

## Nunda Township Assessor's Monthly Meeting Report

### Mission Statement

The Nunda Township Assessor's office mission is to administer the township assessment program in a manner that will result in public confidence, we will be diligent in our responsibilities, we will strive to deliver the highest degree of accuracy, productivity as well as fairness, all while continuing to be good financial stewards with the resources the taxpayers have entrusted us with, and always remembering it is the taxpayers we are here to serve.

### Meeting Date

January 11, 2018

### Meeting Time

7:00 P.M.

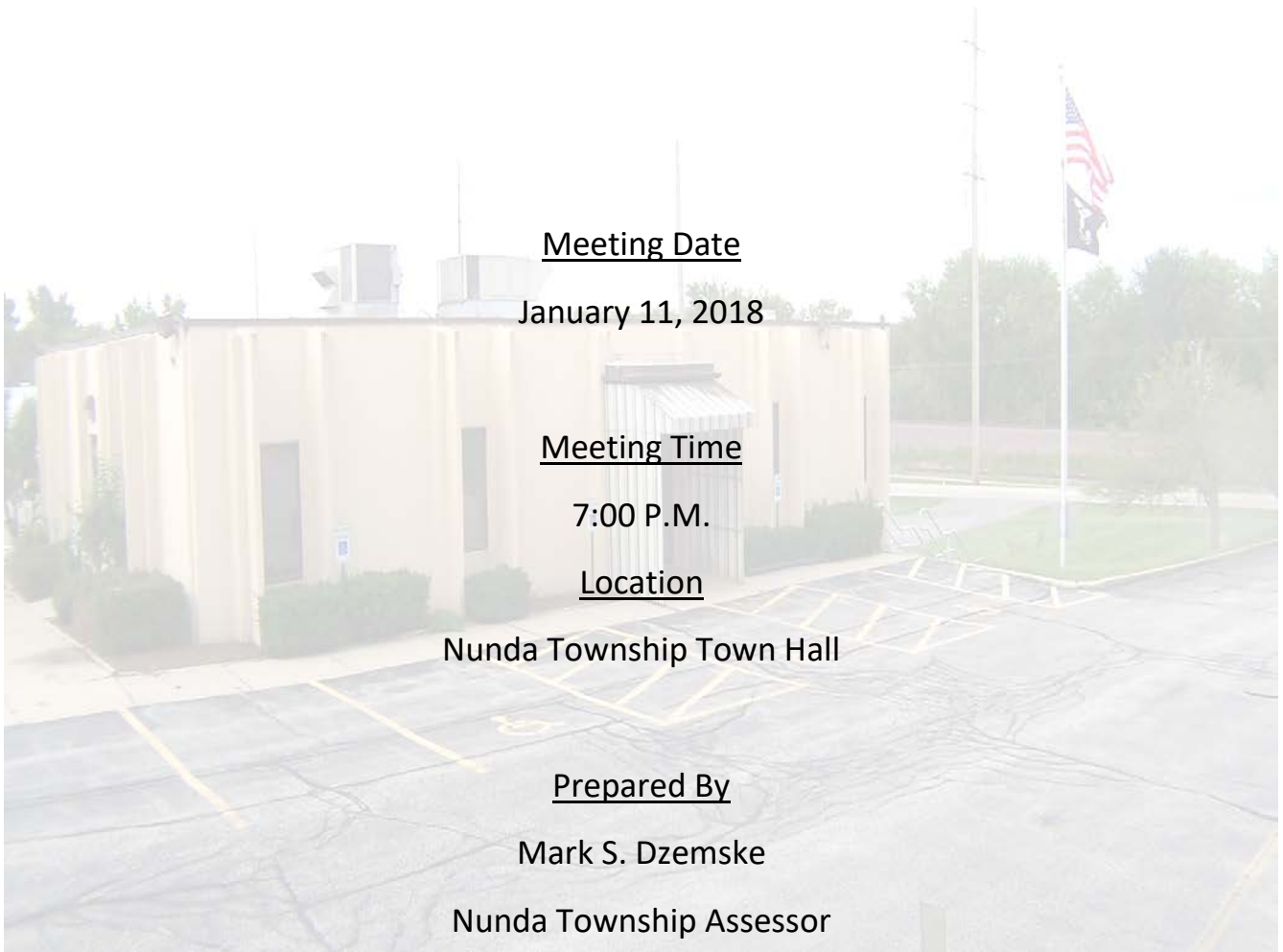
### Location

Nunda Township Town Hall

### Prepared By

Mark S. Dzemske

Nunda Township Assessor



# Mark S. Dzemske C.I.A.O. - M

NUNDA TOWNSHIP ASSESSOR

3510 BAY ROAD

CRYSTAL LAKE, IL 60012

[www.nundatownship.com](http://www.nundatownship.com)

Phone 815-459-6140

Fax 815-459-5399

January 9, 2018

Lee Jennings  
Joni Smith  
Justin Franzke  
Robert Parrish  
Tim Parrish  
Karen Tynis

Re: Assessment Office Activity Report

During December the assessment team was able to continue to move forward on activities that continue to put us in a position for a timely completion of the 2018 assessment roll. With the completion of the 2017 assessment portion of the tax cycle behind us, the team is focused on the goal in front of us, which is completion of the 2018 assessment roll by June 1, 2018.

Some of the year end numbers are shaping up as follows; Office support staff (Lisa) reports sales activity to date in the township is up 11% from 2016 and down -6% from 2015. Building permits received in the office are up 29% from 2016 and -3% from 2015. The office generated updates are up 5% from 2016 and down 20% from 2015.

Data collection team reports the following; Year End permit inspections -34% from 2016 and -37% from 2015. Field inspections for office generated updates show a 38% increase from 2016 and 24% increase from 2015. In addition the data collection team of Mary and Kelli has updated 447 photos to the website for the month of December.

Deputy assessment team of Karen and Kristin have completed reviewing the 2017 appeal decisions, and updating our web-site. In addition they have been preparing responses for appeals that are pending before the Illinois Property Tax Appeal Board. The final touches to our updating of land tables and neighborhood boundaries are wrapping up, we will begin our testing and adjusting as needed. (This will be on-going and will be a key tool used during the 2019 General Assessment year.)

In addition to the quantifiable data supplied above, there is of course a great deal of additional team activities that takes place that leads to the timely completion of the assessment roll. In addition we pride ourselves on the quality of work that is completed at our level, which in the end shows itself thru-out the entire tax cycle.

Please remember I am available for any questions or concerns.

Respectively submitted,

*Mark S. Dzemske*  
Nunda Township Assessor  
CIAO -M



**COUNTY OF MCHENRY  
OFFICE OF ASSESSMENTS**

ADMINISTRATION BUILDING-SUITE 106  
NORTH OF COURTHOUSE COMPLEX ON WARE RD  
MAILING ADDRESS: 2200 N SEMINARY AVE, WOODSTOCK, IL 60098  
PHONE 815-334-4290 FAX 815-338-8522  
E-mail: assessments@co.mchenry.il.us

Robert H. Ross, ASA  
Chief County Assessment Officer

Carol Saunders, CIAO-I  
Chief Deputy

January 10, 2018

Mark Dzemske  
Nunda Township Assessor  
3510 Bay Road  
Crystal Lake, IL 60012

Dear Mr. Dzemske:

I would like to congratulate you and your staff on another fine year serving the taxpayers of Nunda Township. The 2017 Nunda Township Assessments were certified to the McHenry County Assessments Office on June 19, 2017, almost 2 weeks earlier than last year's certification date of July 1, 2016. This allowed the Board of Review to start Nunda Township Hearings in a timely fashion and all 2017 Nunda Hearings were practically completed before Thanksgiving this year.

In addition, there were 164 assessor corrections and most of these occurred during the 30-day appeal period when you and your staff met with Nunda Township taxpayers and negotiated assessment settlements thereby avoiding the necessity of filing of an assessment appeal by many taxpayers. This is also very much appreciative by me as well as the Board of Review.

So thank you again for the fine work and I'd like to wish you and your staff a Happy and Healthy New Year.

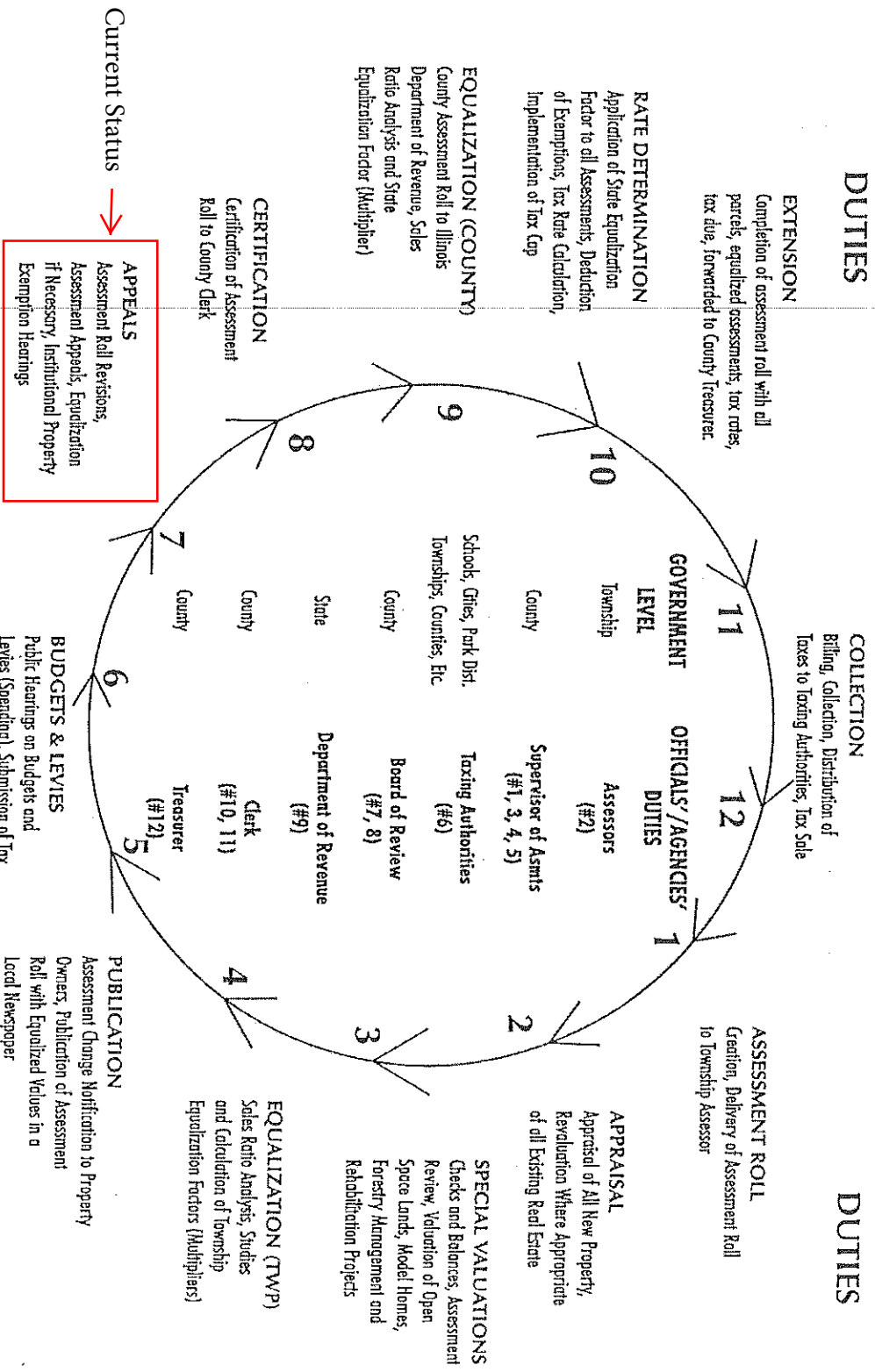
Sincerely,

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Robert H. Ross, ASA  
Chief County Assessment Officer  
McHenry County

# ILLINOIS PROPERTY TAX CYCLE

(In Counties With Township Government)



**DUTIES**

**DUTIES**

## **Meet your Assessment Team**

### **Assessor**

Mark is your Nunda Township Assessor. Mark was appointed your Nunda Township Assessor effective June 1<sup>st</sup> 2016 and has been employed by the Nunda Township Assessor's office since 1988. He carries an advanced designation with the Illinois Property Assessment Institute and is a member of the International Association of Assessing Officers, and a candidate for the Certified Assessment Evaluators Designation.

### **Deputy Assessors**

Karen and Kristin both are very experienced in Real Property Assessment and have extensive backgrounds in the Real Estate Market and Mass Appraisal Valuation. Karen and Kristin both carry the designation of Certified Illinois Assessing Officers, which were obtained thru the Illinois Property Assessment Institute.

### **Data Collection Team**

Mary and Kelli form our data collection team. Both members have been with the Nunda Township Assessors office for a number of years and are very familiar with the many neighborhoods in the township. Mary and Kelli spend the majority of their time in the field following up on building permits, measuring and listing property characteristics, speaking with property owners and updating property record cards etc.

### **Office Support Staff**

Lisa completes your Nunda Township Assessment Team. Lisa spends the majority of her time processing Real Estate Transfer Declarations, Building Permits, and generating reports for use by team members. In addition, Lisa is typically your first contact when either phoning or visiting the office. Lisa is key source in the verification of details in the transfers of properties that occur in the township as well as helping residents when applying for exemptions.

### **Summary**

The Nunda Township taxpayers should be very confident in the assessment team that has been assembled to serve their needs. I believe it is one of the BEST in the county and we will strive to continue to improve and provide the taxpayers with the best possible service. Each of these positions are vital components that help to achieve the timely completion of the annual assessment cycle.