

## **UPCOMING MEETINGS**

### **Tuesday, July 3, 2018**

7:30 A.M. Highway Committee Meeting – Highway Department in Roberts

### **\*\*\*Thursday, July 5, 2018\*\*\***

9:00 A.M. Sheriff Committee Meeting – Sheriff's Boardroom

### **\*\*\*Thursday, July 5, 2018\*\*\***

7:00 P.M. Finance Committee Meeting – Small Courtroom in Courthouse

### **Monday, July 9, 2018**

7:00 P.M. County Board Meeting – Sheriff's Boardroom

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## Supervisor of Assessments Office Monthly Report

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**TASKS COMPLETED:** Farm card updates for last two years

Lease letters sent

CIC meeting for new valuing system

Met w/ all assessors and gave them work

Set up ability to work from home when needed

**ONGOING TASKS:** Every day tasks (phones, sales & walk-ins)

General office clean up and organization

**IN PROGRESS:** Setting Farm Review Committee Meeting and  
BOR Meeting

Training for new valuing system

Apex licenses for drawing

We have been getting many calls each day regarding tax bills, which we answer to the best of our ability. We are looking VERY forward to Apex (the drawing software) being installed on our computers, so we can start drawing for 2018 work. We won't be able to value until we have completed the CAMA software training, but have asked CIC to have APEX installed ASAP in order for us to do what we can. After 2018 drawings are done, we plan to start computerizing all drawings & printing them, so they can be attached to each card. As we go

through each drawer card by card, we make corrections and ask assessors for updated pictures and or measurements if needed.

May bills are as follows:

May	Quill	59-476	\$239.97	Chairs & Shredder
	News Gazette	59-425	\$92.00	Ad
	Sidwell	86-00-476	\$4,995.00	Web hosting/drainage layer
	Johnson	01-59-430	\$325.00	Kim's bond thru 2022
	MCS	86-00-476	\$792.00	Cloud Services
	CIC	01-59-427	\$6,000.00	partial 3rd contract pymt
		01-59-430	\$1,217.42	partial 3rd contract pymt
	Kim	01-59-435	\$57.77	mileage