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
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/Jun.  -   BOE Hearings
Jul. 1    -   Land Book Finalized
BENEFITS OF TECHNOLOGY

Supreme Court System
Permit Data – from Codes Compliance
FirstBase – In-House Reporting Application
HomeRun – In-House Commercial Database
BOARD OF EQUALIZATION
November 7, 14 and 28, 2018

Joan Gardner
Karen Graham
Leonard Muse
18 Cases
5 Residential   13 Commercial

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

- Income and Expense Survey
- Field Inspections
- Scanning Project

DETAILED PROPERTY INFORMATION

- Location
- Condition
- Neighborhood
- Age
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
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 58.1-3984 (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.
HOMERUN COMMERCIAL DATABASE

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FIELD INSPECTIONS

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

3,000 properties per year
SCANNING PROJECT

1. 1949-1978
2. 1978-1988 70%
3. 1988-2018 Complete
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
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.
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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