
3. Personal Property-administer annual filings of all personal property schedules.
4. Permissive Exemptions: Administer annual filings of applications for new or continued filings for exempt use, review and make recommendations to the county board.
5. Homestead Exemptions-Administer the annual filings of applications of homesteads, notify taxpayers and assist taxpayers with the paperwork.
6. Centrally Assessed-Review valuations as certified by PAD for public service entities, establish assessment records and tax billing for tax list.
7. Tax District and Tax Rates-Manage school district and other tax entity boundary changes as necessary for correct assessment and tax information; input/review of tax rates used for tax billing process.
8. Tax Lists-prepare and certify tax lists to county treasurer for real, personal and centrally assessed properties.
9. Tax List Corrections-prepare tax list correction documents for county board approval.
10. County Board of Equalization-attend board of equalization meetings for valuation protests; assemble and provide information.
11. Education-Attend meetings, workshops and educational classes to obtain required hours of continuing education to maintain certification.

Conclusion

I used Lake Mac Assessment to help with Arthur County's pick-up work and physical review of Arthur County. I have no office help at this time so it is difficult for me to get out in the field for any length of time.

Respectfully Submitted:

Becky Swanson

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Arthur Co. Assessor

06/14/2024