

City Assessor's Report

January 3, 2019



CITY ASSESSOR'S OFFICE

Brian E. Gordineer, AAS – City Assessor

6 MONTH UPDATE

1. **7-Member Engaged Team in a Professional Office Environment**
2. Supportive Legal Framework - Calendar
3. **Implementing Benefits of Technology**
4. Transitioned to Paperless Processes
5. **Property Information Audit**



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SUPPORTIVE LEGAL FRAMEWORK

- Jan. 1** - **Date of Valuation**
- Jan. 28** - **Change Notices Mailed**
- Mar. 1** - **Deadline to Appeal to City Assessor**
- Apr. 1** - **Deadline to Appeal to BOE**
- May/June** - **BOE Hearings**
- Jul. 1** - **Land Book Finalized**



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BENEFITS OF TECHNOLOGY



Supreme Court System

Permit Data – from Codes Compliance

FirstBase – In-House Reporting Application

HomeRun – In-House Commercial Database



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PAPERLESS APPEAL PERIOD



File Home Share View

> Network > assessorserver > HB > xxBOE > 2018

Name	Date modified	Type	Size
023100002_BOEAPP_2018	10/5/2018 10:03 AM	PDF File	3,459 KB
023100002_HEARINGLETTER_2018	10/5/2018 10:37 AM	Microsoft Word D...	250 KB
030030019_BOEAPP_2018	8/16/2018 2:46 PM	PDF File	315 KB
030030019_BOEHEARING LETTER_2018	9/21/2018 10:13 AM	Microsoft Word D...	250 KB
031020008_BOE AGNT AUTH_2018	8/31/2018 4:07 PM	PDF File	654 KB
031020008_BOEAPP_2018	9/4/2018 1:53 PM	PDF File	5,596 KB
031020008_BOEDECISIONLETTER_2018	11/14/2018 12:19 ...	PDF File	205 KB
031020008_BOEHEARINGLETTER_2018	9/21/2018 10:25 AM	Microsoft Word D...	250 KB
050110824_BOE ASSESSOR RPT_2018	11/30/2018 12:35 ...	PDF File	23 KB
050110824_BOEAPP_2018	8/31/2018 1:13 PM	PDF File	1,440 KB
050110824_BOEHEARINGLETTER_2018	9/21/2018 10:30 AM	Microsoft Word D...	250 KB
055160022_BOE AGNT AUTH_2018	8/29/2018 10:50 AM	PDF File	112 KB
055160022_BOEAPP_2018	8/29/2018 8:45 AM	PDF File	2,342 KB
055160022_BOEHEARINGLETTER_2018	9/21/2018 12:20 PM	Microsoft Word D...	250 KB
087030806_BOE AGNT AUTH_2018	8/31/2018 1:04 PM	PDF File	546 KB
087030806_BOEAPP_2018	8/30/2018 3:08 PM	PDF File	6,128 KB
087030806_BOEDECISIONLETTER_2018	11/28/2018 11:42 ...	PDF File	208 KB
087030806_BOEHEARINGLETTER_2018 RE...	9/25/2018 3:58 PM	Microsoft Word D...	250 KB
087030806_BOEHEARINGLETTER_2018	9/25/2018 4:00 PM	Microsoft Word D...	250 KB
101010004_Appraisal - Crater Road Lots	9/25/2018 3:14 PM	PDF File	4,509 KB
101010004_BOE AGNT AUTH_2018	9/25/2018 2:58 PM	PDF File	138 KB
101010004_BOEAPP_2018	9/25/2018 2:46 PM	PDF File	5,460 KB
101010004_BOEDECISIONLETTER	12/3/2018 12:47 PM	PDF File	201 KB



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BOARD OF EQUALIZATION

November 7, 14 and 28, 2018

**Joan Gardner
Karen Graham
Leonard Muse**



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18 Cases
5 Residential 13 Commercial

10 No Changes 8 Reductions
- \$2,949,800 in assessed value



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PROPERTY INFORMATION

DETAILED PROPERTY
INFORMATION

- LOCATION
- CONDITION
- NEIGHBORHOOD
- AGE



Income and Expense Survey
Field Inspections
Scanning Project



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Income and Expense Survey

§ 58.1-3294. Reports of income data by owners of income-producing realty; certification; confidentiality.

Any duly authorized real estate assessor, board of assessors, or department of real estate assessments may require that the owners of income-producing real estate in the county or city subject to local taxation, except

**Apartments/Lofts, Trailer Parks, Hotels, Shopping Centers,
Office Buildings, Self-Storage**



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Dear City of Petersburg Property Owner,

In accordance with the Virginia Code 58.1-3294 the City Assessor's Office requests statements of income and expense related to the above referenced parcel for 2015, 2016 and 2017. This information will be kept confidential in accordance with the Virginia Code 58.1-3. Information and this certification should be submitted by March 1, 2019 by mail or emailed to CityAssessor@petersburg-va.org. **The failure of the owner of the income-producing property to furnish a statement as required by this section shall bar the owner or representative from introducing into evidence, or using in any other manner, any of the required but not furnished income and expense information in any judicial action brought under the Virginia Code 58.-3984 (application to court).** The certification below must be signed by the owner, or duly authorized agent. Authorized agents should complete an Agent Authorization form, which can be accessed at <http://www.petersburg-va.org/148/City-Assessor>.

CERTIFICATION

The statements provided herein have been examined by me and are true, current, and complete, to the best of my knowledge.

Name _____ Signature _____

Title _____ Company _____

Company _____

Telephone Number _____ Email _____

Please check if this property is not income-producing and return by mail or email.



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FIELD INSPECTIONS

West Park
Camelot
Parkview
Lakewood Estates
South Plains
Oakhurst
Pine Gardens
Battlefield Park



3,000 properties per year



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ORDINANCE HOUSEKEEPING

Supplement Billing

Assessing and billing improvements as they are completed throughout the year.



July 1, 2018 Assessment and Bill

House completed in October

July 1, 2018 Assessment and Bill is supplemented to account for the new house



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PROPOSED ORDINANCE

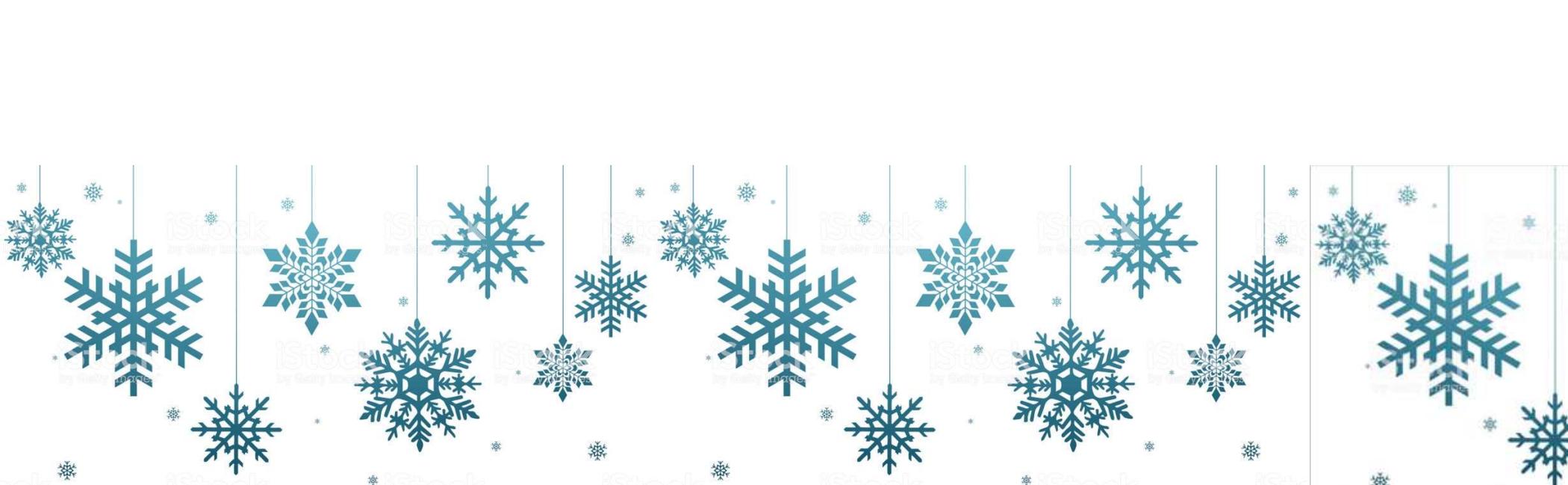
Sec. 106-68. Assessment of new buildings substantially completed, etc.; extension of time for paying assessment.

Pursuant to the authority of section 58.1-3292 of the Code of Virginia, all new buildings substantially completed or fit for use and occupancy prior to May 1 of the year of completion shall be assessed when so completed or fit for use and occupancy, and the commissioner of the revenue shall enter in the books the fair market value of such building. No partial assessment as provided herein shall become effective until information as to the date and amount of such assessment is recorded in the office of the official authorized to collect taxes on real property and made available for public inspection. The total tax on any such new building for that year shall be the sum of (i) the tax upon the assessment of the completed building, computed according to the ratio which the portion of the year such building is substantially completed or fit for use and occupancy bears to the entire year, and (ii) the tax upon the assessment of such new building as it existed on July 1 of that assessment year, computed according to the ratio which the portion of the year such building was not substantially complete or fit for use and occupancy bears to the entire year. With respect to any assessment made under this section after March 1 of any year, the penalty for nonpayment by June 30 shall be extended to September 30 of the succeeding year.



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GIS COLLABORATION

City-wide effort to enhance the benefits
of Petersburg's Geographical Information System - GIS



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HAPPY NEW YEAR

from the City Assessor's Office

**Mary Burket, Shaun Criss, Brian Gordineer, Crystal Green, Shannon Griffin,
Brandy Hawley, Shaneice Williams**



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