

City Assessor's Office

The mission of the City Assessor's Office is to establish equitable values for all taxable real estate and business personal property located in Burlington. These values provide the basis for the distribution of the City's annual tax levy and the statewide education tax. The value of the municipal Grand List in FY 2013 is projected modestly increase. The budget includes three full-time staff with additional funding for a temporary employee in the spring when valuation changes are being finalized.

**CITY OF BURLINGTON
CITY ASSESSOR'S OFFICE
FY13 BUDGET**

	<u>FY11 ACTUAL</u>	<u>FY12 BUDGET</u>	<u>FY13 BUDGET</u>	<u>Increase (Decrease)</u>	<u>% CHANGE</u>
CITY ASSESSOR REVENUES (107014)					
44099 MISC. REV FROM SERVICE	275	1,000	1,000	-	-
47420 ACT 60 GL MAINTENANCE	76,500	76,500	76,500	-	-
TOTAL REVENUES	76,775	77,500	77,500	-	-
CITY ASSESSOR EXPENSES (107014)					
61100 SALARIES	127,238	126,373	135,151	8,778	6.9%
61200 WAGES HOURLY	43,625	39,762	46,223	6,461	16.2%
61450 TEMPORARY HELP	2,813	10,000	3,400	(6,600)	-66.0%
61500 OVERTIME	724	800	311	(489)	-61.1%
62940 OPTION 1 SICK BONUS	775	700	700	-	-
62990 EMPLOYEE PARKING	720	720	720	-	-
63400 TRAVEL EXPENSE	1,112	-	-	-	-
63500 AUTO EXPENSE	-	1,500	1,500	-	-
63600 DUES & SUBSCRIPTIONS	1,033	1,200	1,200	-	-
63990 MISC TRAINING & EDUCATION	1,363	3,000	800	(2,200)	-73.3%
65100 EQUIPMENT LEASES	500	2,000	600	(1,400)	-70.0%
65150 SERVICE CONTRACTS	1,325	1,000	1,000	-	-
67100 ADVERTISING	300	500	500	-	-
67200 PRINTING	-	200	200	-	-
67600 NOTICES	-	50	50	-	-
68100 TELEPHONE	1,866	2,000	2,000	-	-
70100 OFFICE SUPPLIES	1,115	1,000	1,000	-	-
70400 POSTAGE	1,628	1,700	1,700	-	-
70500 MAP SUPPLIES	4,305	-	4,000	4,000	-
70990 SMALL EQUIPMENT-GENERAL	259	1,000	-	(1,000)	-100.0%
71060 UNIFORMS	425	425	425	-	-
TOTAL EXPENSES	191,125	193,930	201,480	7,550	3.9%
NEW GENERAL FUND REVENUE (COST)	(114,350)	(116,430)	(123,980)		

Associate Assessor
Currently Vacant
Grade 15

Deputy Assessor
Kim Kellington
Grade 18

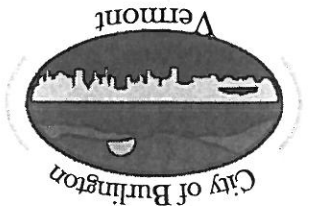
City Assessor
John Vickery
Grade 22

The following positions flow from top to bottom. Each position is full time.

SUBJECT: Organizational Chart of the Assessor's Office
DATE: June 19, 2012
FROM: John Vickery, City Assessor
TO: Paul Sisson, interim CAO

MEMORANDUM

OFFICE OF THE ASSESSOR



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