MEMORANDUM

Date: May 10, 2021

To: Budget Committee

From: Assessor's office, Dale Peterson and Lisa Manning

RE: New appraiser trainee positions.

Summary: Hire two new Real Property Appraiser Trainees as workload increases and in anticipation of licensed/certified appraisers retiring over the next year or so.

Proposal: Convert one budgeted, but unfilled Office Specialist II position and two recently vacated part-time Real Property Data Collector positions into two new Real Property Appraiser Trainee positions.

Costs of the proposal: No additional cost to the 2021 budget. Ongoing costs estimated to be $10,382 based on upgrading positions:

Cost of new Real Property Appraiser Trainee @17.05/hr	$35,464 each
Cost of benefits @ 40%	14,186 each
Total cost per trainee	$49,650 each
Times 2 Trainees	$99,300 total
Savings from unfilled OSII salary (annual)	$41,135
Savings from unfilled OSII benefits (@40%)	16,454
Savings from not replacing RPDC (988@$16.99/hr)	16,786
Savings from not replacing RPDC (988@ $14.72)	14,543
Total ongoing savings	$88,918
Net ongoing cost to convert positions	$10,382

For 2021 the $10,382 is easily absorbed into our current budget due to the OSII position being vacant for 4 months – over $19,000 to date that has not been used.

Benefits of the proposal: 1. We are better prepared to continue to accomplish the duties of the assessor's office as we lose experienced appraisers. 2. We are proactive in addressing the realities of the market when it comes to hiring licensed/certified appraisers to fill vacancies. 3.

We are able to take advantage of experienced appraisers to train new appraisers before they retire.

Other considerations: As the growth of residential property in the county continues, we have considered the need for additional appraisers in our office at some point in time. We currently have two Real Property Data Collectors on each of our three residential property teams. In an effort to keep the costs of adding additional appraisers to a minimum, we have thought that as we lose data collectors through attrition we could replace them with appraisers on 2 to 1 ratio. We have two data collectors that have recently resigned.

We have three experienced Real Property Appraisers that are considering retirement in the next year or so. In the current market it is almost impossible to hire licensed or certified appraisers. Therefore, we have to hire trainees and then train our own appraisers. That process generally takes 3 to 5 years. We want to get a jump on the training while we still have experienced appraisers working for us.

We had two people retire last year – an Office Specialist II and a Personal Property Appraiser. We didn't budget to replace the Personal Property Appraiser because of the additional efficiencies we have been able to realize from the online filing. Since the OSII primarily worked with the personal property, we budgeted for an Office Specialist just in case we weren't able to absorb both positions. Four months into the budget year, we are now comfortable that we won't need to replace the OSII either.

I am happy to answer any questions you might have and appreciate you consideration of this proposal. Please feel free to contact me with any questions.