

Assessor Monthly Report

From August 2019

Our summer intern continued scanning Blue Prints - he scanned and saved 3 years of blueprints. As Gregory was scanning the blueprints I would sketch them in our Apex program to update the sketches from hand drawn to digital sketch

Ran reports and processed a sale transmittal to the state of 114 sales in Pendleton, the state will use these sales to create our town's equalization rate for 2020

Receive information from the county that some of our special franchise addresses were not updated, research and corrected the addresses

Finished up a summer project making sure we had all required documentation for all the exemption so if the assessor's office got audited from the state all documentation should be in order

Pendleton has a new Map Tech in the county office of Real Property due to training the August sales were not done in time for this report