

Approved February 14, 1989  
Date

MINUTES OF THE SENATE COMMITTEE ON EDUCATION

The meeting was called to order by SENATOR JOSEPH C. HARDER at  
Chairperson

1:30 XX a.m./p.m. on Monday, January 30, 1989 in room 123-S of the Capitol.

All members were present except:

Senator Frahm, excused

Committee staff present:

Mr. Ben Barrett, Legislative Research Department  
Ms. Carolyn Rampey, Legislative Research Department  
Ms. Avis Swartzman, Legislative Revisor's Office  
Mrs. Millie Randell, Secretary

Conferees appearing before the committee:

Mr. Terry Hamblin, Director of Valuation,  
Department of Revenue

After Chairman Joseph C. Harder called the meeting to order, a motion was made by Senator Langworthy that minutes of the January 24 meeting be approved. The motion was seconded by Senator Allen, and the motion carried.

The Chairman introduced Mr. Terry Hamblin, Director of Property Valuation, Department of Revenue. He explained that Mr. Hamblin had been invited to update the Committee on the progress of reappraisal.

Mr. Hamblin called the Committee's attention to a packet of information (Attachment 1) which had been distributed to members and then commenced his explanation of "Reappraisal Update", which lists target dates by when the change of valuation notices are to be mailed to property owners. He estimated that approximately 95% of the counties are going to meet this date and that the remaining six to eight counties should complete their mailings shortly afterwards. He stated that the other dates on the outline relate primarily to the appeals schedule and projected that as many as ten percent of the property owners are expected to appeal their adjusted values.

Mr. Hamblin described the hearing and appeals process and stressed the importance of each step being followed exactly. Mr. Hamblin pointed out that the appeals process has been structured so that most of the potential appeals can be resolved at the informal, or first, level.

Mr. Hamblin stated that a lot of time is being spent now on public awareness and update on the progress of reappraisal. He referred the Committee's attention to "Your Property Taxes, Understanding the New Rules", a tabloid which first appeared on December 18, 1988 in the Wichita-Eagle Beacon and which has been circulated widely.

Responding to questions, Mr. Hamblin stated that a property owner has eighteen days after the mailing date in which to appeal the change of valuation notice. He informed the Committee that the appraiser, at the informal hearing, has the authority to make any changes in the change of value notice as well as discretion to extend the initial eighteen-day appeal time limit.

Mr. Hamblin pointed out that although there will be some good, hard information available by March 1, there will not be any actual information at that time in the area of personal property reappraisal, where some very substantial changes are taking place.

He continued by saying that a Task Force to devise a schedule for getting needed information to the Legislature had been appointed during the

CONTINUATION SHEET

MINUTES OF THE SENATE COMMITTEE ON EDUCATION,  
room 123-S, Statehouse, at 1:30 ~~xxx~~ a.m./p.m. on Monday, January 30, 1989

interim by the Special Committee on School Finance. Although actual figures on personal property will not be available until June or July, he said, the Task Force should have enough information to know what trends are taking place so as to draw some conclusions.

The Chairman thanked Mr. Hamblin for his informative presentation and then adjourned the meeting.

SENATE EDUCATION COMMITTEE

TIME: 1:30 p.m. PLACE: 123-S DATE: Monday, January 30, 1989

GUEST LIST

NAME

ADDRESS

ORGANIZATION

Jacki Ober

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NA

Craig Grant

Topeka

H-NEA

Jim Edwards

~~Paola~~

KCCT

Ken Rozy

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Bill Curtis

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~~Kenny Kelly~~

~~Overland Park~~ ~~⊙~~

SON

~~Gene Annette~~

~~Topeka~~

PUD

Terry D. Hamblin

Topeka

PUD

Dana Fennell

"

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Connie Huesel

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"

KACC

## REAPPRAISAL UPDATE

January, 1989

Reappraisal activity is beginning to wind down, and the initial project will draw to a close this year. Counties are completing their appraisal analysis and notifying property owners of their new valuations. 1989 will consist primarily of taxpayer hearings and appeals, and, of course, beginning reappraisal maintenance requirements.

Over the past three and one-half years, a great deal of work has been accomplished. Aerial photography was taken of the entire state (more than 15 miles of photographic negatives). The resulting photos were used as the base upon which to build property ownership and soil type maps. Computers and computer assisted mass appraisal (CAMA) software have been installed in every county in the State; when the project began, only a few counties had any type of computer at all. All real estate properties have been data collected and reviewed at least once. Counties are now completing their final reviews. Values have been established for the various crops and soil types; appraisers have inspected agricultural properties for adverse influences. In short, appraisers have completed the background work and are now finishing up their appraisal analysis, mailing notices, and preparing for hearings.

Last session, the Legislature enacted House Bill 2702, which made major changes to the way this final phase of reappraisal was conducted. One requirement was that counties distribute data verification mailers to help reduce clerical and other errors prior to final value generation and taxpayer notification. This has been done by every county and has no doubt eliminated a great many appeals.

Substantial change was made to the hearing process itself. It establishes a required step-by-step procedure which is designed to gradually reduce the number of appeals proceeding to the more formal appeal levels. Taxpayers must first meet informally with the appraiser to present their questions or concerns with their appraisal prior to filing a formal appeal. If the appraiser feels unable to make a value change after this meeting, taxpayers proceed to the formal appeal level. Here counties have the option of employing hearing officers or panels to hear cases as an interim step before the board of equalization. If counties elect not to use hearing officers/panels, the first formal level of appeal is to the county board of equalization. Once all county levels of appeal have been exhausted, taxpayers proceed to the State Board of Tax Appeals. Taxpayers who miss the appeals process have the option of paying their taxes under protest, but must have an informal meeting with the appraiser prior to doing so at that time. In addition to the levels of appeal, regulations regarding prompt taxpayer notification of hearing results and Property Valuation Division review and approval of hearing decisions have also been established. The Hearing Tracking System, an enhancement to the KSCAMA System, automates most of the hearing form and correspondence generation.

Education of both county personnel and the public has remained of prime importance. Eighteen schools were held a total of 60 times in 1988 with approximately 3,000 students. One very popular course was "Appraisal Seminar for the Non-Appraiser," which was designed for county officials (other than appraisers) and the general public. It was held nine times for nearly 1,000 students. Another important course was (and continues to be) "The Hearings & Appeals Process," which is the mandatory training for hearing officers and board of equalization members. This class was also held nine times last year and will be repeated six more times this year.

A concentrated effort is being made to keep the public informed and knowledgeable about reappraisal. In addition to regular press releases and making a great many speeches and presentations throughout the State, slide programs and brochures have been made available for use by all county appraisers. The most recent publications are a slide presentation and brochure detailing the hearings and appeals process. These materials are available at every county appraiser's office.

State funding of reappraisal is scheduled through Fiscal Year 1989. At that time, the State's share of the \$65 million estimate will have been expended. \$15 million was allocated for reappraisal reimbursement in FY 1989, and two quarterly payments have already been made to counties. The remaining two payments will be based on the counties' final parcel counts as of January 1, 1989. All KSCAMA enhancement costs (e.g. Hearing Tracking Module) are paid to the contractor from the reimbursement fund on behalf of the counties.

Continuation of funding will be a topic for this year's legislative session. A very sophisticated and expensive system has been put into place and must now be maintained. Counties are required to update values annually with a physical inspection every four years beginning in 1990. Many have found it difficult to complete reappraisal even with State funding; many will certainly have difficulties maintaining appraised values without it. \$5.5 million has been included in the Governor's budget recommendation for county reimbursement in Fiscal Year 1990. Its inclusion in the final appropriation may mean the difference in some counties' abilities to continue maintenance. This is a subject that will have to be studied very carefully this year so that all options and consequences are considered.

The most important thing to keep in mind is that, although we have all been working toward "January 1, 1989," reappraisal is not over, and that date really had little significance. Counties have until March 1 to mail change of value notices. Indeed, we recommend that counties stagger their distribution to avoid an overload of inquiries at one time. Taxpayer hearings will last through mid-June, maintenance work must proceed, there will be hearings for those paying under protest, and the entire process repeats itself again and again. Reappraisal is not a one-time project; it is an established system which ensures that appraisal and the ad valorem tax program maintains equity and uniformity for all Kansans.

SENATE EDUCATION COMMITTEE  
REAPPRAISAL UPDATE  
JANUARY 30, 1989

I. Reappraisal Milestones

- A. Following are the dates by which we expect the remaining major phases of reappraisal will be completed.

3/1/89 Final Value Review/Mailing Change of Value Notices  
for All Counties - Complete  
PVD Certification of Completion - Complete

4/1/89 Informal Hearings - Complete

4/15/89 Post Values to AA/Value Certification to County Clerk

5/15/89 Hearing Panels - Complete

6/15/89 County BOE - Complete

7/1/89 County Assessed Value Abstracts to PVD Director

11/15/89 County Updated Assessed Value & Tax Abstracts to PVD Dir

12/1/89 Informal Hearings for 1989 Tax Bills Paid Under Protest

- B. As long as counties meet the statutory deadline of March 1, they may mail change of value notices anytime. Smaller counties will have no problems delaying their mailing until mid-February. For large counties, we recommend phased mailings of several batches so that they are not inundated with all phone calls and hearings at the same time.

- C. See chart for individual county schedules. 14 counties have certified all or partial (e.g. all residential parcels) completion.

- D. We still expect that a few counties will not finish by March 1 but at this time we do not know who or how many. We do anticipate that all will finish and distribute tax bills based on the new amounts.

II. Status

- A. As we near the completion date of reappraisal, many major phases that we have concentrated on for a long time are winding down.

1. Mapping and data collection are both virtually finished.
2. Use value data has been released to counties for individual application. PVD-appraised feedlot valuations have been distributed. To date, PVD has established values for 130 feedlots with a total market valuation of nearly \$70 million.

3. CAMA: Release 5, the Hearing Tracking Module is being installed.
- B. Emphasis is now on statistical analysis, final review, hearings, and maintenance.
  - C. Public Relations - Revolving around hearings and appeals
    1. Wichita Eagle-Beacon Tabloid of Dec. 18th reached their Sunday circulation of 195,000. Counties have purchased approximately 180,000 additional copies to distribute to their taxpayers. The Topeka Capital Journal is sending out another 80,000 copies Feb. 3, and it is being reprinted in several other papers, including the Kansas City Star.
    2. Hearings & Appeals Brochure/Slide Presentation - Available in every county appraiser's office.
- III. Hearings and Appeals - House Bill 2702 was signed by the Governor on 4/19/88.
1. Levels of Appeals - Each step in the county's procedure must be followed.
    - a. Informal - Appraiser
    - b. Formal - Hearing officers, panels and BOE.
  2. Payment under protest - informal meeting with county appraiser required before going to SBOTA.
  3. The Hearing Tracking Module for KSCAMA automates most of the report/correspondence generation. A number of forms have been developed for uniform use, including Change of Value Notice and Hearing Officer/Panel and BOE Appeal Forms.
  4. 76 counties will have only BOE hearings; 18 will have hearing officers; 16 will have hearing panels; 6 will have both officers and panels. All counties will pay their officers/panels. Average salary is \$7-10 per hour for small counties and \$10-20 for larger counties.

#### IV. County Ratings

The rating system is no longer used. As March 1 approaches, our options for dealing with counties experiencing severe problems have become extremely limited. Therefore, we are working with and monitoring every project very closely.

#### V. Data Availability for School Finance - See Chart

#### VI. Questions

Informal Hearings Statewide

Reg/ Co#	County	Appr	FY 89	JAN	JAN	JAN	JAN	JAN/FEB	FEB	FEB	FEB	FEB/MAR	MAR	MAR	MAR	MAR/APR
Dist	Name	Cont	Parcel	2 - 7	9 -14	16-21	23-28	30- 4	6-11	13-18	20-25	27- 4	6-11	13-18	20-25	27- 1
A-5	001 Allen	* CARDW	10165									MD	D_DE	D_DE	D_DE	D_DE
A-5	002 Anderson	* CARDW	6813									MD	DDDE	DDDE	DDDE	DDDE
A-2	003 Atchison	* SOONR	8939						M	EDED_D	EDED_D	EDED_D	EDED_D	EDED_D	EDED_D	EDED_D
D-2	004 Barber	* C-L-T	6341				T			M		DD	DDDD	DDD		
B-4	005 Barton	** C-L-T	16748						C			DD	DDDD	DDDD		
C-1	006 Bourbon	* C-L-T	11395							M	DDEED	DDMEE	DDEED	DDEED	DDEED	DDEED
A-2	007 Brown	* CK&E	8245						M	DD	DDDD	DD				
C-3	008 Butler	* C-L-T	26289							M	DMEEED	DMEEED	DDEEE	DDEEE	DDEEE	DDEEED
C-3	009 Chase	* INHSE	4007						M	DD_ED	DD_ED	DD_ED	DD_ED	DD_ED	DD_ED	DD_ED
C-1	010 Chautauqua	* INHSE	5125				CM	DD	DDDD	DDDD						
C-1	011 Cherokee	* C-L-T	15000						M	DEED	DDEED	DDMEE	DDEED	DDEED	DDEED	DDEEED
B-3	012 Cheyenne	* CK&E	4626						C	M		DD	DDDD	DDDD	DDDD	DDDD
D-2	013 Clark	* INHSE	3887	T					M	DEM	DD	DD	DD	DD	DD	DD
A-3	014 Clay	* INHSE	7072									M		DEEE	EEEEEE	EEEEEE
B-1	015 Cloud	* SOONR	8975				C	M	DEDE_D	MEDE_D	DEDE_D	DE				
A-5	016 Coffey	* INHSE	7648						M	DDE_DD	DDE_DD	D_EDDD	D_EDDD	D_EDDD	D_EDDD	D_EDDD
D-2	017 Comanche	* CK&E	3218		T					MDE	DED	DED	DED	DED	DED	DED
C-4	018 Cowley	* INHSE	20750	CR	DEMD	DEMDD	DEMDD	DEDD	DEDD	DEDD	DEDD	DEDD	DEDD	DEDD	DEDD	DEDD
C-1	019 Crawford	* C-L-T	22063						M		M	DDDD	DDDD	DDDD	DDDD	DDDD
B-2	020 Decatur	* CK&E	4978								C	M	DD	DDDD	DDDD	DDDD
A-3	021 Dickinson	* SOONR	12443							M	MDD	DDDD	DDDD	DDDD	DDDD	DDDD
A-2	022 Doniphan	* CARDW	6802							M	M	MEDD	DEDD	DDEDD	DDEDD	DDEDD
A-4	023 Douglas	* INHSE	26505					CP	M	DEDEM	DEDEM	DEDED	DEDED	DEDED	DEDED	DEDED
D-2	024 Edwards	* CK&E	4346		T					MDE	DDE	DDE	DDE	DDE	DDE	DDE
C-3	025 Elk	* INHSE	4531						M	DMEDD	DED	DED	DED	DED	DED	DED
B-4	026 Ellis	* C-L-T	13767						C	M		DDMEE	DDEED	DDEED	DDEED	DDEED
B-5	027 Ellsworth	* CK&E	5950						CA	M	DDDED	DDDED	DDDED	DDDED	DDDED	DDDED
D-1	028 Finney	* CK&E	13436		T					M	DEEEM	DEEME	DEEE	DEEE	DEEE	DEEE
D-2	029 Ford	* INHSE	15000				C	M	EEEMDD	EEEMDD	EEEM_D	EEEE	EEEE	EEEE	EEEE_D	EEEE
A-4	030 Franklin	* INHSE	11350							M	DD	DDDD	DDDD	DDDD	DDDD	DDDD
C-3	031 Geary	* SOONR	9746					C	M	DDDD	DDDD	DDDD	DDDD	DDDD	DDDD	DDDD
B-3	032 Gove	* C-L-T	4540							C	M		DD	DDDD	DDDD	DDDD
B-2	033 Graham	* C-L-T	5148							M		DEDD	DEMDD	DEDD	DEDD	DEDD
D-3	034 Grant	* LANDM	4149		T	C	M	DD	DD	DD	DD					
D-1	035 Gray	* C-L-T	4705		T					M	DDDE	DDDE	DDDE	DDDE	DDDE	DDDE
D-1	036 Greeley	* LANDM	3141			T				M		DD	DDDD	DD		
C-3	037 Greenwood	* INHSE	8397							M	MDEED	DMEEED	DDEED	DDEED	DE	
D-3	038 Hamilton	* LANDM	4035				T				M		DD	DDDD	DD	
D-4	039 Harper	* C-L-T	7010							M	DDEED	DDEED	DDMEE	DDEED	DDEED	DDEED
D-4	040 Harvey	* C-L-T	14808							M	DEED	DEED	DDMED	DEED	DEED	DEED
D-3	041 Haskell	* LANDM	2955	T	C	M	DEDD	DEDD								
D-1	042 Hodgeman	* CK&E	3346				T				MDD	DED	DED	DED	DED	DED
A-2	043 Jackson	* MVEST	7737							M	EEE	EEEE	EEEE	EEEE	EEEE	EEEE
A-2	044 Jefferson	* MVEST	13704									M	DEDD	DEDD	DEDD	DEDD
B-1	045 Jewell	* PEARS	6985							C	M	DEED	DEED	DEED	DEED	DEED
A-1	046 Johnson	* INHSE	124000	CR		M	MDEE	MDEE	MDEED	MDEED	MDEED	MDEED	DEEED	DEEED	DEEED	DEEED
D-1	047 Kearny	* LANDM	3677	T	C	M	DEDD	DEDD								
D-4	048 Kingman	* C-L-T	7115							M	DDDE	DDDE	DDMED	DDMED	DDMED	DDMED
D-2	049 Kiowa	* CK&E	3952			T				M	DDDE	DDE	DDE	DDE	DDE	DDE
C-2	050 Labette	* C-L-T	15040							M	DME	DDEE_D	DDMEE	DDEED	DDEED	DDEED



Informal Hearings Statewide

Reg/ Co#	County	Appr	FY 89	JAN	JAN	JAN	JAN	JAN/FEB	FEB	FEB	FEB	FEB/MAR	MAR	MAR	MAR	MAR/APR
Dist	Name	Cont	Parcel	2 - 7	9 -14	16-21	23-28	30- 4	6-11	13-18	20-25	27- 4	6-11	13-18	20-25	27- 1
D-1	051 Lane	* LANDM	3444		T		M		DEDDD	DEDDD	D					
A-2	052 Leavenworth	* SOONR	20658					M	DDEDDD	MDEDDD	MDEDDD	DDEDDD	DDEDDD	DDEDDD	DDEDDD	DDEDDD
B-5	053 Lincoln	* PEARS	4862					CM		DDDDD	DDDDD					
C-1	054 Linn	* C-L-T	18799						M	DDED	DDED	DDED	DDED	DDED	DDED	DDED
B-3	055 Logan	* C-L-T	4671						C	DDD	DDMED	DDMED	DDMED	DDMED	DDMED	DDMED
A-5	056 Lyon	* INHSE	16421				Cr	M	M	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	D	
C-3	057 Marion	* INHSE	11408						DDEEMD	DEDEDD	DEDEDD	DEE				
A-3	058 Marshall	* CK&E	9850					M	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
B-5	059 McPherson	* SOONR	15600	CA	M		DMDEE	MDEE	DDEE	MEDED	DEDED	DEDED	DEDED	DEDED	DEDED	DEDED
D-3	060 Meade	* CK&E	4919		CA		M	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD
A-4	061 Miami	* C-L-T	12078						M		DDMEE	DDDEE	DDDEE	DDDEE	DDDEE	DDDEE
B-1	062 Mitchell	* SOONR	6848						C	M	DDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
C-2	063 Montgomery	* C-L-T	22269						M	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
C-3	064 Morris	* INHSE	6008						M		DDD	DDDD	DDDD	DDDD	DDDD	DDDD
D-3	065 Horton	* LANDM	4317				T		M		DEDD	DDEDDD	DDD			
A-3	066 Nemaha	* CK&E	7884							M	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
C-2	067 Neosho	* C-L-T	11029							DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
B-4	068 Ness	* SLAPP	5632						M	M	ADEDDF	ADEDDF				
B-2	069 Norton	* C-L-T	5876						C	M		DDDE	DDDE	DDDE	DDDE	DDDE
A-5	070 Osage	MWEST	10850						M	M		EDD	DDED	DDED	DDED	DDED
B-1	071 Osborne	* INHSE	6230							C	M		DDDD	DDDD	DDDD	DDDD
B-5	072 Ottawa	* SOONR	5960							C	M		DDDD	DDDD	DDDD	DDDD
B-4	073 Pawnee	* CK&E	6022							M	DDE	DDE	DDE	WDD	DDE	DDE
B-2	074 Phillips	* C-L-T	7147						C	M		DDDDD	DDDDD	DDEED	DDEED	
A-3	075 Pottawatomie	* CK&E	10980							M		DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
D-2	076 Pratt	* CARDW	7611		T				M	DD	DDDD	DDDD	DDDD	DDDD	DDDD	DDDD
B-3	077 Rawlins	* CK&E	4859							C	M		DDDD	DDDD	DDDD	DDDD
D-4	078 Reno	* C-L-T	39910				T		M	DMDE	MDDEE	MDDEE	DDEED	DDEED	DDEED	DDEED
B-1	079 Republic	* PEARS	7156						M		DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD
E-5	080 Rice	* CK&E	9147							C	M		DDDDD	DDDDD	DDDDD	DDDDD
A-3	081 Riley	* CK&E	18553							M		DDDDD	DDDDD	DDDDD	DDDDD	DDDDD
B-2	082 Rooks	* PEARS	6492							C	M		MDDE	DDED	DDED	DDED
B-4	083 Rush	* C-L-T	5423						C	M	ED	DDMEE	DDEED	DDEED	DDEED	DDEED
B-4	084 Russell	* CK&E	7775						C	M	EDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD
B-5	085 Saline	* C-L-T	22675						CRM		DDEED	DDMEED	DDEED	DDEED	DDEED	DDEED
D-1	086 Scott	* C-L-T	4518							M	DEME	DEME	DEE	DEE	DEE	DEE
D-4	087 Sedgwick	* SAS&S	150000	CA			M	DDEMD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD	DDEDD
D-3	088 Seward	* CK&E	9310				T			MEEE	EEEE	MEME	EEEE	EEEE	EEEE	EEEE
A-4	089 Shawnee	* C-L-T	64500							DEEMD	DEEED	DEMED	DEEED	DEED	DEED	DEED
B-2	090 Sheridan	* CK&E	3904						C	M		DDED	DDED	DDED	DDED	DDED
B-3	091 Sherman	* CK&E	6000							C	M		DDDD	DDDD	DDDD	DDDD
B-1	092 Smith	* CK&E	6902						C	M		DEED	DDEED	DEEE	DEEE	DEEE
D-2	093 Stafford	* CK&E	5837				T			MDE	DDE	DDE	DDE	DDE	DDE	DDE
D-3	094 Stanton	* LANDM	2914		T					M			DD	DDEDDD	DD	
D-3	095 Stevens	* LANDM	4218				T			M					DD	DDEDDD
D-4	096 Sumner	* C-L-T	16441							M	DEEMD	DEMED	DEEED	DEMDD	DEED	DEED
B-3	097 Thomas	* CK&E	7515								C	M		DDDD	DDDD	DDDD
B-2	098 Trego	* C-L-T	4468						C	M		DDDD	DDDD	DDDD	DDDD	DDDD
A-4	099 Mabaunsee	* MWEST	6250					M		DDME	DDDE	DDDE	DDDE	DDDE	DDDE	DDDE
B-3	100 Wallace	* C-L-T	2707						C		M	DD	DDDD	DDDE	DDDE	DDDE

Informal Hearings Statewide

Reg/ Co#	County	Appr	FY 89	JAN	JAN	JAN	JAN	JAN/FEB	FEB	FEB	FEB	FEB/MAR	MAR	MAR	MAR	MAR/APR
Dist	Name	Cont	Parcel	2 - 7	9 -14	16-21	23-28	30- 4	6-11	13-18	20-25	27- 4	6-11	13-18	20-25	27- 1
A-3	101 Washington	* CK8C	7730						M		DDDD	DDDD	DDDD	DD		
D-1	102 Wichita	* C-L-T	3163			T				DDEED	DDEED	DDE				
C-2	103 Wilson	* CK8E	10253							MEED	MEED	DMEED	DDEED	DDEED	DDEED	DDEED
A-5	104 Woodson	* CARDW	4910								M	DD	DD	D	D	D
A-4	105 Wyandotte	* INHSE	67348			M	MDEED	MDEED	DDDEED	DDEED	DDEED	DDEED	DDEED	DDEED	DDEED	DDEED
*** Total ***																

1328853

ESTIMATED DATES OF  
REAPPRAISAL REAL PROPERTY VALUES\*

1/10/89

<u>Type of Value Report</u>	<u>Source</u>	<u>Approx Date Available</u>	<u>% of Counties</u>	<u>Comments</u>	<u>Format</u>	<u>Area</u>
CVN (Market/Assessed)	Appr	2/1/89	50%**	Unadjusted for informal hearings	Tape (T)/Disk (D)	Parcel ID/ Unit/ District
CVN (Market/Assessed)	Appr	3/1/89	95%	Unadjusted for informal hearings	T/D	Parcel ID
Appraiser's Final Market	Appr	4/25/89	90%	Reflect most Informal Changes	Appraiser Roll - P/T/D	Parcel ID
Prelim Appraisal/ Assessment Roll	Clerk	5/1/89	95%	Classified totals No BOE changes	Preliminary Abstract - P	Unit
Interim Appraisal/ Assessment Roll	Clerk	7/15/89	95%	Abstract must be filed with PVD Director 7/1 All BOE changes by 6/15 No SBTA changes	Abstract - P/T/D	Unit/ District
Final Assessment Roll	Clerk	9/1/89	95%	All BOE changes Some SBTA changes Clerical errors corrected	Abstract - P/T/D	Unit/ District
Tax Roll/ Tax Notices	Treas	12/15/89	100%	All changes except some SBTA and court appeals	Roll - P/T/D	Unit/ District

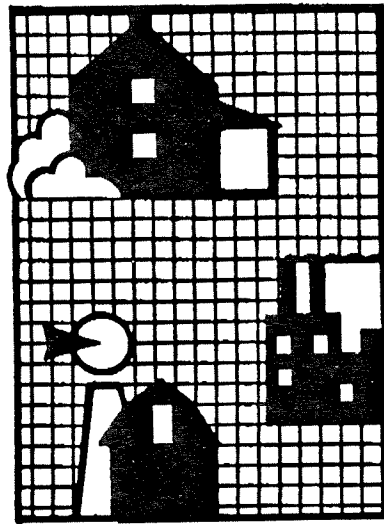
\* These reports will not include personal property.

\*\* Number does not reflect phased CVN counties.



Kansas Department of Revenue  
Division of Property Valuation  
Robert B. Docking State Office Building  
Topeka, Kansas 66612-1585

## REAPPRAISAL IN KANSAS



## The Hearings and Appeals Process

PV-RA-27  
(12-88)

During the past three years, the counties and the State of Kansas have been working to accomplish a legislatively-mandated statewide reappraisal. All real property in the state has been reappraised with the goal of establishing uniform and equitable fair market valuations as of January 1, 1989.

### HOW WILL I BE NOTIFIED OF MY NEW PROPERTY VALUE?

All Kansas property owners will be notified by mail of the new property valuations between January 1 and March 1, 1989.

### IS THERE ANY RELATIONSHIP BETWEEN THE NEW ASSESSED VALUE AND LAST YEAR'S ASSESSED VALUE?

There is absolutely **NO** relationship between old assessed values, new assessed values and taxes. The new assessed value represents, in part, a new classification system which did not exist in the past.



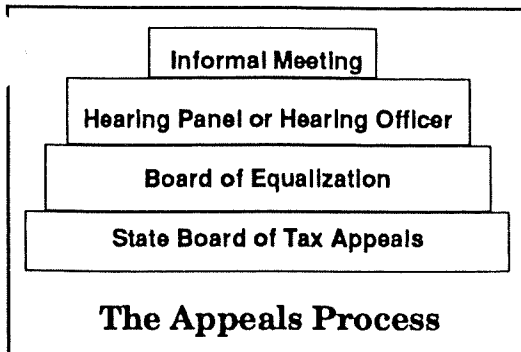
### HOW WILL MY PROPERTY TAXES CHANGE AS A RESULT OF THE NEW APPRAISED VALUES?

It is not possible to definitely say how the property tax liability of any individual property owner will be affected by the new appraised value. That will depend on many factors, including the current level of assessment, how that assessment compares to similar properties and the mix of taxable property values within the taxing unit where the property is located. A Constitutional Amendment approved by voters in 1986 enacted a classification system on January 1, 1989, wherein different types of property are assessed at different percentages of value. This will also have a strong impact on property taxes.\*

It is important to know that the reappraisal legislation requires local governments to adjust their property tax rates in the year following reappraisal so these local governments do not receive any more tax dollars than they normally would because of reappraisal.

Although county appraisers have no control over the amount of taxes levied on properties, they are responsible for establishing the fair market values upon which assessments are based. Therefore, the 1988 Kansas Legislature enacted legislation which provides a comprehensive step-by-step hearings and appeals process for property owners who wish to review or challenge the final value estimate of their property.

\*A detailed explanation of classification can be found in "Understanding Reappraisal and Classification", another brochure available from this office.



**HOW DOES THE HEARINGS AND APPEALS PROCESS WORK?**

The hearings and appeals process consists of a series of four steps which Kansas property owners must follow if they disagree with their new property value estimate. The appeals process will move from a lower to a higher level **ONLY** if the property owner and county appraiser are not in agreement with the decision. **Each step in the county's appeal procedure must be followed.**

The first step is an **Informal Meeting** between the county appraiser and the property owner to discuss the determined value and consider all pertinent data.

If the problem is not resolved, the second step by the property owner is to file a formal appeal to a **Hearing Officer or Hearing Panel**. It is important to note that the hearing officer or hearing panel is an option in the appeal process that may not be available in all counties.

If the county does not have a hearing officer or hearing panel, or if the property owner is not satisfied with their decision, the third step is a formal appeal to the **County Board of Equalization**.

If still not satisfied, the property owner may formally appeal to the **State Board of Tax Appeals** in Topeka. If the decision by the Board is not satisfactory, legal proceedings may be initiated by the property owner with the District Court of the judicial district where the property dispute is located.

**HOW LONG WILL THE HEARINGS AND APPEALS PROCESS LAST?**

The entire hearings and appeals process, from the first informal meeting to a decision by the State Board of Tax Appeals could extend over a period of six to nine months. However, if the property owner and county appraiser reach a mutually agreeable solution at any stage, the process could be completed in a few weeks. If litigation results, the time frame would be determined by the case load of the judicial district.

**APPEALS CALENDAR 1989**

1. Notices of Value Mailed Between January 1 and March 1
2. Informal Hearings Begin After January 1
3. Informal Hearings End April 1
4. Hearing Panel Begins After January 15
5. Hearing Panel Adjourns May 15
6. Board of Equalization Begins After February 1
7. Board of Equalization Adjourns by June 15

**WHAT MUST I DO IF I DISAGREE WITH THE NEW PROPERTY VALUATION?**

If any Kansas property owner believes the valuation of their property is incorrect or is not uniform with that of like property, they are required to meet informally with the county appraiser to discuss the matter.



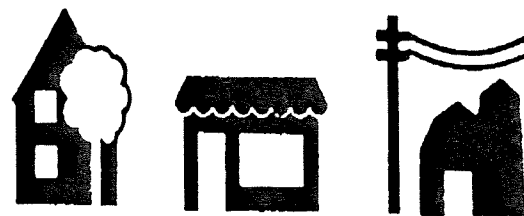
**HOW LONG DO I HAVE TO CONTACT THE COUNTY APPRAISER?**

Kansas property owners have only **18 days** from the date of the mailing of the notice to begin the appeals process. Any delay by the property owner beyond that 18-day period could end the appeal option.

**WHAT INFORMATION SHOULD I BRING TO THE MEETING OR HEARING?**

For the county appraiser to consider a change in value for a property, the owner will need to provide the following types of documents:

- A recent appraisal report of the property prepared by a professional appraiser;
- The sales contract if the property was purchased within the last 3 years;
- Verifiable sales information of recently sold properties in the neighborhood which are comparable to the property in question;
- Photos and contractor/engineering estimates of the cost to repair any structural damage to the property if the owner feels the damage was not fully considered by the appraiser;
- Rental and expense information if the property is an income producing investment.



**WHAT WILL HAPPEN AT THE INFORMAL HEARING?**

The informal hearing will last 15 to 20 minutes. During that time, the county appraiser will:

- Review the property data.
- Explain the valuation reports.
- Consider additional information supplied by the property owner.
- Answer any questions the property owner may have.

**HOW WILL I KNOW IF A CHANGE TO MY PROPERTY VALUE HAS BEEN MADE AS A RESULT OF A HEARING?**

The property owner will be notified by mail of the results of the informal hearing.

However, any changes made in the property value as a result of a formal hearing with the hearing officer or panel, or the Board of Equalization, must first be reviewed by the State Division of Property Valuation. The results of this review will be mailed to the property owner and the county appraiser.

**DO I HAVE TO BE PRESENT AT THE HEARING OR CAN SOMEONE ELSE REPRESENT MY INTERESTS?**

Any property owner who intends to be represented by an agent (any person other than the owner of the property) must complete a "Declaration of Representative" form. This form will be provided upon request.

**WHOM SHOULD I CALL IF I HAVE MORE QUESTIONS?**

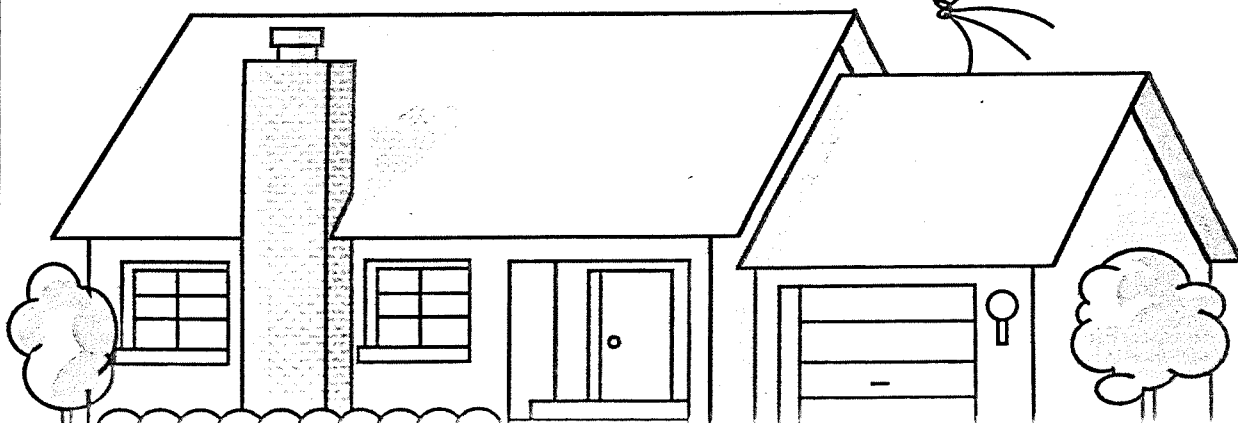
If there are additional questions or comments about the hearings and appeals process or the reappraisal process, please contact us.

Kansas Department of Revenue  
 Division of Property Valuation  
 (913) 296-2365

# YOUR PROPERTY TAXES

Understanding  
The New Rules

A  
Property  
Owner's  
Guide to  
Reappraisal  
and  
Classification



## YOUR PROPERTY TAXES

Understanding the new rules

### Table of Contents

#### **YOUR NEW PROPERTY VALUE**

**3** An explanation of the steps involved in the reappraisal of your property.

#### **MYTHS AND FACTS**

**4** Misconceptions about reappraisal, and some do's and don't's to simplify it.

#### **A TAX BILL WORKSHEET**

**5** How to estimate your 1989 tax bill based on your revised property value.

#### **THE APPEALS PROCESS**

**6** How to file an appeal of your property's valuation.

#### **WHO WILL PAY**

**8** A comparison of property types and the tax burdens they could carry after reappraisal.

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**9** How selected counties are expected to fare, and a look at exempted properties.

#### **HOW IT ALL STARTED**

**10** A look at the forces that drove the reappraisal effort.

#### **THE REAPPRAISAL LINGO**

**10** A glossary of official terms that you'll be hearing a lot in coming months.

#### **WHO TO CALL**

**11** A listing of telephone numbers for more information on appraisals and appeals.

### How to use this guide

**Homeowners** — Pay special attention to the story on page 3 on how property is appraised, most importantly residential property. Also note the stories on appealing your property values on pages 6-7. Be sure to look at page 4 to find out what to bring to your appeals hearing. Check the worksheet and projected mill rates on page 5.

**Farmers and farmland owners** — Pay special attention to the stories on page 3 on how property is appraised, especially agricultural use value appraisals. Check the worksheet and projected mill rates on page 5.

**Commercial property owners** — Pay attention to the stories on the appeals process on pages 6-7 because if you appeal, you will appeal your personal property values and your real estate values separately. Check the worksheet and projected mill rates on page 5.

**ABOUT THIS REPORT:** Eagle-Beacon staff writer Alissa Rubin

## BRACING FOR 1989

*By Dec. 31, every piece of property in the state will have its value updated. For many, that means a change in their tax bills.*

Most of the money that buys the street light on your corner, pays the policeman on the beat, buys the bandages for your county health nurse, operates the school system and repairs your county roads comes from your pocket in the form of local property taxes.

That's why the major changes coming up next year in the way that tax burden is spread around are important.

Every year, when county commissions, city councils, school boards and township commissioners determine their budgets, they are deciding what services you will get and how much you will pay for them.

They apportion the burden by attaching a dollar value to each piece of taxable property in the county, then levying a tax of so much per \$1,000 in value on those properties. This is supposed to ensure that every property owner pays a fair share of the cost of local governments.

The three crucial ingredients in your tax bill are: the appraised value (also known as the market value) of your property; the part of it that is taxed (the assessed value); and the local mill levy, the tax on every \$1,000 in value.

This appears simple enough. However, as neighborhoods improve or decay and home and business owners improve their property or let it fall into disrepair, appraised values change. Unless those values are updated, property taxes will not reflect the true worth of the property and will be unfair.

Kansas property values, in most counties, have not been reviewed or updated in more than 20 years. In some counties, appraisers have put new property on the tax rolls at the property's current value; in other counties they have adjusted the value back to what it would have been in 1965, the year of the last statewide reappraisal.

Property taxes in Kansas are a chaotic hodgepodge of appraisal methods and assessments, say lawmakers, appraisers and state officials.

Reappraisal and classification, the new Kansas property tax laws, are designed to bring fairness, rationality and statewide uniformity to the method of appraising and assessing property.

Whether you are a homeowner in Wichita, a farmer in Rush County, a lawyer in Rolla; whether you are a mechanic in Greenleaf or a landlord in Manhattan; whether you live in a rental apartment or own a condominium, the new Kansas property tax laws will affect your cost of living or doing business when they go into effect Jan. 1.

Reappraisal, ordered by the Legislature in 1985, requires that an updated property value be assigned to every piece of property. That new appraised value — on which your tax bill will be based — is approximately the price that property would bring if you were to sell it.

The Kansas Legislature is one of several legislatures that in recent years has voted to require a statewide property reappraisal to bring property values up-to-date.

Classification, an amendment to the Kansas Constitution, was approved by voters in 1986. It requires that different kinds of property be taxed at different rates.

That's a sharp break from the provision that for 125 years had required all property be taxed uniformly and equally.

However, only a handful of states have tried to overhaul property tax values at the same time that they put classification in place.

In each case, an appraised value will be assigned to a property and taxes will be levied on a portion of that value, called the assessed value.

Residential property will be taxed at 12 percent of its value; business, commercial and industrial property at 30 percent; machinery and equipment at 20 percent and agricultural land at 30 percent of its use value. Livestock and merchants' and manufacturers' inventories will be exempt from property taxes.

In general, the different rates locked into law the levels of assessment that were typical in most counties for most property. This especially cushioned homeowners from staggering increases in property taxes that legislators thought might follow reappraisal.

By letting its property values get out of date — by falling behind inflation and failing to account for improvement or deterioration in neighborhoods — the state was breaking its own laws. And correcting it will not be easy.

The Legislature was nervous about reappraisal. There were vast inequities in appraisals of similar pieces of property because property values changed tremendously since the last reappraisal.

Many properties were effectively assessed at considerably lower rates than required by the constitution. Under that law, the assessed value of every property was to have been 30 percent of its appraised value.

But homeowners were paying taxes based on about 8 percent of the property's value and businesses were paying taxes based on about 12 percent. Only state-assessed utilities and railroads, which are reappraised annually, were

There has been no statewide property reappraisal for more than 20 years.



## Calculating your property value

County appraisers and their staffs, or a professional reappraisal company hired by the county, followed these steps to calculate your property value.

### RESIDENTIAL

**Step One** — Establish the value of the land as if there were no house or other structure on it. This will be added to the value of the house to arrive at its total value.

**Step Two** — Establish the value of the buildings. The appraiser determines both how much the house would be worth if it were for sale and how much it would cost to build a house with similar amenities.

This is done by visiting the house and checking several dozen basic characteristics: age, quality, condition, size and type of heating and cooling system, whether it has a fireplace, a basement, an attic, and what it is made of.

Factors in its sale value include the neighborhood and the home's location in the neighborhood — whether it's a corner lot, if it's across the street from a golf course or a nuclear power plant.

Factors in its cost value include its size, what it's made of and its amenities — heating and cooling system, number of bathrooms and many other items. Depreciation is figured into the final calculation.

**Step Three** — Check the value in Step Two by calculating the price for similar homes in the same or a similar neighborhood and comparing the two values.

The appraiser uses a computer to find homes with characteristics similar to yours. Appraisers pick out up to five homes that are similar in description to yours and check the sales prices of those homes against the value calculated by the cost method.

**Step Four** — The computer meshes the values arrived at by the different methods.

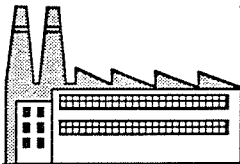
Residential properties are assessed at 12 percent of market value.

**MOBILE HOMES.** Appraisals of stationary mobile homes are similar to those of houses.

Mobile homes are also graded on the type of home, year built and the manufacturer.

If you own both the mobile homes and the land on which the home is sitting, your appraisal includes both elements.

Mobile homes used for residential purposes are assessed at 12 percent.



### COMMERCIAL

Business appraisals are more complex than residential because they must also reflect the property's ability to produce rental income.

**Step One** — Determine the value of the land based in part on the sale of vacant lots of similar size.

**Step Two** — Determine the value of the building based on construction costs, less depreciation.

**Step Three** — Determine the economic conditions that might affect depreciation. In depressed markets, such as Hays and Great Bend, and boom markets, like Garden City and Johnson County, economic factors can inflate or deflate sale prices for property. Appraisers have the option of using this in determining depreciation.

**Step Four** — Determine how much rent the property would generate if it were rented and how much it costs to maintain it.

The property's location, vacancy rate, utility bills, maintenance, insurance and property taxes are taken into account. Appraisers tried to obtain income and expense information from individual property owners. In addition, they used national statistics, adjusted to the local market, of income and expenses for similar properties to estimate your property's income.

**Step Five** — Determine the property's market value by looking at sales of similar property.

**Step Six** — The final appraisal meshes values arrived at by the income, cost and sales approaches.

Businesses are assessed at 30 percent of their appraised or market value.

**Step Seven** — Determine the value of business equipment and machinery based on business owners' description of it. Equipment is assessed at no less than 30 percent of its appraised or market value.

### AGRICULTURAL LAND

The value of a farmer's land is based on its ability to generate income.

Average county yields and what farmers have grown over the past eight years were used to figure that amount.

If a county, on the average, has half its crop in wheat and half in corn, all farmers in that county will be appraised as if they had that mix.

Because farmers rotate crops and their yields vary, it was too difficult to look at what each farmer planted.

The constitutional amendment exempts all farm livestock from taxation. Machinery and equipment, if used exclusively by the farmer, is also exempt. Property in the Conservation Reserve Program is valued as if crops were planted on it in the same proportions as in the rest of the county.

**Step One** — Determine typical proportions of different crops and yields for every Kansas county over eight years. Determine commodity prices over eight years. Determine typical production costs associated with farming different soils or keeping cattle on rangeland over eight years.

**Step Two** — Apply a formula to determine the worth of the land based on the income it can produce. This takes into account the typical income and expenses to the landlord if the land is used for pasture or crops, and reflects the ease of growing those crops in the kinds of soil typical of each county.

**Step Three** — Interview landowners to learn specific characteristics that affect the land's ability to produce crops.

Some frequent problems include regular flooding, prairie dog infestation, noxious weeds, forestation, excessive erosion, high incidence of hail. In some cases, these interviews were not done. Agricultural landowners who feel adverse factors affect their production or the rental rate of their rangeland should talk to their county appraiser.

**Step Four** — The final value takes into account the rate of return from the land and the net income.

Agricultural land is assessed at 30 percent of use value.

# HERE'S HOW YOUR PROPERTY WAS REVALUED

*Reappraisal is just an estimate of how much someone would spend to buy your house, a business or your land.*

New values for every piece of property in Kansas will go on the tax rolls on Jan. 1.

Whether you own a house or a small business, 100 acres of rangeland or a mobile home, your property has been reviewed and you will receive notification of its new value between January and March.

The new values are the result of reappraisal and should represent the current market value of the property. The last statewide reappraisal was done in the mid-1960s and the value of many pieces of property are not up-to-date.

The calculation of your 1990 tax bill will be based on these new values. It is important that you review your new value closely and make sure you agree with the number. If you have any questions about how your county appraiser determined the value, you should contact him or her and set up an appointment to discuss it.

The goal of reappraisal is to figure out the amount of money that a well-informed buyer is justified in paying and a well-informed seller is justified in accepting for a piece of property. It assumes that the buyer and seller do not make special deals with each other.

Reappraisal for all property follows the same basic steps: locating the property on a map; gathering dollar figures on the sales of similar types of property; gathering information about the property — its dimensions, location, and particulars of the house, business or crop that is on it.

There are four ways that state and county appraisers are determining the value of property. Depending on the type of property, the approach that is emphasized differs.

destroyed. That amount, minus a figure that represents its loss in value because of depreciation, gives its net cost.

The value of the land and the residence are figured separately, then added to produce the total valuation.

### THE SALES APPROACH

This involves estimating the value of unsold property on the basis of prices of similar properties that have sold recently.

### THE INCOME APPROACH

This involves appraising properties on the basis of their ability to generate rental income. The income approach would be used for rental properties — apartments, houses, businesses. The appraiser needs to estimate the landlord's income from the property, taking into consideration its location, type of building, amenities and condition. The use of the property probably will not affect its rental value. For instance, one warehouse in an industrial park could be used for manufacturing computer chips and another for making doughnuts. The computer company would likely have a higher income than the doughnut kitchen, but because the property used for the operations is in an identical location and is the same type, the income (rent) would be similar.

### USE-VALUE APPROACH

This method is used exclusively for farmland. It involves estimating the land's potential for producing crops. Farmers are appraised based on county averages, not on which crops they plant, or their yield.

Residential properties are appraised primarily using the sales and cost approaches.

Business properties are appraised using the cost, income and sales approach.

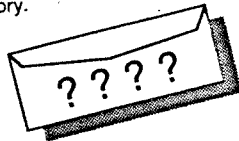


## Myths and facts

Many people will have horror stories to tell about sorting out their property tax bill. There are, however, some common misconceptions that shouldn't cause you headaches. These are a few of the most often-heard myths — and the *real* story.

**MYTH:** Reappraisal is a way for the county to get more money out of taxpayers.

**FACT:** By law, county officials cannot collect more money in 1990 than they did in 1989. Local budgets are frozen at their 1989 level, and can increase only if there is new property added to the county tax rolls or improvements are made on existing properties. State law requires local government to adjust tax rates to prevent any increase in collections. Thus, in some counties the mill levy will rise; in others it will fall, depending on whether the total value of the county goes up or down.



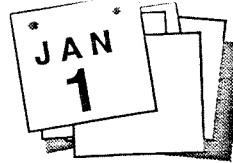
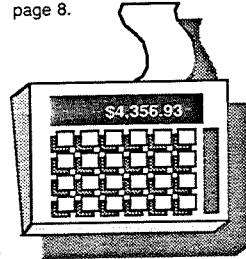
**MYTH:** County appraisers did not come inside my house, so they do not know how to appraise it.

**FACT:** The mass reappraisal of all Kansas property does not require appraisers to visually inspect the interiors of homes. However, appraisers did need to know certain basic information about what was inside your home. They should have left questionnaires at your door during the summer or fall and should have sent out verification forms in November or December. If you didn't receive either form, or feel that something about your home's interior would affect its value and was overlooked, make an appointment to see your appraiser during the appeals process.

**MYTH:** You can figure out your 1989 tax bill by multiplying this year's mill levy by your new assessment.

**FACT:** It is impossible to figure out your exact 1989 tax bill now. If you want to estimate it, use the appropriate mill levy on page 9.

The total value of every Kansas county will change on Jan. 1, and with the change in value will come a change in the mill levy. It is true that urban counties are likely to see a large increase in their value and a corresponding drop in their mill levy. It's also true that rural counties, many of which have lost value, will see a rise in their mill levies. Without knowing your new mill levy, you cannot calculate your tax bill. For a more detailed explanation of the shifts in the property tax burden, see the story on page 8.



**MYTH:** Reappraisal ends Jan. 1, 1989.

**FACT:** Reappraisal will be an ongoing process. All counties are now required by law to completely reappraise all properties every year. From now on counties will reinspect about 25 percent of properties every year. You should get a change of value notice every year, even in years when your value does not change.

**MYTH:** My house was built a long time ago, so my taxes will probably go up.

**FACT:** It's quite a bit more complicated than that. If you have an older home, but live in a neighborhood that has deteriorated, your appraisal will reflect that. Thus, it's possible that your tax bill will not be higher.

However, if you live in an older home that is in good shape, in a better neighborhood, it is possible that your home is underappraised — and that after reappraisal, your property tax bill will rise.

make my tax bill go up.

**FACT:** Reappraisal will make most properties' appraised value go up, but an increase in value does not necessarily mean an increase in your tax bill. If the value of the entire county goes up, the rise or fall of the county's mill levy will determine what happens to your bill.

However, many pieces of property in Kansas are underappraised because the last reappraisal was more than 20 years ago. Tax bills generally will go up on those properties that are undervalued. Those properties that have been sold recently and whose owners are paying taxes based on more recent values should not see a great change in taxes.

But reappraisal is only part of the story. Just as important in figuring the effect of reappraisal is classification.

Classification exempts some property from tax rolls, and other property owners must pick up the difference. In some taxing districts, manufacturers' inventories make up large portions of the tax base. When that inventory goes off the tax rolls, local governments may have to raise taxes — or raise money in some other way — to meet their budgets.

## Do's and Don't's

These suggestions won't reduce your property appraisal or your tax bill, but if you follow them, they should make it easier to understand reappraisal and the appeals procedure.

Remember that however many properties you own and worry about, your appraiser is hearing from hundreds, maybe thousands, of people like you and will appreciate your patience and good humor.

**DO** contact your county appraiser if you have any questions about your appraisal or assessment. For this meeting you do not need to hire a lawyer or a tax agent; it is informal and informational. See page 11 for telephone numbers of the county office

Information to bring includes:

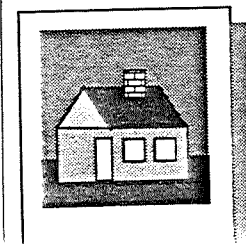


■ A recent fee appraisal of your property. This should be a narrative fee appraisal, not just a letter from a friend in the real estate business that says your home is worth \$60,000. This should be a formal appraisal that you would get if you were putting your home or business on the market and wanted to know how much to ask for it.

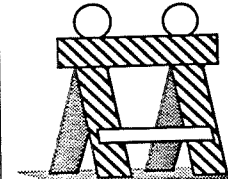
■ The price of several homes similar to yours that were sold recently in your neighborhood. Bring the address and the sales price.

real estate agent. If you bring only the address, the appraiser can check the sales price, but unless the appraiser was able to verify the record of the sale is not open to the public and may be difficult to use as evidence in an appeals hearing.

■ A photograph of your home, or of the item(s) that you think affect the value. If a storm damaged parts of your house, bring a photograph of the damage and make sure the appraiser has noted it.



■ Insurance forms that document any special problem your house might have.

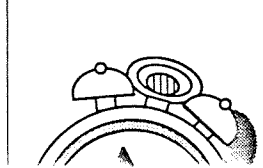


■ Anything that documents something in the neighborhood that might reduce the value of your home or business. If there has been road construction that permanently obstructs the entrance to your business, make a note of it and point it out to the appraiser. If a sulphur plant just opened next door, make sure it is taken into account in your appraisal.

**DON'T** bring an outdated fee appraisal; make sure it is less than two years old.

**DON'T** complain about your tax bill. The appeals process will not address your tax bill. Appraisers — like anyone else — may become a bit irritable if you yell at them. The only way they can help you reduce your tax bill is by reducing your appraisal and, by extension, your assessment. You must prove to them that your appraisal merits reduction if you want to see a decrease in your tax bill.

**DON'T** delay if you plan to appeal your appraisal. There are more than a million properties in the state, and as many as 100,000 other property owners may challenge their appraisals. The sooner you start your appeal, the better off you'll be.



## Work for es your

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# Worksheet for estimating your 1989 tax bill

This is the formula for estimating property taxes in 1989. Taxpayers may pay the full amount in December 1989, or half in December 1989 and half in June 1990.

There are two important numbers: the mill rate in your county and the assessed value of your property according to your change of value notice.

A list of estimated mill rates on a county-by-county basis appears at right. These are estimates. The Property Valuation Division of the Kansas Department of Revenue believes these have a maximum error rate of plus or minus 20 percent. If you wish to figure an accurate estimate of your tax bill, you must take error rate into account.

## What you need to estimate your tax bill:

**A** = Estimated 1989 mill rate  
(see county table at right)

**B** = 1,000  
(divisor used to convert mill rate to a decimal)

**A ÷ B = C**  
(mill rate expressed in decimal form)

**D** = Total assessed value of your property according to the change of value notice you received from your county appraiser.

(You are taxed only on a portion of your property's appraised value. That portion varies depending on the type of property you own — see page 3 for tax rates on different types of property)

**C x D = E** Your estimated tax bill  
(margin of error: plus or minus 20 percent)

**Example:** Determining the tax bill for a house appraised at \$60,000 in rural Chase County:

**A** = 122.30 (rural mill rate in Chase County)

**B** = 1,000

**C** = 0.1223 (Assessed value of a home; 12 percent of \$60,000 market value)

**D** = \$7,200 (Assessed value of a home; 12 percent of \$60,000 market value)

**C** (0.1223) x **D** (\$7,200) = **E** (\$880.56 — the estimated tax bill for this property)

The 20 percent margin of error means you would add and subtract \$176.11 (20 percent of \$880.56) to the bill. On this property, the lowest likely tax bill would be \$704.45 and the highest would be \$1,056.67.

These are estimated 1989 mill levies for every county in Kansas. They are based on average countywide budgets for each county and include a factor to represent the expected increase or decrease in each county's assessed valuation after reappraisal.

They were calculated by the Property Valuation Division of the Kansas Department of Revenue using numbers from the Department of Education and a California consultant hired by the Kansas chapter of the National Education Association. State officials feel these are the most accurate estimates available of 1989 mill levies.

However, they are ESTIMATES and some could have a MARGIN OF ERROR OF PLUS OR MINUS 20 PERCENT. If you wish to use them to estimate your 1989 tax bill, figure out your tax bill using the worksheet. Then, add 20 percent to the total and subtract 20 percent from the total. Those two numbers should give you the range of your 1989 tax bill.

Urban mill rates reflect an extra level of government, because residents must pay for city services, such as sewers, curbs, traffic lights, and in larger cities, some social services.

COUNTY	URBAN	RURAL	COUNTY	URBAN	RURAL
Allen	115.97	104.80	Lincoln	165.44	152.73
Anderson	118.90	113.31	Linn	95.17	61.70
Atchison	155.27	79.82	Logan	144.94	103.26
Barber	94.14	104.08	Lyon	138.15	116.59
Barton	118.25	117.29	Marion	119.47	123.80
Bourbon	154.52	139.08	Marshall	152.48	135.18
Brown	134.58	119.24	McPherson	105.49	96.08
Butter	118.23	103.81	Meade	101.13	64.22
Chase	132.87	122.30	Miami	133.92	83.84
Chautauqua	119.85	92.61	Mitchell	131.33	114.26
Cherokee	120.76	105.39	Montgomery	135.88	111.39
Cheyenne	139.23	110.07	Morris	108.94	120.80
Clark	119.33	88.65	Morton	67.59	62.90
Clay	123.60	127.76	Nemaha	99.33	110.00
Cloud	203.92	145.62	Neosho	168.69	136.19
Coffey	87.39	41.76	Ness	143.88	121.07
Comanche	148.73	109.11	Norton	174.38	132.32
Cowley	130.82	127.91	Osage	118.63	121.43
Crawford	126.66	104.12	Osborne	208.58	145.67
Decatur	93.87	107.77	Ottawa	102.23	155.80
Dickinson	81.76	114.58	Pawnee	134.78	132.79
Doniphan	158.91	64.28	Phillips	149.00	130.01
Douglas	92.58	67.03	Pottawatomie	81.82	56.54
Edwards	140.93	110.67	Pratt	142.94	122.18
Elk	228.33	151.78	Rawlins	111.91	134.56
Ellis	92.28	106.54	Reno	120.55	142.97
Ellsworth	119.48	53.28	Republic	223.44	134.96
Finney	106.31	76.66	Rice	136.25	112.40
Ford	110.26	138.76	Riley	96.19	94.81
Franklin	116.67	94.42	Rooks	114.40	99.62
Geary	86.21	90.16	Rush	176.71	123.27
Gove	114.21	116.67	Russell	138.43	111.29
Graham	119.57	125.38	Saline	93.19	36.49
Grant	69.11	46.48	Scott	118.50	79.54
Gray	118.00	118.88	Sedgwick	79.23	125.16
Greeley	131.19	88.54	Seward	101.72	63.62
Greenwood	176.90	147.64	Shawnee	124.67	94.48
Hamilton	113.00	97.45	Sheridan	167.58	119.38
Harper	156.10	126.60	Sherman	112.28	134.55
Harvey	128.92	120.09	Smith	181.12	121.21
Haskell	76.07	56.82	Stafford	171.98	90.09
Hodgeman	179.35	154.66	Stanton	78.44	73.87
Jackson	144.18	123.83	Stevens	70.28	38.53
Jefferson	91.50	96.19	Sumner	123.06	138.99
Jewell	245.06	165.19	Thomas	131.76	134.86
Johnson	75.74	81.79	Trego	178.08	109.56
Keamy	55.42	40.63	Wabaunsee	102.64	125.71
Kingman	135.69	109.74	Wallace	135.91	111.77
Kiowa	124.20	86.68	Washington	158.60	157.71
Labette	145.91	114.68	Wichita	159.46	102.23
Lea	127.33	103.18	Wilson	134.31	130.48

# APPEAL EARLY IF YOU DISAGREE

*There are two ways to correct the appraisal value of your property. And sooner is better.*

Every property taxpayer has the right to appeal his appraisal.

Your first opportunity to appeal will come in January in most urban counties and in February or March in the rest of the state, when your county appraiser sends out a change of value notice.

Your second opportunity will come in November 1989, after you receive tax bills based on the new appraised values.

However, if you wait until November to appeal, you will have to pay a portion of your taxes under the state's payment-under-protest law.

State and county appraisers say property owners will benefit by appealing at their first opportunity early in 1989.

The new appeals process is an informal one that you can follow on your own without the expense of hiring a tax agent or lawyer. It will be possible to obtain a change in your assessed value without going to the State Board of Tax Appeals.

In order to obtain a change later in the year, it is generally necessary to go before the State Board of Tax Appeals, and most taxpayers find it preferable to hire a lawyer to help them. In addition, it may require at least one trip to Topeka.

If your appeal is complete before the 1989 tax bill goes out, then the bill will accurately reflect your adjusted

## Grounds for appeal

**Incorrect appraisal.** If you think your property is worth more or less than your appraisal, you should appeal the value. If you talk to your neighbors and find that houses similar to yours in a similar neighborhood were appraised for more or less than yours, you may want to find out how your appraisal was done and if it is accurate.

**Incorrect classification.** If your property was incorrectly classified and is being assessed incorrectly, you should appeal the classification. If you live and work in your home — as, say, an accountant, a hairdresser, a doctor — and your entire home was classified as your place of business, then you should get it changed so that only the portion of the house that you use for business is appraised and assessed as a business.

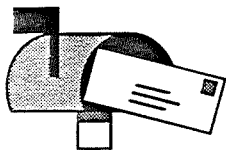
If a significant number of appeals are not complete, then county mill levies will be based on inaccurate information about the tax base.

The state is expecting between 10 percent and 20 percent of all property owners

## The appeals process

**Step one:** County appraisers will send out the new value(s) of your property between January and March. Review it carefully. It is NOT a property tax bill, but the total assessed value is the amount to which your local mill levies will be applied.

The notice should go to the property owner of record, but if you have a mortgage on your property, it is possible that your mortgage company will receive the notice. If you do not receive a notice at the same time as your neighbors, check with your mortgage company.



If you feel the new appraisal value is not accurate, or that the classification of your property is incorrect, proceed to . . .



**Step two:** Make an appointment for an informal meeting with your county appraiser within 18 days of the date at the bottom of your change of value notice. The 18-day period can be extended by the county appraiser.

The appraiser will notify you *in writing* of the date and time of the meeting. The appraiser should also send you information about what kind of documentation to bring to the meeting.

If you are to be represented by a lawyer or a tax specialist, you must notify the appraiser by filling out an authorization form and returning it to the appraiser prior to the meeting. The forms are available in the county appraiser's office.

If you plan to be present at the meeting, but will also be represented by an attorney or tax specialist, you must complete the authorization form and present it at the meeting.

If you want to appeal, but are elderly, or ill, or will not be in your home county when the appeals process starts, you should arrange for a relative or close friend to represent you. They should pick up the



The informal meeting is a mandatory preliminary step in the appeals process. All informal meetings must be held by April 1 for real property and May 1 for personal property.



At this meeting the appraiser will ask you to fill out a form that states the reason you disagree with the county's valuation of your property and makes a record of the date and time of the meeting and any information you brought with you. This form becomes part of the appraiser's internal record of your appeal.

If your dispute is over a matter of fact — you say your house does not have a finished basement, the appraiser says it does — then, before making a decision, the appraiser will reinspect your property. All factual disputes should be resolved with the appraiser, and should not require going through the hearing process.

If you are a business owner, the appraiser will request income and expense information on your business which will be held in confidence.

The appraiser can change the value of the property and the value will go on the county's tax rolls without further review, unless the property owner is dissatisfied with the appraiser's decision.

The most likely reason for a change would be a clerical error.

Another reason for a change would be a characteristic in the property that the reappraisal team could not see in their inspection. If your basement has a leak, or there is a sinkhole in your back yard, or you have termite damage, or a recent storm damaged your house, the ap-

be reduced.

Another possibility is that your property was not classified or appraised correctly.



After the meeting, the appraiser will inform the property owner *in writing* of the results of the meeting. Property owners should receive notification of the outcome of the appraiser's review by April 15, unless the date is extended by the Department of Revenue.

If you are not satisfied with the appraiser's decision, proceed to . . .



**Step three:** The "formal" appeals process.

You must begin your formal appeal within 18 days of the mailing date of the written notice.

Although this part of the process is called "formal," state officials emphasize that it is not a courtroom proceeding.



The hearing may be before a hearing officer or panel appointed by the county commission. Every county has the option of appointing one or the other and most counties are planning to do so. They will hold hearings during working hours and in the evenings or on weekends, or both. If your county has appointed neither one, then your appeal will go to the county commission sitting as the board of equalization.

You may represent yourself and there should be open discussion between the hearing officer or panel and taxpayers.

Appeal forms will be available in the county clerk's office. The county clerk will notify you of the date and time at least 10 days prior to your



Residential property owners should bring any information to the hearing that they feel would help their case. Commercial and industrial property owners must file a statement of their business income and the expense of doing business before they will be allowed to have a hearing.

At the hearing, both you and the county appraiser will have the opportunity to present evidence to the hearing panel or officer. You must prove that the county appraiser's value is not correct in order to receive a reduction in the property's appraised value.

If the property owner's request for a reduction is turned down, a notice will be mailed within five days of the decision. The panel will issue a decision on most residential properties within one to two weeks, but more complex property valuations could take longer.

If the property owner's request is granted, or granted in part, the decision must be reviewed by the Department of Revenue's Property Valuation Division before there can be a final change to the tax rolls.

Property owners will be notified five days after state officials make their decision. It will take state officials at least two weeks to reach their decision.

You will be notified of the state's decision by the hearing officer or panel.



All hearings before the hearing officer or panel must be completed by May 15, unless the deadline is extended by the Department of Revenue.

If either you or the appraiser is not satisfied by panel's decision, proceed to . . .



**Step four:** Appeal to the County Commission sitting as the County Board of Equalization.



Residential property owners should bring any information to the hearing that they feel would help their case. Commercial and industrial property owners must file a statement of their business income and the expense of doing business before they will be allowed to have a hearing.

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If either you or the appraiser is not satisfied by panel's decision, proceed to . . .



**Step four:** Appeal to the County Commission sitting as the County Board of Equal-

be available in the county clerk's office.

The county clerk will notify you and the county appraiser of the hearing's date and time at least 10 days prior to it.

No additional information may accompany this appeal, unless it is specifically requested by the county appraiser. The Board of Equalization will be deciding only whether the evidence presented to the hearing panel or officer was sufficient to merit the panel's decision.

All hearings before the Board of Equalization must be completed by June 15. This deadline may be extended by the Kansas Department of Revenue.

If your request is turned down, notification will be mailed within five days of the hearing.



If it is granted, it must be reviewed by state officials.

Property owners will be notified five days after state officials decide whether the board's change was merited. It will take state officials at least two weeks to reach their decision.

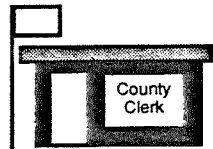
You will be notified of the state's decision by the Board of Equalization.

If either you or the appraiser are not satisfied with the decision of the board, proceed to . . .



**Step five:** Appeal to the Kansas Board of Tax Appeals.

Your appeal must be filed within 45 days of the date of the order from the Board of Equalization. Appeal forms will be available in the county clerk's office.



If you decide not to appeal at this point, you will have a second opportunity to appeal



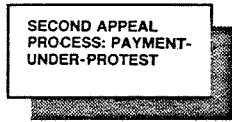
Business machinery and equipment will not be finally appraised and assessed until after the first appeals process is over. Business owners must give their county appraiser a description of their personal property, including its age, by March 1 if they are unincorporated and by April 1 if they are incorporated. Those descriptions will be reviewed in April and the numbers finalized by the appraiser by May 1.



Frequently, appraisers DO NOT notify businesses when there are changes in value. To find if you want to appeal, you should request a change of value notice for your personal property.

If you are a business owner and you disagree with the appraisal of your equipment and supplies, you may appeal either by taking the matter informally to the county appraiser and then the board of equalization, or waiting until you receive your tax bill in the fall and appealing to the county appraiser and then directly to the State Board of Tax Appeals.

If you choose to take it to the appraiser and the board of equalization and are not satisfied with the board's decision, you have 45 days to appeal to the State Board of Tax Appeals. Or, you could wait and appeal through the payment-under-protest proceeding described below.



This appeal — commonly known as the payment-under-protest proceeding — must begin on or before Dec. 20, 1989, the date on which at least half of the year's property taxes are due. Property tax bills will be sent, as usual, in November.



peal proceeding is that you must pay at least half of your tax bill when you make the protest, even though the bill may not be based on an accurate valuation.



If the State Board of Tax Appeals grants your request and your property taxes are reduced, you will receive a refund, but there will be no interest included in the refund, regardless of how long it takes the Board of Tax Appeals to decide your case.

If they have not heard it by June, when the second portion of your annual property tax is due, you still must pay the second half of your tax bill.



**Step one:** Payment under protest.

On or before Dec. 20, go to the county treasurer's office and fill out a written statement of protest. The filing starts the appeal process. If you have not yet paid your taxes, you must pay half your annual property tax when you file the form.

The treasurer will make a copy of the form and send it to the county appraiser. Within 15 days of receiving the notice from the treasurer, the appraiser will contact you to make an appointment for an informal conference.



**Step two:** The conference.

The appraiser will discuss your property value with you and tell you how it was calculated.

If you and the appraiser discover a clerical error in either your appraisal or the calculation of your tax bill, the appraiser can help you write the official filing so county commissioners can approve the change.

come to an agreement that the value is inaccurate and agree on a new value, you still must go to the state board for approval of the change — even though you are in agreement.

The appraiser will help you file the correct forms.

If the appraiser refuses your request for a change of value and you disagree with that decision, proceed to . . .



**Step three:** Appeal to the State Board.

You must file your appeal within 30 days of receiving notification of the appraiser's decision.

Forms will be available in your county treasurer's office.

The State Board of Tax Appeals will assign you a docket number and you will receive notification of it and an acknowledgement that the board received your protest.



At this stage, appeals take several months, at a minimum, because the board has a backlog of cases.

State law requires that within 90 days of the filing of your appeal the board hold an initial hearing on your case.

However, since the board is already backlogged, it is unlikely that it will be able to meet the three-month deadline, the board's lawyer said.

Hearings will be held across the state in several major cities and county seats. You can contact the board to find out if your hearing will be held in your city or one nearby.

If you are not satisfied, once the board has ruled, you have the right to seek a re-hearing, proceed to . . .

**Step four:** Local district court.

Your final recourse is to appeal your property value, assessment or tax bill to your local district court.



rious, the Board of Tax Appeals would be overwhelmed with cases, and officials would be out of a job at the next election, politicians decided.

To cushion the blow, the Legislature reduced the assessment level on residential property — from 30 percent to 12 percent. They put business assessments at 30 percent — 2½ times the effective assessment rate — but gave some a break by exempting livestock and merchants' and manufacturers' inventories from property taxes.

The Legislature, though, did not deal with tax relief for businesses that do not have large inventories — law firms, banks, real estate agents, accountants, doctors, dry cleaners and scores of others.

The Legislature made other changes as well that make it difficult to determine who will benefit — and by how much — from the new laws and whether it will mete out the counties' tax burden in a fair way.

What is certain is that there will be two types of shifts in the property tax burden, say state and local appraisers, legislators and tax experts: the shift within classes of property and the shift between classes.

The shift within classes will represent an equalization of taxes that have been unfairly distributed for years. There are neighborhoods in many cities across the state where the appraisals, and consequently the assessments, of homes of similar construction and condition differ greatly, meaning that one property owner is paying significantly more in taxes than another. After reappraisal the prop-

derappraised probably will feel he is paying an outrageous amount when he pays taxes on 12 percent of his property's market value. A neighboring property owner could see his tax bill drop, or in some cases, remain unchanged.

The second set of shifts will be felt through classification, as some types of property assume more of the tax burden than others. Properties in some classes could end up shouldering three or four times the portion of the tax burden they carry now.

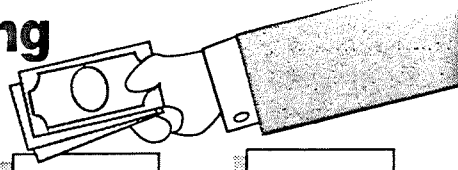
The cost of reappraising the state's 1.5 million parcels of property will be \$65 million. The state and the counties split that bill, and the state kicked in \$12 million more to pay for administering the project.






Beginning in 1990, each county will update its property appraisals so that every year, every parcel in every county will be reappraised — even when its value does not change — and once every four years each piece will actually be inspected. If executed correctly, the state should never again need to go through such a massive overhaul of its property taxes.

If inequities are created by classification — and many groups think they will be — a majority of the Legislature will have to decide to put the matter on the ballot and change the constitutional amendment that voters approved in 1986. There is no other way to alter the classes and assessment rates that were locked into the Kansas Constitution.

## Who's Paying ... and who will pay

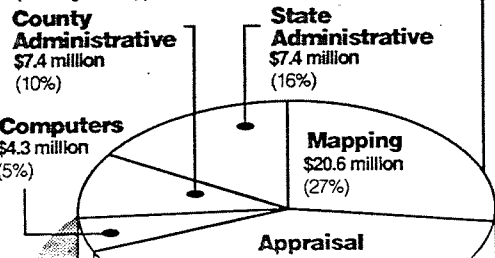
**H**omeowners, farmers, ranchers, small-business owners and major industries are some of the pieces in the property tax puzzle. How much of the puzzle they represent will shift, however, on Jan. 1, when reappraisal and classification go into effect. Here are the portions of the tax burden that each property type currently pays and the portion they will pay after reappraisal and classification are complete.



	BEFORE Reappraisal and Classification	AFTER Reappraisal and Classification
<b>URBAN REAL ESTATE</b>		
 Commercial	9.4 percent	23.8 percent
Vacant lots	0.4 percent	3.5 percent
 All other (including residential)	21.7 percent	24.8 percent
<b>Total Urban</b>	<b>31.5 percent</b>	<b>52.1 percent</b>
<b>RURAL REAL ESTATE</b>		
 Agricultural land	12.5 percent	9.1 percent
Agricultural improvements	2.2 percent	2.3 percent
Homesites and planned subdivisions	2.9 percent	3.8 percent
Spot industrial, commercial and recreational	1.4 percent	4.4 percent
<b>Total Rural</b>	<b>19.0 percent</b>	<b>19.6 percent</b>
<b>Total Real Estate</b>	<b>50.5 percent</b>	<b>71.7 percent</b>
<b>TANGIBLE PERSONAL PROPERTY</b>		
 Gas and oil	10.6 percent	8.0 percent
Merchant's inventory	3.6 percent	0 percent
Manufacturer's inventory	3.3 percent	0 percent
Livestock	1.0 percent	0 percent
Business machinery and equipment	7.7 percent	2.9 percent
All other tangible personal property	2.5 percent	1.9 percent
<b>Total tangible personal property</b>	<b>28.7 percent</b>	<b>12.8 percent</b>
<b>STATE-ASSESSED PROPERTIES</b>		
 Public service corporations (Railroads, utilities, etc.)	20.6 percent	15.6 percent

### Where the Money Goes

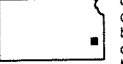
Here's a breakdown of the \$77 million that Kansas is spending on reappraisal.



### After Jan.

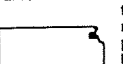
The Kansas Dept. of Revenue compiled for schools a list of shifts taxpayers will see in their share of the tax burden and classification.

In **Allen County**, commercial and industrial



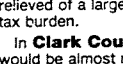
would be reappraising the exemption on generally lower level property for machinery and equipment.

In **Atchison County**, rural real estate would



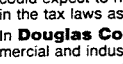
commercial and recreational in rural areas. Rural utilities in the county would be relieved of a large tax burden.

In **Clark County**, would be almost



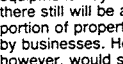
counties that are entirely of agricultural land could expect to rise in the tax laws as

In **Douglas County**, commercial and industrial



businesses with inventory equipment may be there still will be a portion of property by businesses. However, would share their share of the ties and railroads plunge to less than current level.

In **Greenwood County**, Farmers with catt



\$6 million worth off the rolls. Small businesses likely will see a change in their tax pie will nearly

In **Johnson County**, commercial and industrial





# LAWSUITS SPURRED ACTION

*Sixty-five percent of voters in 1986 approved changes in state property tax laws. Those changes are on the tax rolls today.*

On July 10, 1981, a former state legislator walked into Rice County District Court and filed a lawsuit against the state of Kansas for failing to meet its constitutional requirement to fix all property equity.

Two years later, 55 Sedgewick County property owners, some representing business groups, filed a similar lawsuit in Sedgewick County.

Both lawsuits asked the courts to order a statewide reappraisal.

The progress of those two lawsuits through the Kansas court system forced the Legislature to require a statewide reappraisal, or face a court-ordered one, which could be more expensive and overrule the Legislature would have less control.

The filing of the 1981 lawsuit by former state senator Clark Janssen of Lyons focused public attention on the level of inequity in the state property tax system. Scores of studies by state appraisers, legislators and experts soon reached the Legislature in a contentious and often heated discussion of how to overhaul the state's property tax system. The debate over how to equalize the tax burden dragged through four legislative sessions. It had been under discussion since the mid-1970s.

The state constitution required that taxes be levied on a percentage of the current market value of every piece of property. However, counties did not review a property's value unless it changed hands. Because the last statewide reappraisal was in 1965, people who had bought new homes were paying high taxes than those who had lived in the same house or sold the same business in the 1960s.

Complicating matters was a law that required the value of public utilities and rail-

property tax burden. Property tax rules governing appraisals of manufacturers' and merchants' machinery and equipment changed virtually every year, as the state struggled to find a way to tax that property fairly.

In some counties, political patronage allowed some property owners to get reductions in either their appraisals or assessments. The result: less well-connected property owners with similar property paid a proportionately larger share of the county's property taxes. Similar properties next door to each other in some cases had appraisals that were as much as 150 percent apart. So were the property owners' taxes. Those paying the higher bills were furious.

Some people wanted to see all property owners forced to pay taxes on 30 percent of their properties' market value. On average, residential property was assessed based on 8 percent of its market value; businesses were assessed at 12 percent to 15 percent.

Former Gov. John Carlin said he would refuse to sign a bill that would force a statewide property reappraisal unless there was also a bill to put to the voters a change in the requirement that taxes be levied on 30 percent of every property's market value. Changes in the constitution require voter approval.

The 1986 constitutional amendment — which Carlin supported, and Gov. Mike Hayden, then speaker of the House of Representatives, supported — put different assessment rates on different types of property and exempted livestock and manufacturers' and merchants' inventories from property taxes.

Also on the ballot in 1986 was approval of a state lottery, racing and liquor by the drink, all of which drew more press and more public interest than the change in the state's property tax law.

## The language of reappraisal

Reappraisal is a complex subject. Keep in mind it was ordered by politicians, planned by one set of bureaucrats (state) and carried out by another set (county). Knowing the terminology, though, makes it easier to grasp some of the finer points of a process that will shape the tax bill of every property owner in Kansas. The vocabulary includes:

**Appraised Value** — What an appraiser determines your property would be worth in the local market. In Kansas, property is appraised at market value, but only part of that value is taxed.

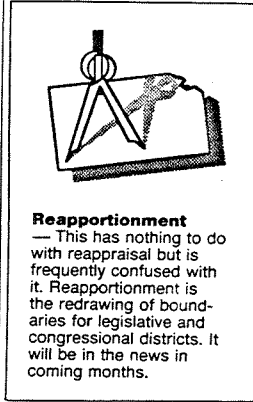
**Assessed Value** — The taxable value of each property. Until Dec. 31, the assessed values of all real estate is 30 percent of its appraised value. Thus, a \$100,000 house, in practice, has a tax "taxable value" of \$30,000. Starting Jan. 1, 1989, different percentages of different types of property will be taxed. (See Table of Assessment Rates on page 9.)

**Assessment Rate** — The percentage of the appraised value that determines assessed value. These are the rates that will change from the uniform 30 percent to the "classified" rates that vary between different kinds of properties.

**Class** — Starting Jan. 1, there will be four different rates applied to different types — or classes — of property: residential, commercial and industrial (including mineral), agricultural, and business machinery and equipment. Classes exempt from property taxes include merchants' and manufacturers' inventories, livestock and farm machinery and equipment. (See Table of Assessment Rates on page 9.)

**Classification** — The process of sorting property by type and taxing them at different rates. Kansas voters passed an amendment to the state constitution in 1986 that divided property into several different classes and fixed the percentage of the appraised value which would be taxed. Taxation of property by class goes into effect Jan. 1.

**COD/Coefficient of Deviation** — A way of measuring the variation between appraised values on similar property within a taxing district. In its simplest terms, the higher a coefficient of deviation for a particular class (residential, vacant lots, commercial and industrial) of properties



**Reapportionment** — This has nothing to do with reappraisal but is frequently confused with it. Reapportionment is the redrawing of boundaries for legislative and congressional districts. It will be in the news in coming months.

undertaxation of others.

**Comps** — Shorthand for comparable properties. Properties that sold recently, used by appraisers as a tool to determine values for other similar properties. For instance, appraisers try to find about five homes that are similar to your home in size, location, condition and amenities, to figure out how much money your house would sell for if it were on the market.

**Fee Appraisal** — A professional appraiser's opinion of a property's worth. The opinion is based on a thorough inspection of the property's dimensions and amenities, and, if it has buildings on it, the interior's condition, style, and other characteristics. A fee is charged by the private appraiser.

**Improvements** — Anything done to land that changes it from its natural state. For example, adding a garage, putting up fences, terracing, improving drainage.

**Market Value/Current Appraised Market Value** — The amount of money that a well-informed buyer is justified in paying and a well-informed seller is justified in accepting for a property.

**Mass Appraisal** — The process of reviewing every piece of property in a county or state for tax purposes. It is designed to obtain a general

those appraisals involve more detailed evaluations of a property's interior, the value should not be markedly different from that determined by reappraisal.

**Mill** — Literally, one thousandth. For tax purposes: \$1 of taxes for every \$1,000 of assessed value.

**Mill Levy** — The number of dollars in taxes that property owners must pay for every \$1,000 of assessed value.

**Parcel Identification Number/PIN** — Each county's new computer system for tracking property gives each lot its own number. The number is used for tracking property when it is sold or combined with other lots. It is used for statistical records.

**Personal Property** — Material assets that are not fixed to the land: furniture, machinery, merchants' and manufacturers' inventories and livestock. In Kansas, gas and oil properties are treated as personal property for tax purposes.

**PVD** — The Property Valuation Division, an agency of the Kansas Department of Revenue. PVD is responsible for seeing that property tax laws are followed, and is overseeing and directing reappraisal.

**Real Property** — Land and improvements permanently fixed to the land — buildings, structures, developments, terracing of agricultural lands.

**Reappraisal** — The review and re-valuation for tax purposes of every piece of property in Kansas.

**State-appraised property** — Properties that are appraised and assessed by state officials but receive bills from individual counties. Generally, this class is made up of railroads and public utilities.

**Tangible Personal Property** — Anything that is not fixed to the land: cars, motor homes, furniture, clothes, oil and gas properties, machinery and equipment.

**Tax Base** — The total value of property against which the property tax is levied.

**Tax District** — The geographic area on which a unit of government has the right to levy taxes. In Kansas these units include: school districts, cities, counties, townships, water districts, fire

## For More Information, Call . . .

If you want to appeal or discuss your new value or assessment, call your appraiser at the number listed on your change of value form, or the number below. In some cases appeals will be handled by the same company that did the reappraisal, and the company's number in your county is listed.

However, **DO NOT** call your county appraiser or reappraisal firm about your new value **UNTIL** you receive your change of value form in the mail. They **CAN NOT** help you until you receive your new value.

Some counties will begin sending out values in early January, but others will not be done until March. County appraisers are expecting to be swamped with telephone calls right after home and business owners receive new values, so if you get a busy signal, don't get discouraged. Keep trying.

For general information about the appeals process, reappraisal, use value or property taxes, you should call your county appraiser (listed below) or the office of the Kansas Department of Revenue. For inquiries about procedures farther into the appeals process, call the State Board of Tax Appeals:

Property Valuation Division: (913) 296-2365.  
State Board of Tax Appeals: (913) 296-2388.

### County Appraisers

- Allen County:** Appraiser, (316) 365-2041. Telephone number for appeals not yet available.
- Anderson County:** Appraiser, (913) 448-6844. Telephone number for appeals not yet available.
- Atchison County:** Reappraisal information, (913) 367-2216. Appraiser, (913) 367-4400.
- Barber County:** Appraiser, (316) 886-3793.
- Barton County:** Appraiser — (316) 792-2771.
- Bourbon County:** Appraiser, (316) 223-3800, ext. 16.
- Brown County:** Reappraisal information, (913) 742-7463, or (913) 742-7632.
- Butler County:** Reappraisal information, (316) 321-3040. Appraiser, (316) 321-4900. Notices in Butler County will be mailed in February.
- Chase County:** Appraiser, (316) 273-6943.
- Chautauque County:** Appraiser, (316) 725-3127.
- Cherokee County:** Reappraisal information, (316) 429-1434, (316) 429-1433.
- Cheyenne County:** Appraiser, (913) 332-3463.
- Clark County:** Appraiser, (316) 635-2813.
- Clay County:** Reappraisal information, (316) 632-5264. Appraiser, (316) 632-2900.

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**Chase County:** Appraiser, (316) 273-6943.  
**Chautauqua County:** Appraiser, (316) 725-3127.  
**Cherokee County:** Reappraisal information, (316) 429-1434, (316) 429-1433.  
**Cheyenne County:** Appraiser, (913) 332-3463.  
**Clark County:** Appraiser, (316) 635-2813.  
**Clay County:** Reappraisal information, (316) 632-5264. Appraiser, (316) 632-2800.



**Terry Dean Hamblin** — Director of the Property Valuation Division of the Kansas Department of Revenue.



**George Donatello** — Coordinator of Reappraisal for the Property Valuation Division of the Department of Revenue. Donatello has guided the state's property tax policy and is responsible for implementing reappraisal. He was appointed to the post in August 1987.



**Fred Kerr** — Just elected majority leader in the Kansas Senate. Kerr, a Republican, headed the Senate tax committee in 1985 when the bill mandating reappraisal was passed. He also led the committee in 1986, 1987 and 1988, when reappraisal laws were refined.



**Ed Rolfs** — Secretary of the Kansas Department of Revenue. Rolfs was chairman of the House tax committee in 1985, when the reappraisal bill was passed. He also led the committee in 1986, 1987 and 1988, when reappraisal laws were refined.



**John Carlin** — Governor whose term stretched from 1978 to 1986. Carlin refused to sign the reappraisal bill without a constitutional amendment requiring different levels of assessment for residential and business property and agricultural land and machinery, and exemptions for business inventories.



**Mike Hayden** — Governor. Hayden was speaker of the Kansas House of Representatives from 1983-1986, during the battles over reappraisal. He voted for the bill and to put the classification amendment on the ballot although he was not a strong supporter of it.

### Key players

The bills that mandated reappraisal and put the constitutional amendment requiring new property classifications on the ballot were passed by both houses of the Kansas Legislature and signed into law by Gov. John Carlin in 1985.

During the 1986 statewide election, voters made property classification part of the Kansas Constitution.

The details of how reappraisal was to be done and how the appeals process would go were worked out by the tax committees in the House and Senate. Implementation is being supervised by the Kansas Department of Revenue.

Here are some of the players behind the state's reappraisal.

**Comanche County:** Reappraisal information, (316) 582-2109

**Cowley County:** Reappraisal information, (316) 221-6227

**Crawford County:** Reappraisal information, (316) 724-6373.

**Decatur County:** Appraiser, (913) 475-2627.

**Dickinson County:** Appraiser, (913) 263-4418.

**Doniphan County:** Reappraisal information, (913) 985-3723.

**Douglas County:** Appraiser, (913) 841-7700, ext. 134 or 135. Telephone number for appeals not yet available.

**Edwards County:** Appraiser, (316) 659-2406.

**Elk County:** Appraiser, (316) 374-2832.

**Ellis County:** Reappraisal information, (913) 625-4849.

**Ellsworth County:** Reappraisal information, (913) 472-3421.

**Finney County:** Appraiser, (316) 275-7700. More telephone lines will be added in January when change of value notices go out.

**Ford County:** Reappraisal information, (316) 225-0192.

**Franklin County:** Appraiser, (913) 242-2573.

**Geary County:** Appraiser, (913) 238-4407.

**Gove County:** Appraiser, (913) 938-2300.

**Graham County:** Reappraisal information, (913) 674-3388.

**Grant County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or, call (316) 356-5335; this is not toll-free. Appraiser, (316) 356-3362.

**Gray County:** Reappraisal information, (316) 855-3119. Appraiser, (316) 855-3858.

**Greeley County:** Reappraisal information, (316) 333-1623; this number is toll-free. Or, call (316) 355-7930. Appraiser, (316) 376-4057.

**Greenwood County:** Appraiser, (316) 683-7431.

**Hamilton County:** Reappraisal information, (316) 333-1623; this number is toll-free. Or, call (316) 355-

**Haskell County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or, call (316) 356-5335; this number is not toll-free.

**Hodgeman County:** Appraiser, (316) 357-8211. Telephone number for appeals not yet available; it will appear on your change of value notice. Notices will be mailed between Feb. 15 and March 1.

**Jackson County:** Appraiser, (913) 364-2358.

**Jefferson County:** Telephone numbers for appeals not yet available — the appraiser is in the process of moving to new offices and has not yet set up a telephone number for appeals. However, it will appear on the change of value notices.

**Jewell County:** Reappraisal information, (913) 378-3031. Appraiser, (913) 378-3271.

**Johnson County:** Reappraisal information, (913) 492-0232 — they will have six lines and this number will automatically roll to one of those.

**Keary County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or, call (316) 356-5335; this number is not toll-free. Appraiser, (316) 355-6427.

**Kingman County:** Reappraisal firm, (316) 532-3826. Appraiser's office, (316) 532-2256.

**Kiowa County:** Appraiser and reappraisal information, (316) 723-3366, or (316) 723-3301 or (316) 723-3302.

**Labette County:** Reappraisal information, (316) 795-4535. Appraiser, (316) 795-2548.

**Lane County:** Reappraisal information, (316) 333-1623; this is a toll-free number. Or, call (316) 355-7930; this number is not toll-free. Appraiser, (316) 397-5356.

**Leavenworth County:** Appraiser, (913) 682-7611. In January, additional numbers will be set up. For appeals, call the number on your change of value notice.

**Lincoln County:** Appraiser, (913) 524-4958.

**Linn County:** Reappraisal information, (913) 795-2515, a second number will be set up before change of value notices go in the mail. Appraiser, (913) 795-2536.

**Logan County:** Reappraisal information, (913) 672-4633. Appraiser,

**Marshall County:** Reappraisal information, (913) 742-7463 or (913) 742-7632.

**McPherson County:** Appraiser — (316) 241-5870.

**Meade County:** Appraiser — (316) 873-2307.

**Miami County:** Reappraisal information, (913) 294-9311. You should receive your change of value in February.

**Mitchell County:** Appraiser, (913) 738-5061. Telephone numbers for appeals not yet available.

**Montgomery County:** Appraiser, (316) 331-4510. Telephone number for appeals is not yet available.

**Moore County:** Appraiser, (316) 757-5533.

**Morton County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or (316) 356-5335; this number is not toll-free. Appraiser, (316) 355-7187.

**Nemaha County:** Reappraisal information, (913) 336-6335.

**Neosho County:** Reappraisal information, (316) 244-3310 for Erie residents; (316) 431-3036 for Chanute residents.

**Ness County:** Reappraisal information, (913) 798-2777.

**Norton County:** Reappraisal information, (913) 877-2850. Appraiser, (913) 877-2844.

**Osage County:** Reappraisal information, (913) 828-3141.

**Osborne County:** Reappraisal information, (913) 346-2939 or (913) 346-2310.

**Ottawa County:** Reappraisal information, (913) 392-3349. Appraiser, (913) 392-3037.

**Pawnee County:** Reappraisal information, (316) 285-3750.

**Phillips County:** Reappraisal information, (913) 543-5928 or (913) 543-5129.

**Pottawatomie County:** Reappraisal information, (913) 457-3550.

**Pratt County:** Appraiser, (316) 672-5181, or treasurer, (316) 672-5271.

**Rawlins County:** Appraiser, (913) 626-3101.

**Reno County:** Appraiser, (316) 665-2958.

**Republic County:** Switchboard.

**Rooks County:** Appraiser, (913) 425-6262. Telephone number for appeals not yet available.

**Rush County:** Reappraisal information, (913) 222-2727. Appraiser, (913) 222-2659.

**Russell County:** Appraiser, (913) 483-5551. Reappraisal information telephone number is not yet available.

**Saline County:** Appraiser, (913) 827-9621. Telephone number for appeals not yet available.

**Scott County:** Appraiser, (316) 872-5446.

**Sedgwick County:** Reappraisal information, (316) 262-0924.

**Seward County:** Reappraisal information, (316) 626-4723.

**Shawnee County:** Appraiser, (913) 231-4100. Reappraisal information telephone number not yet available.

**Sheridan County:** Appraiser, (913) 675-3932.

**Sherman County:** Appraiser, (913) 899-7339.

**Smith County:** Reappraisal information, (913) 282-3721. Appraiser, (913) 282-6145.

**Stafford County:** Reappraisal information, (316) 549-3540 or (316) 549-3270.

**Stanton County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or, call (316) 356-5335; this number is not toll-free. Appraiser, (316) 492-6896.

**Stevens County:** Reappraisal information, (316) 333-1442; this number is toll-free. Or, call (316) 356-5335; this number is not toll-free. Appraiser, (316) 544-2993.

**Sumner County:** Reappraisal information, (316) 326-7050.

**Thomas County:** Reappraisal information, (913) 426-7744. Appraiser, (913) 462-3611.

**Trego County:** Reappraisal firm, (913) 743-5497.

**Wabaunsee County:** Appraiser, (913) 765-3508.

**Wallace County:** Reappraisal information, (913) 852-4579.

**Washington County:** Reappraisal information, (913) 325-2162.

**Wichita County:** Reappraisal information, (316) 375-2231.

**Wilson County:** Reappraisal information,





**KANSAS DEPARTMENT OF REVENUE**  
*Division of Property Valuation*  
Robert B. Docking State Office Building  
Topeka, Kansas 66612-1585

January 1, 1989

Dear Property Owner:

I would like to take this opportunity to talk with you for a moment about the statewide property reappraisal that has been taking place in Kansas during the past three and one-half years. We are nearing completion of this extremely important project which will have an impact on every taxpayer in the state.

On January 1, 1989, we begin a new phase in the reappraisal process. Change of Value Notices will be mailed to property owners of record from January 1, 1989 through March 1, 1989. Although every attempt was made to value property equitably and uniformly throughout the state, we recognize that some property owners will have questions about the way their property's value was arrived at. Both state and county officials will make every effort to see that all of your questions are addressed and resolved.

The Wichita Eagle-Beacon Newspaper has compiled information which details the reappraisal process from its inception through the hearings and appeals process. This information will assist you, the property owner in gaining a better overall understanding to reappraisal and its effects. In addition, it will provide you with a step by step examination of the hearings and appeals process and detail your rights and responsibilities as the owner of real property in Kansas.

Please keep and utilize this section as a reference tool. You will find it to be a valuable source of information during the coming months.

Sincerely,

Terry D. Hamblin  
Director of Property Valuation

Phone (913) 296-2365