

QUESTION:

Is the board of tax assessors required to 'review the assessed value' of ALL taxable property in the county, or does the board have the option of reviewing only a portion of the taxable properties in the county when determining fair market values for the purpose of adjusting values and establishing the levy?"

ANSWER:

It is the duty of the county board of tax assessors to investigate diligently and to inquire into the property owned in the county for the purpose of ascertaining what real and personal property is subject to taxation and to require the proper return of the property for taxation. The board shall make such investigation as may be necessary to determine the value of any property.

The board of assessors must see that ALL taxable property within the county is assessed at its fair market value AND that fair market values as between the individual taxpayers are fairly and justly equalized so that each taxpayer shall pay as nearly as possible only such taxpayer's proportionate share of taxes.

When any corrections, changes, or equalizations have been made by the board, the board shall give written notice to the taxpayer. The notice required to be given by the county board of tax assessors shall be dated and shall contain the name and last known address of the taxpayer. If the value of the taxpayer's property is changed, the notice shall also contain:

- The amount of the previous assessment;
- The amount of the current assessment;
- The year for which the new assessment is applicable;
- A brief description of the assessed property broken down into real and personal property classifications;
- The fair market value of property of the taxpayer subject to taxation and the assessed value of the taxpayer's property subject to taxation after being reduced; and
- The name and phone number of the person in the assessors' office that is administratively responsible for the handling of the appeal and that the taxpayer may contact if they have questions about the reasons for the assessment change or the appeals process.

In addition to the items required above, the notice shall contain a statement of the taxpayer's right to an appeal.