

Assessor

Agency Overview

Agency Mission

The mission of the Assessor is to establish fair and equitable assessments for all taxable real property and to maintain complete and accurate assessment rolls and property records.

Agency Overview

The Agency assesses all taxable real property and maintains complete and accurate assessment rolls and property information/ownership records. The goal of the Assessor's Office is to determine the most accurate and up-to-date property assessments as possible to ensure the fair and equitable distribution of property taxes. The Assessor's Office advances this goal by maintaining maps with accurate parcel and improvement data, maintaining accurate ownership records, and valuing all taxable property on an annual basis.

Budget Service Changes

As part of the 2025 budget process, all agencies evaluated the budget service structure and had the opportunity to propose updates to services. The Assessor's 2025 budget service structure is the same as the 2024 budget. Since there were no changes, the budget does show a full history at the service level. The budget includes the following service:

- Assessor

2025 Budget Highlights

Service: Assessor

- No change from prior year.

Assessor

Function: Administration

Budget Overview

Agency Budget by Fund

Fund	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
General	3,138,292	3,406,749	3,334,292	3,734,687	3,772,896
Total	\$ 3,138,292	\$ 3,406,749	\$ 3,334,292	\$ 3,734,687	\$ 3,772,896

Agency Budget by Service

Service	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Assessor	3,138,292	3,406,749	3,334,292	3,734,687	3,772,896
Total	\$ 3,138,292	\$ 3,406,749	\$ 3,334,292	\$ 3,734,687	\$ 3,772,896

Agency Budget by Major-Revenue

Major Revenue	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -

Agency Budget by Major-Expense

Major Expense	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Salaries	2,110,732	2,321,593	2,229,842	2,455,185	2,455,185
Benefits	726,050	806,005	774,557	822,410	860,618
Supplies	49,887	52,000	56,501	53,680	53,680
Purchased Services	220,124	209,107	255,348	385,707	385,707
Inter Depart Charges	31,499	18,044	18,044	17,706	17,706
Total	\$ 3,138,292	\$ 3,406,749	\$ 3,334,292	\$ 3,734,687	\$ 3,772,896

Assessor**Function:****Administration***Service Overview***Service:** Assessor*Service Description*

This service discovers, lists, and values all taxable property within the City of Madison. Activities performed by the service include (1) assessing residential and commercial properties, (2) listing real property and preparing tax rolls, (3) conducting Boards of Review and Boards of Assessment, and (4) property tax litigation. The goal of this service is to provide accurate, up-to-date property assessments to ensure the fair and equitable distribution of property taxes.

Activities Performed by this Service

- **Discover Property:** Maintain accurate maps identifying each parcel of land in the city, ensure that the data is accurate and up-to-date, and monitor businesses that sell, move, or are created in the city to ensure all property receives an equitable assessment.
- **List Property:** Maintain accurate records of ownership, including contact information, property description, legal description, and the correct classification— Residential, Commercial, Agricultural, Agricultural Forest, Undeveloped, Forest, and Other.
- **Value Property:** Value all taxable property in the city on an annual basis. There are over 75,000 parcels in the city that require accurate valuation each year.
- **Communications and Required Reporting:** Provide effective communications to the public and through required state reporting that includes the Municipal Assessment Report and the Statement of Assessment.

Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
General	3,138,292	3,406,749	3,334,292	3,734,687	3,772,896
Other-Expenditures	-	-	-	-	-
Total	3,138,292	3,406,749	3,334,292	\$ 3,734,687	\$ 3,772,896

Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Revenue	-	-	-	-	-
Personnel	2,836,782	3,127,598	3,004,399	3,277,594	3,315,803
Non-Personnel	270,010	261,107	311,849	439,387	439,387
Agency Charges	31,499	18,044	18,044	17,706	17,706
Total	3,138,292	3,406,749	3,334,292	\$ 3,734,687	\$ 3,772,896

Assessor

Function:

Administration

Line Item Detail

Agency Primary Fund: General

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive
Salaries					
Permanent Wages	2,044,786	2,348,861	2,229,842	2,490,211	2,490,211
Salary Savings	-	(11,632)	-	(12,451)	(12,451)
Pending Personnel	-	3,139	-	-	-
Compensated Absence	33,919	15,149	-	15,149	15,149
Hourly Wages	22,507	-	-	-	-
Overtime Wages Permanent	8,554	-	-	-	-
Election Officials Wages	967	-	-	-	-
Budget Efficiencies	-	(33,924)	-	(37,724)	(37,724)
Salaries Total	\$ 2,110,732	\$ 2,321,593	\$ 2,229,842	\$ 2,455,185	\$ 2,455,185
Benefits					
Health Insurance Benefit	405,902	446,103	426,152	437,553	474,961
Wage Insurance Benefit	6,729	6,114	8,391	8,387	8,387
WRS	140,794	162,072	155,528	171,825	173,070
FICA Medicare Benefits	155,769	174,019	166,090	185,146	184,701
Post Employment Health Plans	16,856	17,698	18,395	19,499	19,499
Benefits Total	\$ 726,050	\$ 806,005	\$ 774,557	\$ 822,410	\$ 860,618
Supplies					
Office Supplies	6,071	6,000	6,000	6,000	6,000
Copy Printing Supplies	3,462	5,000	5,000	5,000	5,000
Software Lic & Supplies	1,271	-	-	-	-
Postage	36,489	31,000	35,501	32,680	32,680
Books & Subscriptions	457	1,000	1,000	1,000	1,000
Work Supplies	2,136	9,000	9,000	9,000	9,000
Supplies Total	\$ 49,887	\$ 52,000	\$ 56,501	\$ 53,680	\$ 53,680
Purchased Services					
Telephone	994	1,415	1,415	1,415	1,415
Cellular Telephone	4,997	-	3,599	5,000	5,000
Systems Comm Internet	900	-	-	-	-
Custodial Bldg Use Charges	56,405	43,794	43,794	43,794	43,794
Equipment Mntc	-	100	100	100	100
System & Software Mntc	40,365	63,908	63,908	227,908	227,908
Recruitment	884	-	-	-	-
Mileage	7,420	5,000	5,000	5,000	5,000
Conferences & Training	25,991	20,000	20,000	20,000	20,000
Memberships	5,632	400	3,000	8,000	8,000
Storage Services	3,535	1,000	1,042	1,000	1,000
Consulting Services	20,665	30,000	70,000	30,000	30,000
Transcription Services	-	500	500	500	500
Other Services & Expenses	24,757	14,990	14,990	14,990	14,990
Taxes & Special Assessments	27,580	28,000	28,000	28,000	28,000
Purchased Services Total	\$ 220,124	\$ 209,107	\$ 255,348	\$ 385,707	\$ 385,707
Inter Depart Charges					
ID Charge From Insurance	18,694	5,099	5,099	6,348	6,348
ID Charge From Workers Comp	12,805	12,945	12,945	11,358	11,358
Inter Depart Charges Total	\$ 31,499	\$ 18,044	\$ 18,044	\$ 17,706	\$ 17,706

Assessor

Function: Administration

Position Summary

Classification	CG	2024 Budget Adopted		2025 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ANAL 3-18	18	1.00	82,471	1.00	78,751	1.00	78,751
ADMIN CLK 1-20	20	1.00	68,357	1.00	70,855	1.00	70,855
ASSESS TECH 2-16	16	1.00	72,402	1.00	75,736	1.00	75,736
ASSESSMENT BUSINESS SYS MGR-18	18	1.00	119,320	1.00	127,391	1.00	127,391
ASSESSMENT OPERATIONS MGR-18	18	1.00	133,639	1.00	138,522	1.00	138,522
CITY ASSESSOR-21	21	1.00	147,288	1.00	166,966	1.00	166,966
DATA ANALYST 2	18	2.00	169,890	2.00	188,138	2.00	188,138
DATA ANALYST 3	18	1.00	80,846	1.00	87,194	1.00	87,194
PROPERTY APPRAISER 2-16	16	1.00	56,020	1.00	63,501	1.00	63,501
PROPERTY APPRAISER 3-16	16	8.00	694,398	8.00	733,043	8.00	733,043
PROPERTY APPRAISER 4-16	16	6.00	570,614	6.00	608,355	6.00	608,355
PROPERTY LISTER 2-20	20	1.00	71,551	1.00	74,166	1.00	74,166
PROPERTY LISTER 3-20	20	1.00	74,178	1.00	77,594	1.00	77,594
		26.00	\$2,340,975	26.00	\$2,490,211	26.00	\$2,490,211

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.