

Revenews

Please pass around to all office staff

June 2011

Assessor's Calendar

June 2011

Submit real estate transfers from November thru April
(Admin Rule 64:05:01:06)

Submit mobile home transfers from previous month
(Admin rule 64:05:01:06)

Other

Be prepared to testify at Office of Hearing
Examiners/Circuit Court, if scheduled
Do sales analysis to determine reappraisal projects
Appraisal field work
Sales Ratio Workshop
NCRAAO Conference

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July 2011

Submit mobile home transfers from previous month
(Admin rule 64:05:01:06)

Other

Appraisal field work
Order forms and supplies as soon as forms revisions
are approved by Secretary of Revenue
Prepare and submit office budget to Auditor

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Abstracts

Abstracts were due May 16. Please turn them into
Russ ASAP if you have not already done so.

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Sales Ratio Workshops

The following sales ratio workshops have been
scheduled:

May 18—Rapid City (9 am to noon) contact Russ

June 1—Pierre (9 am to noon) contact Russ

June 8—Aberdeen (9 am to noon) contact Russ or
Bonnie

June 23—Sioux Falls (1 pm to 4 pm) contact Russ or
Karla

June 24—Sioux Falls (9 am to noon) contact Russ or
Karla

Remember these workshops will count towards
recertification. The workshops are planned for
approximately 3-4 hours or as long as needed. Lunch
will be on your own after we have covered all
material. **Bring a copy of the current ratio
guidelines, a hand held calculator and writing
utensils.**

Any questions contact: Bonnie F, Colleen, Karla or
Russ.

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2011 NCRAAO Conference

The 2010 NCRAAO Conference will be held June
12-15 in Topeka, KS at the Topeka Ramada Inn
<http://www.topekaramada.com/> . For more
information please go to the [SDAAO](#) webpage.

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Workshops

Workshops are valuable, but not all workshops count for recertification. If you are going to attend a workshop (other than Department of Revenue workshop) you may want to check to ensure it qualifies for a workshop credit. Workshops need to be approved by the Secretary of Revenue prior to attendance in order for them to count towards certification. Any questions please contact Bonnie F.

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Compliance/Sales Ratio Audits 2011

Bonnie, Karla and Todd will be doing Compliance/Sales Ratio Audits again this year. If you have any questions, please contact your field person.

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Property Tax Staff Phone Numbers

Matt Fonder	773-5911
Todd Bailey	773-5851
Bonnie Maize	773-3139
Wendy Semmler	773-4923
Russ Hanson	773-6149
Colleen Skinner	773-5120
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Enjoy your summer!

