

Assessor Customer Service
 Hourly Rate Calculation
 Fiscal Year 2020/21

<u>Annual Productive Hours</u>	
Maximum Working Hours per Year	2,087
Less:	
Vacation Time	
Sick Leave	
Legal Holidays	
Other Approved Absences	358
Subtotal	358
Total Productive Time	1,729

<u>Staffing - Customer Service Unit</u>	
Number of Full-Time Employees	5
Annual Productive Time	1,729
Total Productive Hours	8,645

<u>Administrative Costs</u>		
Admin Services	617,347.00	
69.75 FTE	120,597.75	5.12
Assessor Managers	936,970.00	
65.75 FTE	113,681.75	8.24
Total Administrative Costs		
Per Productive Hour		13.36

<u>Staff and Overhead Costs</u>	Annual Costs	Annual Costs Per Employee	Costs Per Productive Hour
Customer Service Clerks (5 FTE)	552,960.85	110,592.17	63.96
Supervisor Cust Service (83% - 5/6 FTE)	120,861.94	24,172.39	13.98
*** Services & Supplies Costs	1,333,902.00	17,156.30	9.92
Administrative/Management			
Admin Services (69.75 FTE)	617,347.00	8,850.85	5.12
Assessor Managers (100% - 65.75 FTE)	936,970.00	14,250.49	8.24
Hourly Rate			101.23
Rate per Minute			1.69

*** Services & Supplies are Char 60 for 13020100 (\$1,951,249) less budgeted Administration Costs (\$617,347).

Assessor Appraiser Services
 Hourly Rate Calculation
 Fiscal Year 2020/21

<u>Annual Productive Hours</u>	
Maximum Working Hours per Year	2,087
Less:	
Vacation Time	
Sick Leave	
Legal Holidays	
Other Approved Absences	358
Break Hours	
Subtotal	358
Total Productive Time	1,729

<u>Staffing - Real Property Appraisal</u>	
Number of Full-Time Employees	22
Annual Productive Time	1,729
Total Productive Hours	38,038

<u>Administrative Costs</u>			
Admin Services	617,347.00		
69.75 FTE	120,597.75	5.12	
Assessor Managers	936,970.00		
65.75 FTE	113,681.75	8.24	
Total Administrative Costs			
Per Productive Hour			13.36

<u>Staff and Overhead Costs</u>	<u>Annual Costs</u>	<u>Annual Costs Per Employee</u>	<u>Costs Per Productive Hour</u>
Real Property Appraisers (22.0 FTE)	3,041,754.07	138,261.55	79.97
Supervisors Appr IVs (4 FTE)	667,163.72	30,325.62	17.54
*** Services & Supplies Costs	1,333,902.00	17,156.30	9.92
Administrative/Management			
Admin Services (69.75 FTE)	617,347.00	8,850.85	5.12
Assessor Managers (100% - 65.75 FTE)	936,970.00	14,250.49	8.24
Hourly Rate			120.79
Rate per Minute			2.01

*** Services & Supplies are Char 60 for 13020100 (\$1,951,249) less budgeted Administration Costs (\$617,347).

Assessor Dept. Info Specialist Services
 Hourly Rate Calculation
 Fiscal Year 2020/21

<u>Annual Productive Hours</u>	
Maximum Working Hours per Year	2,087
Less:	
Vacation Time	
Sick Leave	
Legal Holidays	
Other Approved Absences	358
Break Hours	
Subtotal	<u>358</u>
Total Productive Time	1,729

<u>Staffing - Dept Information Services</u>	
Number of Full-Time Employees	2.75
Annual Productive Time	1,729
Total Productive Hours	4,755

<u>Administrative Costs</u>			
Admin Services		<u>617,347.00</u>	
69.75 FTE		120,597.75	5.12
Assessor Managers		<u>936,970.00</u>	
65.75 FTE		113,681.75	8.24
Total Administrative Costs			
Per Productive Hour			13.36

<u>Staff and Overhead Costs</u>	<u>Annual Costs</u>	<u>Annual Costs Per Employee</u>	<u>Costs Per Productive Hour</u>
Dept. Information Specialists (2.75 FTE)	480,899.58	174,872.57	101.14
**** Dept Information System Manager	-	-	-
*** Services & Supplies Costs	1,333,902.00	17,156.30	9.92
Administrative/Management			
Admin Services (69.75 FTE)	617,347.00	8,850.85	5.12
Assessor Managers (100% - 65.75 FTE)	936,970.00	14,250.49	<u>8.24</u>
Hourly Rate			124.42
Rate per Minute			2.07

*** Services & Supplies are Char 60 for 13020100 (\$1,951,249) less budgeted Administration Costs (\$617,347).

**** Dept Information System Manager included in Admin Services cost

Assessor Customer Service
Proposed Fee Calculations
FY 2020-21

Type of Service	Job Class Involved	Minutes Required	Rate Per Minute	Staff Cost	Other Fees/Costs	Notes	Other Fees/Costs	Notes	Total Cost	
Master List Secured Assessment Roll (CD-ROM)	Assess Clk	50	1.69	93.71	3.50	postage			97.21	
	Appraiser	5	2.01							
Master List Unsecured (CD-ROM)	Assess Clk	50	1.69	93.71	3.50	postage			97.21	
	Appraiser	5	2.01							
Transfer Journal Parcel Yearly	Assess Clk	240	1.69	405.60	42.00	postage			447.60	
Parcel Map (Paper)	Assess Clk	6	1.69	10.14			0.122	Cost of Paper	10.26	
Parcel Map (CD ROM) Monthly Updates (annual subscription)	Assess Clk	No longer giving a discount of 2 free monthly CDs								
Index Map - City	Assess Clk	5	1.69	8.45				Cost of Paper	8.45	
Index Map - County	Assess Clk	5	1.69	8.45				Cost of Paper	8.45	
Mailing List w/Situs - Secured	Assess Clk	50	1.69	83.66	3.50	Postage			87.16	
Mailing List w/Situs - Unsecured	Assess Clk	25	1.69	42.25	3.50	Postage			45.75	
Individual Parcel Report (Property Profile)	Assess Clk	4	1.69	6.76					6.76	
Photocopy	Assess Clk	6	1.69	10.14					10.14	
Assessor Certification	Assess Clk	3	1.69	5.07					5.07	
Assessor Inquiry Screen	Assess Clk	3	1.69	5.07					5.07	
Research (Half-Hour Rate)	DISS II	30	2.07	62.10					62.10	
Fax/Email Fee	Assess Clk	2	1.69	3.38					3.38	