

**TOWN OF STRATFORD
ADOPTED OPERATING BUDGET
FISCAL YEAR 2009**

**01 - GENERAL FUND
304 - TAX ASSESSMENT**

ORG	OBJ	DEPT/DESCRIPTION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 MAYOR PROPOSED	FY 2009 TOWN COUNCIL APPROVED	PERCENT CHANGE
TAX ASSESSMENT									
01304	6003	Payroll - Regular	\$ 298,495	\$ 322,604	\$ 302,408	\$ 348,787	\$ 377,228	\$ 377,228	8.15%
01304	6004	Payroll - Part Time	\$ 11,339	\$ -	\$ -	\$ 7,100	\$ 7,100	\$ 7,100	0.00%
01304	6020	Payroll - Overtime	\$ 9,611	\$ 2,299	\$ 16,073	\$ 4,500	\$ 3,600	\$ 3,600	-20.00%
01304	6061	Education	\$ 2,925	\$ 2,785	\$ 5,268	\$ 3,000	\$ 5,000	\$ 3,500	16.67%
01304	6102	Printing & Stationery	\$ 3,998	\$ 5,717	\$ 5,902	\$ 5,500	\$ 6,000	\$ 5,880	6.91%
01304	6157	Gas & Oil	\$ 880	\$ 927	\$ 713	\$ 900	\$ 1,035	\$ 1,014	12.67%
01304	6302	Equipment Service	\$ 518	\$ 371	\$ 329	\$ 1,000	\$ 1,000	\$ 1,000	0.00%
01304	6309	Auto Maintenance	\$ 415	\$ 100	\$ 585	\$ 300	\$ 1,000	\$ 980	226.67%
01304	6382	Audit Fees	\$ 100,000	\$ 50,000	\$ 19,634	\$ 20,000	\$ 20,000	\$ 20,000	0.00%
01304	6499	Contractual Services	\$ -	\$ 9,692	\$ 43,083	\$ 42,000	\$ 30,000	\$ 29,400	-30.00%
			\$ 428,181	\$ 394,495	\$ 393,996	\$ 433,087	\$ 451,963	\$ 449,702	3.84%



PROGRAM DESCRIPTION

The Tax Assessor's Office is responsible for the discovery, listing, valuation and equalization of all properties in the Town of Stratford. This office is also responsible for the maintenance of assessment records and the annual calculation of the taxable Grand List.

Personnel	FY 05 Approved	FY 06 Approved	FY 07 Approved	FY 08 Approved	FY 09 Mayor Proposed	FY 09 Council Approved
Positions	6.5	6.0	6.0	6.0	6.0	6.0

BASIC BUDGET LINE ITEM JUSTIFICATION

<u>Department</u>	<u>Finance Tax Assessment</u>	<u>2009 Adopted Budget</u>
304-6003	Payroll - Regular	\$ 377,228

The Tax Assessor's Office is proposing hiring two new property field assessors [\$62,500] to restructure the roles and responsibilities to address the field inspection needs of the department. There will be the same number of Council approved positions in the Tax Assessor's Office as in FY 08.

304-6020	Payroll - Overtime	\$ 3,600
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Provides for compensation for anticipated overtime in connection with records maintenance and the facilitation of the elderly exemption programs.

304-6061	Education	\$ 3,500
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Professional association memberships and educational courses for the Assessor and related staff professional development.

304-6102	Printing and Stationery	\$ 5,880
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Provides funds for office supplies, printing and binding of the Grand List.



304-6382 Personal Property Audit \$ 20,000

This account provides funding for the professional audit of businesses for the purpose of insuring accurate personal property declarations. Funding will provide for forty (40) audits.

304-6499 Contractual Services \$ 29,400

This account provides funding for software maintenance for Vision Appraisal and Quality Data.

SIGNIFICANT CHANGES AND COMMENTARY

In FY 2009, the Town of Stratford must conduct a physical revaluation of all residential and commercial property and personal property. In addition, with the leasing of new commercial square footage, opening of new businesses in Town and rise in residential and commercial property transfers, it remains an important objective for the Tax Assessor office to reorganize to meet its primary goal of recording all real and personal property declarations on the taxable Grand List each year. This reorganization expands our field presence by hiring two property appraisers to conduct field inspections.

