responsible for discovery, listing and valuation of all residential/agricultural real property parcels in Sedgwick County. This is accomplished through the use of properly applied mass appraisal techniques for residential and agricultural properties in accordance with the State of Kansas statutes and the Kansas Department of Revenue Property Valuation Division directives and guidelines. This division is also responsible for the review of values through the appeal processes.

Fund(s): County General Fund 110							
Expenditures	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amnt. Chg. '15 - '16	% Chg. '15 - '16
Personnel	846,959	983,631	1,019,329	1,019,329	1,096,250	76,921	7.5%
Contractual Services	47,262	50,507	49,978	49,278	54,606	5,328	10.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	-	-	-	700	-	(700)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	894,221	1,034,137	1,069,307	1,069,307	1,150,856	81,549	7.6%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	60	-	60	60	-	(60)	-100.0%
Total Revenues	60	-	60	60	-	(60)	-100.0%
Full-Time Equivalents (FTEs)	17.00	17.00	17.00	17.00	18.00	1.00	5.9%

• Special Use Property

The Special Use Property Division is responsible for discovery, listing and valuation of all business and individual personal property in Sedgwick County in accordance with the State of Kansas statutes and the Kansas Department of Revenue Property Valuation Division directives and guidelines. This division is responsible for the review of values through the appeal processes. In addition, the Special Use Property Division is responsible for Information & Assistance. Information & Assistance provides accurate, general information and technical assistance in a timely, professional, and courteous manner to the public regarding all aspects of the property tax system. The division is responsible for processing all exemption applications. The Special Use Property Division works closely with the Kansas Board of Tax Appeals (BOTA) regarding hearings, tax grievances and exemptions.

Fund(s): County General Fund 110							
Expenditures	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amnt. Chg. '15 - '16	% Chg. '15 - '16
Personnel	708,761	738,359	820,591	820,591	761,451	(59,140)	-7.2%
Contractual Services	14,791	18,921	19,403	19,403	21,844	2,441	12.6%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	2,229	94	40	40	-	(40)	-100.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	725,781	757,375	840,034	840,034	783,295	(56,739)	-6.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	-	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	13.00	13.00	13.00	13.00	12.00	(1.00)	-7.7%

• Support Staff

Appraisal Support is responsible for providing support to the Commercial, Residential and Agricultural Real Property Divisions as well as the Personal Property Division. Support includes record imaging, record maintenance, map maintenance, logging and tracking of field processes, quality control of appraisal data, and fulfillment of data requests from external customers.

Fund(s): County General Fund 110

Expenditures	2013 Actual	2014 Actual	2015 Adopted	2015 Revised	2016 Budget	Amnt. Chg. '15 - '16	% Chg. '15 - '16
Personnel	913,566	989,877	1,035,484	1,035,484	1,066,916	31,432	3.0%
Contractual Services	11,585	13,470	13,009	13,009	9,541	(3,468)	-26.7%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	51	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	925,201	1,003,347	1,048,493	1,048,493	1,076,457	27,964	2.7%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	20	-	21	21	-	(21)	-100.0%
Total Revenues	20	-	21	21	-	(21)	-100.0%
Full-Time Equivalent (FTEs)	19.00	19.00	19.00	19.00	19.00	-	0.0%