Equalization (October 2026)

- Collect and audit tax rate request forms (L-4029). Calculate and verify millage rates. Prepared and submitted pertinent reports.
- Distributing final sales studies to township assessors.
- Compiled data for the Apportionment Report to be brought before the Board of Commissioners in October.
- Inspect and appraise properties in each real property class. Analyze data for use in land values, economic condition factors, and appraisal studies. As of October, we have finished all field work for the year.
- Compiling sales information for use in land value and ECF analysis.
- Verify and review personal property statements.
- Continued to update County Database with sales and other recorded documents.
- Analyzing splits, combinations, and revised legal descriptions. Updating County GIS with new information.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.