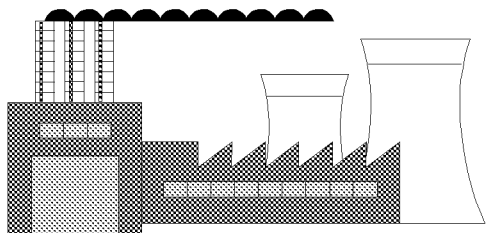


PROPERTY TAX NEWS



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NEW PVA APPOINTED IN KNOX COUNTY

Governor Paul Patton appointed William Oxendine, Jr. as PVA in Knox County. Oxendine passed a special examination administered by the Department of Property Valuation on January 21, 2003 and is a candidate in the May primary election. Oxendine's appointment will expire after the results of the general election are finalized in November.

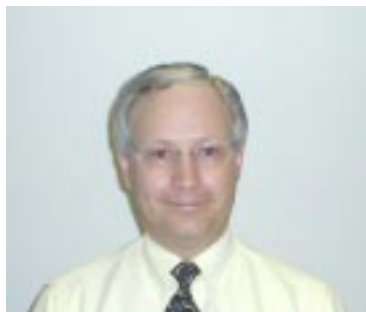


William Oxendine, Jr.

KENTON COUNTY PVA RETIRES

Mark Vogt, Kenton County PVA for the past 26 years, retired January 31, 2003.

The Department administered a special examination on February 22 and the Governor appointed Merrick Krey in March to fill the position. Krey has been a deputy in the Kenton County office for 25 years. Since the examination was held after the filing deadline for the May primary, each party will nominate a candidate from those that passed the examination. The Democrats have selected Krey to run in the November election.



Merrick Krey

RAILROAD REVITALIZATION AND REGULATORY REFORM RATE SET

The Railroad Revitalization and Regulatory Reform (4-R) rate for intrastate railroad, railroad car line, airline and apportioned vehicle property has been set for 2002 at 23.49 cents per \$100 of valuation.

The local multiplier for intrastate railroads and airlines is 53 percent for 2002.

The aggregate state and local rate for railroad carlines and apportioned vehicles is 66.98 cents per \$100 of assessed value. Taxes on railroad carlines and apportioned vehicles are paid to the Revenue Cabinet and local money is then distributed to the taxing jurisdictions.

Questions concerning the 4-R rate should be directed to the Public Service Branch at (502) 564-8175.

PVA RECAPS DUE BY APRIL 7

KRS 133.040 requires that by the first Monday in April all PVAs must submit a recapitulation of the real property tax roll to the Department of Property Valuation. For 2003, the recaps are due by April 7. If additional time is necessary, an extension must be requested in writing as soon as possible.

HORNER APPOINTED DIRECTOR OF DIVISION OF TECHNICAL SUPPORT

Aaron Horner has been appointed Director of the Division of Technical Support. Aaron joined the Department in 2000 as Principal Assistant to former commissioner Vince Lang and is a graduate of the University of Kentucky.

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**FROM THE
COMMISSIONER'S DESK**

This is my first column as Commissioner of the Department and I can report to you that I have enjoyed the first three months in my new position. Everyone has been extremely supportive and helpful to me during the "settling in" period. I have had very informative meetings with all Department personnel and the employees in the Divisions of State Valuation and Technical Support have been patient with me as I try to learn more about the work they perform.

Since the first of the year, it has been a very busy time for the Department and the PVA Association officers dealing with the demands of having the General Assembly in town. Additionally, regional training sessions have been held for the new sheriffs, IAAO Chapter meetings have occurred and several classes for the PVAs and deputies have been offered. Now it is getting to be time to work in an area more familiar to me - recapitulations of the real property tax rolls. Keep in mind that the first Monday in April - April 7th this year - is fast approaching. If you see that you need some extra time in completing your fieldwork, be sure to send an extension letter to me.

Although my staff has been great in taking some of the duties that I performed in past years, I fully intend to be a "hands on" Commissioner and I hope that if you have a question or problem that you believe needs my attention, you will not hesitate to contact me. I look forward to continuing the good working relationship that we have forged with the local officials over the past several years.

Finally, I want to take this opportunity to congratulate Aaron Horner on his promotion to Director of the Division of Technical Support. Aaron has been working diligently with the employees in that division to learn the details of the work performed and I believe he will do an outstanding job as director.

I look forward to communicating with you again in the next edition of Property Tax News.

Tom



**REMINDER
PVAs To Determine Whether
Their State Owned Office
Equipment is Insured**

In recent weeks Kentucky residents have endured cold temperatures, ice storms, power outages, fires, and flooding. Events that have affected the way we live...and do business. These times have been hard to endure for some, and devastating for others, especially for those without insurance.

At the Fall conference and in the last issue of Property Tax News, PVAs were informed of the potential liability issues they may face regarding office inventory, and the need to insure state-owned office equipment and/or automobiles. If you have not determined whether your office inventory and/or office automobile is already covered by a county plan, you should make this determination by April 15, 2003. If you do not currently have insurance through another source, then you may take advantage of the state's insurance plan. All PVAs interested in insurance coverage were requested to complete the necessary inventory forms and have them submitted by March 30, 2003. **To date only 20 offices have submitted the inventory forms to insure their office equipment through the state, so the deadline has been extended to April 15, 2003.**

The Revenue Cabinet currently tags all equipment that has a useful life of more than one year and is valued at \$25 or more. Each PVA office may request inventory tags on items of lower or higher value up to \$500 based on their insurance needs. State laws (KRS 45.313 and 45A.045) require state-owned equipment valued over \$500 to be

inventoried and accounted for annually. Issuing inventory tags and maintaining an inventory list of your equipment provides excellent internal control.

In order to obtain insurance on this equipment through the state, each office must submit an updated inventory list. It is recommended that all offices with Microsoft Excel submit their inventory form electronically, which will help your insurance to be processed more quickly. All PVAs offices which do not have Excel can request a hard copy of the inventory spreadsheet by contacting JoJuana Leavell-Greene or the PVA Administrative Support Branch at (502) 564-5620.



**NEW FIELD
REPRESENTATIVE
APPOINTED**

Martha Tapley has been appointed Property Assessment Coordinator in the Southern Field Branch. Tapley will begin her duties April 16.



**TWO NEW COUNTIES
ADDED TO WIDE AREA
NETWORK**

Two new counties have been added to the wide area network and now have e-mail. The counties and their e-mail addresses are:

Madison: StephenM.Smith@mail.state.ky.us
Robertson: KarenM.Curtis@mail.state.ky.us



**PVA DIRECTORY READY
SOON**

The latest edition of the PVA directory is at the printers and should be ready soon. Every office will receive one copy, it will also be available on the Revenue Cabinet website at <http://www.revenue.state.ky.us>.



From the PVA Administrative Support Branch

Submitted by: Cyndi Abrams

We hope that everyone out there in PVA land has made it through this bad dreary winter healthy and looking forward to a bright spring and summer.

We don't have any major earth shattering news to report at this time, just a few reminders to pass along.

1. The report 164 (Leave Balance Summary) that is mailed out each pay period should be reconciled with your timesheets at least once a month. This will help in the process of paying HB 824 termination payments in the future. Please inform this office of the name of your county's timekeeper, so if there is a question we will know the person to contact.
2. April 18th, Good Friday, is the next holiday. Please record 3.75 hours of holiday for full-time employees on the timesheet.
3. Direct Deposit is strongly encouraged and recommended for everyone's payroll checks. Since the first of the year, there have been several delays in checks being received in the PVA offices **on pay day**.
4. We have not had a very good response from the counties in sending their inventory lists of items to be covered on the state insurance policy. At this time we have 20 counties that have submitted inventories. A formatted Excel spreadsheet can be sent either via e-mail and/or on a disk through the mail. The information is to be entered and sent back to our office **by April 15, 2003**. Also the inventory tags may be requested through our office, which will be forwarded to KRC Support Services, Bryan Leake's office, for processing and mailing.
5. The KRC Strategic Plan 2003 - 2006

is now available on the KRC homepage. The cabinet's strategic plan directly supports the achievement of goals that strengthen the efficiency and operation of government. The cabinet surveyed numerous customer and stakeholder groups, including the PVAs, to gauge their evaluation of current services and their expectations for the future. Not only were the PVAs involved in the development of the plan, but participated in the planning sessions. PVAs are very important to the Cabinet's vision for the future, please take a moment and review the plan.

As always, JoJuana, Cyndi, Karen, Kim and Donna are here to assist in any way with personnel, payroll, and hiring questions.



IAAO NOTES

The Kentucky Chapter of IAAO is going strong with 374 members from 112 counties. We have big plans for 2003. Many of you already know that the chapter is working on a cookbook with proceeds going towards the purchase of a big screen TV and DVD player for the Ronald McDonald House in Louisville. Thank you to everyone who submitted recipes and worked to make this project a success.

On Wednesday, March 5, the Kentucky Chapter met in Frankfort. During the meeting President Nancy Bock presented Terry Tolan of the United Way with a check for \$800, which we raised from the lap quilt last year. Guest speaker Barry Murphy encouraged everyone to come to Nashville for the IAAO Conference and discussed the plans for a joint reception. The meeting ended with a "surprise" 50th birthday celebration for Vice-President Nick Kearney.

Make plans now to attend the 2003 IAAO Conference September 14 - 17 in Tennessee. The chapter is planning a joint reception with Tennessee on

Monday night with music by the Jimmy Church Band. The Kentucky Chapter's headquarters will be the Doubletree Hotel, check out the IAAO website for hotel reservation information.

Our own Mark Straney, Meade County PVA, is a candidate for Executive Board Position #1. Mark is a former Vice-President and President of the Kentucky Chapter.

Check out the newly revamped Kentucky Chapter website at www.kyiaao.com. It contains the latest member list, the last issue of "Frontline", and updated education information.

The next meeting of the Kentucky Chapter will be June 4, during the summer conference at the Marriott Hotel in Covington.

CHAPTER LAUNCHES EFFORT TO SUPPORT TROOPS

The Kentucky Chapter has always been dedicated to service and President Nancy Bock wanted to make sure we did something to support our troops overseas. Operation Phone Home is a program where we purchase phone cards that will be sent to the troops. President Bock is asking everyone to purchase phone cards (they said AT&T are working the best) and send them to either Donna Seeberger or her. They will send them to the proper authorities, who will then distribute the cards to the troops to call home when they can. Please send the cards no later than April 15th. This is a wonderful gift for both the servicemen and women and their families, who are sitting at home waiting to hear from them.



Education and Professional Designation Program Revised 2003 Course Schedule

<i>Course</i>	<i>Date</i>	<i>Facility</i>	<i>Location</i>
KY 62: Precision Data Collection	Apr. 21-24	Barren River State Park	Lucas
KY 49: PVA Office Management	Apr. 21-24	200 Fair Oaks	Frankfort
IAAO 601: Advanced Mapping	Apr. 28-May 2	Hampton Inn	Frankfort
IAAO 102: Income Approach to Value	June 9-13	Hampton Inn	Frankfort
IAAO 402: Tax Policy	June 16-20	Hampton Inn	Frankfort
KY 44: Practical Math for Assessment Officials	June 23-26	Barren River State Park	Lucas
KY 80: Residential Real Property Appraisal	July 21-24	200 Fair Oaks	Frankfort
Ky 10: Kentucky Property Tax System	Aug. 4-7	200 Fair Oaks	Frankfort
Ky 44: Practical Math for Assessment Officials	Aug. 11-14	200 Fair Oaks	Frankfort
IAAO 101: Fundamentals of Real Property	Aug. 25-29	Rough River State Park	Falls of Rough
KY 90: Farm Real Property Appraisal	Aug. 25-28	200 Fair Oaks	Frankfort
KY 71: Commercial Real Property Appraisal/Cost	Sept. 22-25	200 Fair Oaks	Frankfort
KY 62: Precision Data Collection	Sept. 22-25	200 Fair Oaks	Frankfort

A new section of Kentucky 49, PVA Office Management, has been added to the education schedule. It will be April 21-24 in Frankfort. New PVAs who didn't have a chance to attend in March should try to attend. IAAO 102, Income Approach to Value, is in danger of being cancelled. Anyone interested in taking this class should sign up as soon as possible. Ky 62, Precision Data Collection, being held September 22 - 25 in Frankfort is also in danger of being cancelled. Ky 10, scheduled for April 21 - 24 in Madisonville, has been cancelled due to low enrollment.

2003 CONFERENCE DATES

Date	Conference	Sponsor	Location	Facility
June 3 - 5	PVA Summer Conference	PVA Association	Northern Kentucky	Marriott
Aug. 18 - Aug 21	GIS Conference	OGIS	Louisville	Hyatt Regency
Sept. 14-17	IAAO Conference	IAAO	Nashville, Tenn.	Renaissance
Oct. 13-17	Fall Conference	Revenue Cabinet	Louisville	Hyatt Regency

FACILITY PHONE NUMBERS

Barren River Lake State Park	(800) 325-0057
Best Western, Frankfort	(502) 695-6111
Days Inn, Madisonville	(270) 821-8620
Hampton Inn, Frankfort	(502) 223-7600
Holiday Inn Capital Plaza	(502) 227-5100
Rough River Dam State Park	(800) 325-1713