

# The Assessment Demonstration Program Executive Summary

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**2019**

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On behalf of the Monmouth  
County Board of Taxation  
Clifford J. Moore III, President

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# Introduction

Public Law 2013, Chapter 15, known as the Assessment Demonstration Program (ADP) is a collaborative system of property assessment between the County Board of Taxation and the locally deployed municipal assessors. The traditional revaluation model is now a relic of the past, replaced by annual reassessments to market value. By leveraging technology, increasing education standards; and utilizing advanced appraisal techniques, we are pleased to report a more cost-effective, accurate and transparent process of real property assessment. This document outlines the ADP's use of technology and details the procedural and administrative reforms that have led to our success.

## **The Assessment Demonstration Program success can be quantified by the following:**

- The Alternative Calendar (P.L. 2017, CHAPTER 306) has avoided the budgetary collection shortfall in Monmouth County by **\$23,450,530** from 2014-2018. (see page 6)
- If used Statewide, the Alternative Calendar from 2014 through 2017, would have saved an estimated **\$186,724,611**. (see page 6)
- By saving energy, paper and time, you also save money. In a first for the State of New Jersey, tax appeals, chapter 91 income and expense requests, farmland applications, assessor corrections of errors, the application for reassessment, the commercial income approach to value and a request to review an assessment in the pre-tax year **can all be done online**. (see page 8-27)
- The ADP added **10 hours** to the state's continuing education requirements, however, ADP assessors have averaged **30 hours more per year** (see page 29)
- The ADP towns in Monmouth County **have the most accurate assessments in recorded history**. Tax distribution is on average **36% more accurate** (see page 31-32)
- Independent review of the ADP resulted in, a **"Top 25 Program" showing in the 2018 Innovations in American Government Award competition** and the online appeal system was recognized as part of the **2015 Bright Ideas**, (J.F.K. School of Government, Harvard University). Moody's Investors Service featured the ADP in both 2014 & 2017 for appeal reductions and reassessment frequency and noted, **"Fairness has surprising impact on credit quality"** (see page 41)

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# History

The shortcomings of New Jersey's property tax assessment administration have been noted by successive study commissions over the past 40 years.

The Property Tax Assessment Study Commission (popularly referred to as the "Glaser Commission"), the State and Local Expenditure and Revenue Policy Commission (commonly referred to as the "SLERP Commission") and the 1998 Whitman Property Tax Commission Report all called for greater State oversight.

In a study called "Equity 21", an accounting firm analyzed the implications of these problems and proposed strategies to create a fairer, more efficient structure for property tax assessment. On December 1, 2006 a special session of a Joint Legislative Committee published the "Government Consolidation and Shared Services Final Report". This report stated that "Because vast differentials in assessed values among neighboring municipalities discourage consolidation, the modernization and standardization of assessments across the State is critically important." One of the report's recommendations was to "Create a modern, county-based system of property tax assessment;"

Monmouth County Senator Joseph M. Kyrillos Jr (a member of the report committee) suggested that the Commissioners of the Monmouth County Board of Taxation, working in collaboration with the County Assessor's Association, provide feedback on the recommendations of the report and the opposition to the consolidation of the municipal assessment function to the County.

Armed with the challenge to improve every aspect of the system as if it was their own company, stakeholders began a forensic review of the current process. The findings and recommendations represented a significant departure from the traditional practices with a requirement to develop and employ technology solutions that would transform the current "supertanker" into a nimble "speedboat".

Based on the input from Monmouth County tax practitioners, on September 11, 2010, Senate bill S2234 was introduced which established a "real property assessment demonstration program to demonstrate a more cost effective and accurate process of property assessment administration."

On October 21, 2010, a meeting was held to discuss concerns with the proposed legislation (S2234). Representatives from the Governor's Office, the Division of Taxation, the Division of Local Government Services, the legislature, the Monmouth County Tax Board and the Monmouth County Assessor's Association were in attendance. Based on the input of this group and that of many others who provided their positions over the previous months, it was concluded that there are several areas in which the proposed bill should be amended. Assembly companion bill A3227 was introduced. While

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the Senate bill S2234 had passed several committees and the full Senate (39-0), the legislative session ended on December 31st 2010 without passage into law.

On May 5th, 2011, Assembly bill number A3939 was introduced which again established a "real property assessment demonstration program". On September 22, 2011, Senate companion bill S3029 was introduced. While A3939 was passed in several committees and by the full Assembly (78-0-0), the legislative session ended on December 31st 2011 without passage into law.

Assembly bill A1519 was introduced on January 10th, 2012. On January 23, 2012, Senator Van Drew introduced S1213. S1213 was passed by full Senate on October 4, 2010 (36-0). A1519 was passed by full Assembly on December 17, 2012 (77-0). The "Real Property Assessment Demonstration Program" was signed into law on January 25, 2013 as P.L.2013, c. 15.

Program implementation began within Monmouth County (one of New Jersey's 21 counties) in 2014. Without the aid of costly outside consultants, Monmouth County's existing employees have delivered more accurate individual assessments which have improved annual levy distribution to the best levels in recorded history. As opposed to simply performing the same task from a different location, the Assessment Demonstration Program has proven to reform fundamental requirements of property taxation within New Jersey.

New Jersey's nine-million residents (626,000 in Monmouth County) pay the nation's highest property tax. In 2016 property owners were required to pay \$28,354,102,097 to support county, municipal and school services. Where the New Jersey Constitution requires that the annual property tax levy be apportioned based on a parcel's proportionate share of the taxing district's total market value, due to the frailties of an antiquated system, many property owners annually escape paying their fair share to the detriment of all others.

Year-over-year, billions of dollars are being paid by the wrong people. The Assessment Demonstration Program (ADP) was developed to permanently address the social inequities created by the existing system by employing technology, education and statutory reforms to create a modern assessment function for New Jersey.

By implementing new technology, a revised calendar and performing annual reassessments to current market value on 251,988 parcels, Monmouth County has reduced costs, improved transparency, reduced the risk of under-collections and protected the general taxpayer from paying more than their annual fair share of the growing distributed levy.

See addendum #1 Public Law 2013, c. 15 (Real property assessment demonstration program)

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# Alternative Calendar

## *Small Change, Big Results*

In New Jersey's "traditional assessment calendar", municipalities submit their assessment list (Tax List) to the County Tax Board in January. In early March, the County finalizes the municipal Tax List. With the adoption of annual levies in March and April, the County calculates the "General Tax Rate". Assessment appeals occur after the certification of the "General Tax Rate". Based on this sequence, any reductions in individual assessments granted in the appeal process would diminish the total tax base that was used to calculate the General Tax Rate and result in a budgetary shortfall for the municipality.

Monmouth County has tested and proven that a revised assessment calendar is a long term solution that is applicable throughout the entire State!

The new calendar under the ADP amends the assessment sequence by simply placing the annual County Tax Board appeal process BEFORE the budgetary process. The revised calendar has significantly addressed the RISK associated with the unknown financing of appeals. Since implementation in 2014, the revised calendar has avoided \$23,450,530 in municipal under-collections within Monmouth County due to appeal reductions. It is estimated that if it was in place statewide since 2014 the total would be \$186,724,611.

One additional county has already adopted the calendar, another has committed for 2020 and statewide implementation is pending within the Legislature.

For more information on the ADP Calendar see:

- Addendum # 2: ADP Calendar Revision and Impact Calculation, Understanding Terms: Tax Rate, Net Value Taxable. Understanding Monmouth County & Statewide Budgetary Shortfall Calculation
- Addendum #3: Prior Calendar (Traditional Assessment Model)
- Addendum #4: Revised ADP Calendar
- Addendum #5: ADP Calendar Workflow
- Addendum #6: Re-sequencing of the Assessment Function Components.
- Addendum #7: Understanding NJ Division of Taxation Statistical Studies

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# Technology and Annual Reassessments

The overarching intent of the Assessment Demonstration Program is to institute a revised assessment function that provides cost savings and more accurate levy distribution. Because the current model of revising assessments once every 10-years can result in significant over-payments and underpayments by individual taxpayers, the program provides the ability to establish and annually maintain individual property assessments at 100% of current market value.

Monmouth County continues to develop a suite of tools collectively called the TAX BOARD PORTAL. The Portal is the County's online access point to applications that provide the public with transparent and cost effective access to assessment data. For the first time in New Jersey, the public can both validate and question the accuracy of assessments online. The Portal also enables the assessor with the ability to annually analyze the current mass-appraisal costing model against recent property sales. The Portal helps assessors determine areas in need of recalibration and assists in statistically quantifying and applying the appropriate adjustment.

When individual assessments are more accurate, the public trust is improved and the system's costs associated with the appeal process is lessened. By employing technology, the assessors are truly "doing more with less". Without costly consultants, assessors are annually establishing and maintaining assessments closer to 100% of market value (Average Assessment Ratios are closer to 100%) with a higher level of reliability (Average Coefficients of Deviation are lower).

Monmouth County has tested and proven that a local assessor can perform annual reassessments thereby permanently doing away with the cost of traditional revaluations. With the assessor performing annual valuation services and making use of a 10-year internal inspection cycle, the traditional cost can be cut in half resulting in an estimated annual savings of \$8,750,000 for the administrative costs alone if implemented Statewide.



# THE TAX BOARD PORTAL

<https://taxboardportal.co.monmouth.nj.us/TaxBoardPortal/>



## TAX BOARD PORTAL

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Welcome to the TAX BOARD PORTAL, the **Monmouth County Board of Taxation's** gateway to a growing list of electronic taxpayer services

**NEW SERVICE: TIARA** - *Taxpayer Informal Assessment Review Application* - the purpose of **TIARA** is to provide the taxpayer with a free and informal means of submitting questions and supporting documents (pictures, maps, narratives) regarding their future property assessment. Submissions will be reviewed annually by the Assessor prior to the delivery of the next *Preliminary Tax List November 1st*.

If the information submitted by the taxpayer warrants a change in the future assessment the Assessor may change the assessment for the following year, thereby avoiding the need for a formal appeal process. If upon receipt of their new assessment in November the taxpayer thinks their assessment does not reflect the current value of their real property, they may file a formal appeal.

**TIARA** will be opened each May, after the current year's appeals and closed for submission early October, before the Assessor's submission of the Preliminary Tax List.

If you wish to access **TIARA** please "Register" below. If you have already registered, please Login using your *Username* and *Password*. Once inside, select the "[Create Form - TIARA....](#)" and follow the onscreen instructions.

Please [click here](#) for a summary of available functions.

Login below or [Register](#) to begin

Login

Email or User name :

Password :

Log in

[Register](#)[Forgot Password](#)

The recent mailing for Income and Expense data may not have had the most direct information to contact your Assessor.  
Please [click here](#) for contact information should you need to communicate with your Assessor.

If you wish to do a paper filing and **NOT** use this site for electronic filing, please click below:

[Ch 91 Income and Expense Form for Class 4A and 4B.](#)

[Ch 91 Income and Expense Form for Class 4C.](#)

[Farmland Form 1.](#)

[Farmland Gross Sales Form.](#)

[Woodland Form.](#)



## TIARA (Taxpayer Informal Assessment Review Application)

**TAX BOARD PORTAL**

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[Map Search](#) | [Administration](#) | [Forms](#) | [ADAM 360](#) | [Commercial Assessment](#) | [Reports](#)

**Form Details**

Municipality: Matawan Boro	
Name	Value
Form Id	11070
Property Location	28 NED DR
Block-Lot-Qualifier	65.02-12
Owner Name	CASAGRANDE, ROBERT A & JANE M

Name	Value
Municipality	1331
Block	65.02
Lot	12
Qualifier	
Property Class	2
AddressOfProperty	28 NED DR
Property Name	
Owner Name	CASAGRANDE, ROBERT A & JANE M
Owner Phone	
Owner Phone Extn	
Owner Email	
Yes Home Improvements	on
No Home Improvements	off
Roof Replaced	2014
Windows Replaced	1996
Heating Replaced	2015

**TIARA**  
**TAXPAYER INFORMAL ASSESSMENT REVIEW APPLICATION**  
**QUESTIONNAIRE**  

In an effort to update and confirm the Township's information on your property record, please fill out the following questionnaire. This inf with your property record card to verify accuracy.

**PROPERTY IDENTIFICATION**

Municipality:

Block:  Lot:  Qualifier:

Property Class:

Property Address:

Property Name (Building Name or Other Property Identifier):

**OWNER INFORMATION**

\* Owner Name:

\* Owner Phone :  Extension:

\* Owner Email:

Please provide details about your house below. **Assessor may contact you to set up an inspection to verify the details provided.**

To your knowledge, have there been any improvements to your home in the last 15 years?

Yes ☒ No ☐

**Maintenance of long-lived items**

To your knowledge, when was the roof last replaced?

If a taxpayer believes that the current assessment is inaccurate, TIARA provides the ability to register and submit a *pre-tax year* request to have the assessment reviewed by the Assessor. The system has secure registration, property selection, email event notification and the ability to attach/upload documents/photographs in support of the taxpayers claim. TIARA is a proactive public service that seeks to address assessment concerns BEFORE they become binding on the municipality. TIARA is the first online system in New Jersey to address the concerns of a taxpayer in the pre-tax year.

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Name	Value
Municipality	1331
Block	65.02
Lot	12
Qualifier	
Property Class	2
AddressOfProperty	28 NED DR
Property Name	
Owner Name	CASAGRANDE, ROBERT A & JANE M
Owner Phone	
Owner Phone Extn	
Owner Email	
Yes Home Improvements	on
No Home Improvements	off
Roof Replaced	2014
Windows Replaced	1996
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**OWNER INFORMATION**

\* Owner Name:

\* Owner Phone :  Extension:

\* Owner Email:

Please provide details about your house below. **Assessor may contact you to set up an inspection to verify the details provided.**

To your knowledge, have there been any improvements to your home in the last 15 years?

Yes ☒ No ☐

**Maintenance of long-lived items**

To your knowledge, when was the roof last replaced?

## Income & Expense Portal

In another first for the State of New Jersey, this technological solution manages the Chapter 91 Income and Expense requests and data. The goal is to provide a cost effective way to gather the critical income and expense data so that the Assessor can make more accurate individual value estimates on income producing properties. Online submissions tend to be viewed as an easier process for the public. Online submissions provide the “data” to the assessor as opposed to a static image of the form. The online environment provides the vehicle for the digital records to be merged with the paper-filed records. If the municipality receives paper-filed returns for either the regular-mail or the certified-mail the Tax Board staff will, at the Assessor’s request, scan, index and return the paper documents so that the Assessor has a single file of all Ch. 91 data. This data is also available for mapping and exportable as an excel file within the Tax Board Portal.

The screenshot displays the 'TAX BOARD PORTAL' interface. The top navigation bar includes links for Home, My Profile, Help, FAQs, Contact Us, Organization, Assessment, Welcome Email, and Logout. The main content area is titled 'PART 4 - STATEMENT OF ITEMIZED INCOME FOR NON-RESIDENTIAL UNITS (Schedule A)'. It contains various input fields for property information, including 'CHECK THIS BOX IF THE PROPERTY IS "NON-INCOME PRODUCING"', 'Type of Income', 'Source of Income', and 'Potential Income'. The form is designed for detailed financial reporting related to non-residential properties.

## Farmland Application Portal

The goal of the Farmland Application Portal is to provide a cost effective way to gather critical data so that the Assessor can accurately administer the Farmland Program. Online submissions should be viewed as an easier process for the public. Online submissions provide the “data” to the assessor as opposed to a static image of the form. The online environment provides the vehicle for the digital records to be merged with the paper-filed records. Prior to the creation of this system, the entire process was done through the filing of 3-part carbonless paper resulting in poor copies and difficult to understand notations. The portal allows the data gathered by the Assessor to be accessed, approved and shared as necessary with stakeholders in the State, specifically Agriculture, Forestry and Taxation who all, in some part, re-enter the same data.

The screenshot shows the 'TAX BOARD PORTAL' interface for the 'APPLICATION FOR FARMLAND ASSESSMENT'. The form is titled 'FORM FA-1' and includes a revision date of 2/2016. It contains sections for 'IDENTIFICATION INFORMATION' and 'BROKERS/AGGREGATED'. The form is designed for detailed financial reporting related to farmland assessment, including fields for 'Owner's Name', 'Mailing Address', 'Land Location', and 'Farm Information'. The form is structured to capture comprehensive data for farmland applications.

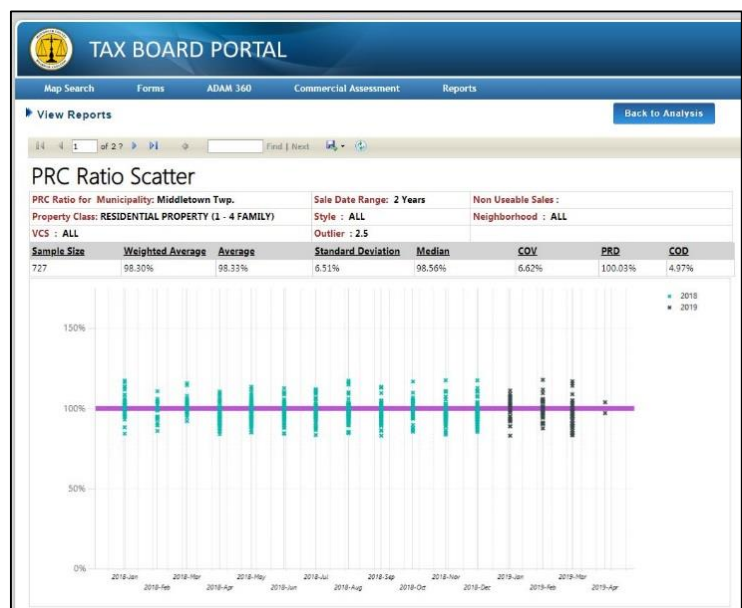
If the municipality receives paper-filed returns for either the regular-mail or the certified-mail the Tax Board staff will, at the Assessor's request, scan, index and return the paper documents so that the Assessor has a single file of all Farmland Assessment Applications. This data is also available for mapping and exportable as an excel file within the Tax Board Portal.

## ADAM 360 – (Assessment Data Analysis Module)

ADAM 360 is a suite of tools for analyzing the Assessor's Preliminary Tax List and Annual Maintenance efforts. Meant in part to be an instrument for the local Assessor to review and revise the Preliminary Tax List before submission to the County, the technology will also serve as the "Guardian of the Gate" for the Tax Board oversight. ADAM 360 is intended to help ensure uniformity for properties within each town and uniformity amongst each town within the County. ADAM 360 provides year-over-year assessment change and accurate analytical tools to audit the submission of the tax list.

### Reports Include:

- Property Record Card Statistics
- Ratio Scatter Diagram
- Assessment Change Review (Review of Assessment Revision)
- Appeal Review (Review of Judgement Revision)
- Value Control Sector (neighborhood) Review (Ratio and COV Review by VCS)



## APPEAL CHANGE REVIEW

PRC Ratio for Municipality: Aberdeen Twp.	Property Class: VACANT LAND,RESIDENTIAL PROPERTY (1 - 4 FAMILY),FARM (HOUSE),FARM (QUALIFIED),COMMERCIAL,INDUSTRIAL,APARTMENT	
VCS : ALL	Style : ALL	Neighborhood : ALL
Added Assessments : Removed	0 IMP Last year & PRC IMP > 1: Removed	Judgments : 1A,1B,3

Change Bucket	# Properties	% Change
A. Decrease: 15% and Over	1	1.35%
B. Decrease: 10-15%	0	0.00%
C. Decrease 5-10%	1	1.35%
D. Decrease: 2-5%	1	1.35%
E. Decrease: 0-2%	2	2.70%
F. No Change	0	0.00%
G. Increase 0-2%	12	16.22%
H. Increase: 2-5%	34	45.95%
I. Increase: 5-10%	15	20.27%
J. Increase: 10-15%	5	6.76%
K. Increase 15%+	3	4.05%
#DIV/0!	0	0.00%
<b>Grand Total</b>	<b>74</b>	<b>100.00%</b>

## ASSESSMENT CHANGE REVIEW

PRC Ratio for Municipality: Aberdeen Twp.	Property Class: VACANT LAND,RESIDENTIAL PROPERTY (1 - 4 FAMILY),FARM (HOUSE),FARM (QUALIFIED),COMMERCIAL,INDUSTRIAL,APARTMENT	Judgments Removed
VCS : ALL	Style : ALL	Neighborhood : ALL
Added Assessments : Removed	0 IMP Last year & PRC IMP > 1: Removed	

Change Bucket	# Properties	% Change
A. Decrease: 15% and Over	14	0.21%
B. Decrease: 10-15%	25	0.37%
C. Decrease 5-10%	76	1.14%
D. Decrease: 2-5%	118	1.76%
E. Decrease: 0-2%	265	3.96%
F. No Change	104	1.56%
G. Increase 0-2%	941	14.07%
H. Increase: 2-5%	3415	51.06%
I. Increase: 5-10%	1383	20.68%
J. Increase: 10-15%	164	2.45%
K. Increase 15%+	163	2.44%
#DIV/0!	20	0.30%
<b>Grand Total</b>	<b>6688</b>	<b>100.00%</b>

## VCS Review

<b>PRC Ratio for Municipality: Aberdeen Twp.</b>		<b>Property Class: RESIDENTIAL PROPERTY</b>
<b>Sale Date Range: 2 Years</b>	<b>Neighborhood: ALL</b>	<b>Added Assessments: Included</b>
<b>VCS: ALL</b>	<b>Style: ALL</b>	<b>Judgments: Included</b>

VCS	Sale data Review					Year-Over-Year Assessment Review		
	Sale Count	# of Properties in VCS	% of Properties in VCS Sold	Average Ratio of VCS	General Coefficient of Deviation	Average	Median	% of Properties in VCS Changed
FS52	4	7	57.14	94.29	13.47	6614.29	6700	16.67
FS32	2	5	40	95.92	29.93	-9560	-1200	50
FLCT	2	7	28.57	56.54	1.44	100985.71	10000	50
FSAR	1	4	25	101.00	0	9325	-4050	33.33
WOAK	11	54	20.37	90.39	27.44	43431.48	44450	3.57
ASP2	2	11	18.18	97.65	27.39	6745.45	6800	20
BLUF	12	80	15	102.75	19.7	-11721.25	-20300	1.59
CROS	9	60	15	94.50	18.24	11313.33	10900	5.56
ASP1	3	22	13.64	96.59	75.33	2631.82	2100	9.09
WYN2	8	63	12.7	94.01	14.91	12930.16	12500	5.56
FSSA	1	8	12.5	83.21	0	26225	34400	50
ASPN	3	26	11.54	92.64	67.02	3642.31	-2200	7.14
PTVL	9	80	11.25	89.71	18.68	14830	14200	4
OAKR	6	54	11.11	88.47	29.97	10853.7	10700	7.69
WELL	24	238	10.08	94.56	24.92	808.4	600	1.37
PTV2	2	20	10	109.15	25.5	-6460	-6800	16.67
WYN1	16	171	9.36	95.05	18.49	7818.71	7700	1.64
FSCI	2	23	8.7	98.71	91.4	3826.09	3600	14.29
SNTF	6	74	8.11	95.66	19	16600	11900	7.69
FS1A	3	41	7.32	91.11	15.96	6480.49	7100	10

## Property Class Change Review

For Municipality: Aberdeen Twp.	CURRENT (2018)				FUTURE (PRC)				CHANGE			
	Parcel Count	% of Parcel Count	Total Assessment	% of TAV	Parcel Count	% of Parcel Count	Total Assessment	% of TAV	Parcel Count	% of Parcel Count	Total Assessment	% of TAV
<b>TAXABLE PROPERTY</b>												
1 VACANT LAND	333	4.83	39,444,400	1.83	333	4.83	39,904,400	1.78	0	0	460,000	-0.05
2 RESIDENTIAL PROPERTY (1 - 4 FAMILY)	6,345	92.08	1,827,052,490	84.78	6,345	92.08	1,905,323,800	84.96	0	0	78,271,310	0.19
3A FARM (HOUSE)	5	0.07	1,646,600	0.08	5	0.07	1,684,500	0.08	0	0	37,900	0
3B FARM (QUALIFIED)	11	0.16	28,000	0	11	0.16	28,000	0	0	0	0	0
4A COMMERCIAL	183	2.66	222,711,600	10.33	183	2.66	224,348,800	10	0	0	1,637,200	-0.33
4B INDUSTRIAL	3	0.04	3,563,400	0.17	3	0.04	3,392,400	0.15	0	0	(171,000)	-0.01
4C APARTMENT	11	0.16	60,643,300	2.81	11	0.16	67,800,800	3.02	0	0	7,157,500	0.21
<b>TOTAL TAXABLE PROPERTY</b>	<b>6,891</b>	<b>100</b>	<b>2,155,089,790</b>	<b>100</b>	<b>6,891</b>	<b>100</b>	<b>2,242,482,700</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>87,392,910</b>	<b>0</b>
<b>EXEMPT PROPERTY</b>												
15A PUBLIC SCHOOL PROPERTY	19	4.47	69,117,600	37.16	19	4.47	69,127,000	34.77	0	0	9,400	-2.39
15B OTHER SCHOOL PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0
15C PUBLIC PROPERTY	306	72	49,125,600	26.41	306	72	49,708,200	25	0	0	582,600	-1.41
15D CHURCH & CHARITABLE PROPERTY	61	14.35	25,844,400	13.9	61	14.35	26,234,900	13.19	0	0	390,500	-0.7
15E CEMETERIES & GRAVEYARDS	3	0.71	1,327,300	0.71	3	0.71	1,327,600	0.67	0	0	300	-0.05
15F OTHER EXEMPT	36	8.47	40,575,000	21.82	36	8.47	52,430,700	26.37	0	0	11,855,700	4.55
<b>TOTAL EXEMPT PROPERTY</b>	<b>425</b>	<b>100</b>	<b>185,989,900</b>	<b>100</b>	<b>425</b>	<b>100</b>	<b>198,828,400</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>12,838,500</b>	<b>0</b>
<b>RAILROAD PROPERTY</b>												
5A RAILROAD CLASS I	5	71.43	0	0	5	71.43	0	0	0	0	0	0
5B RAILROAD CLASS II	2	28.57	0	0	2	28.57	0	0	0	0	0	0
<b>TOTAL RAILROAD PROPERTY</b>	<b>7</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PERSONAL PROPERTY</b>												
6A TELEPHONE	1	100	0	0	1	100	0	0	0	0	0	0
6B MACHINERY OF PETROLEUM REFINERIES	0	0	0	0	0	0	0	0	0	0	0	0
6C PHASE OUT PERSONAL PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL PERSONAL PROPERTY</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## RAM – (Reassessment Application Module)

Once a paper process, RAM now allows assessors to submit for the State promulgated approval to preform annual revisions known as the application for annual reassessment or AFR-A online (RAM is another New Jersey first and only available on the Tax Board Portal).

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Accept / Reject
Form - Accepted

**Form Details**  
Municipality: Highlands Boro  

Name	Value
Form Id	10785
County	Monmouth
Municipality	1319
ReassessmentCompletedDate	October 1, 2018
ReassessmentFiledTaxYear	2019
YearOfLastRevaluation	2012
Year100PercentReassessmentWasImplemented	2015
Class1	197
Class3	
Class15	
Class2	2241
Class4	108
LastDateTaxMapApprovedByDivision	
Inspecting12.5PercentTotalLineItems	off
Inspecting20PercentTotalLineItems	off
Inspecting25PercentTotalLineItems	off
ValuationUpdatingProcessPerformedByIndividual	off

Print

**Form AFR-A**  
July 2015  
**Application For Annual Reassessment Program**  
(TO BE FILED WITH COUNTY TAX BOARD)  
County: Monmouth MUNICIPALITY: 1319-Highlands Boro  
**SECTION 1 - GENERAL INFORMATION**  

1	Reassessment is to be completed as of October 1, 2018 and filed for the tax year 2019
2	*Year of last revaluation 2012 and year 100% reassessment was implemented 2015
3	Number of line items: Class 1: 197 Class 3: Class 15: Class 2: 2241 Class 4: 108 Last Date Tax Map Approved By Division

**SECTION 2 - ANNUAL REASSESSMENT STANDARDS AND PROCEDURES**  
Please read each statement carefully. The statements below are the standards and procedures that must be met or performed during an annual reassessment program. More than 50% of the line items must be changed to be recognized as a reassessment. Hybrid reassessments must attach a copy of the contract. Your signature in Section 4 indicates that you agree to comply with all requirements.  

- A thorough inspection of the exterior of all improvements noting pertinent physical property characteristics and accurately obtaining or verifying outside building dimensions will be made



## ACE – (Assessor Correction of Errors)

Mistakes happen, demo permits can fall through the cracks and transposition errors can have lasting effects on municipal tax rolls. Once a lengthy paper based process now turned digital, ACE allows assessors to submit, track and review changes to the Preliminary Tax list online. Due to the revised calendar, assessment changes are permitted for the entire 1<sup>st</sup> quarter of the tax year (ACE is another New Jersey first and only available on the Tax Board Portal).

The screenshot shows the 'TAX BOARD PORTAL' interface. The main heading is 'Application for Annual Reassessment Program'. Below this, there are fields for 'County' (set to 'Hudson') and 'Municipality' (set to '332 Hackensack Twp.'). The form is divided into sections. 'SECTION 1 - GENERAL INFORMATION' contains a table with the following data:

1	Reassessment is to be completed as of October 1, 2018	and filed for the tax year 2019
2	Year of last revaluation	and year 100% assessment was implemented
3	Number of line items: Class 1: 1000 Class 2: 2000	Class 3: 200 Class 4: 100 Class 5: 100 Last date tax was approved by election

'SECTION 2 - ANNUAL REASSESSMENT STANDARDS AND PROCEDURES' contains a list of requirements:

- A thorough inspection of the exterior of all improvements noting pertinent physical characteristics and accurately obtaining or verifying outside building dimensions will be made.
- You are thoroughly inspecting 12.5% (10% if 25% of the total line items - 0% requires addendum explanation).
- If unable to gain entry, a card must be left after the first attempt to inspect with the appropriate contact information. You must gain entry into at least 20% of the interior of those improvements being inspected.
- A visual check with observation of each significant building will be reviewed and if not accurate, corrected, noting building sections, accessories, and other levels or heights.

At the bottom, it states: 'The Board Reassessment Manual for New Jersey Assessors will be used to describe measurement, assessment and valuation rules for all individual improvements as of the Effective Assessment Date.' There is a 'Back' button in the top right corner.

Within the ADP revised assessment calendar, similar to the treatment of appeal reductions, Corrections to the Preliminary Tax List will NOT create an under-collection of revenue. All changes from the Preliminary Tax List move closer to a fairer distribution of the annual levy.

N.J.S.A. 54:4-47 states: The county board may ..., after investigation, revise, correct and equalize the assessed value of all property in the respective taxing districts, increase or decrease the assessed value of any property not valued at its taxable value, assess property omitted from any assessment, as provided by law, at its taxable value, and in general do everything necessary for the taxation of all property in the county at its taxable value.

**Within the ADP calendar *Corrections* may be made throughout the 1<sup>st</sup> quarter of the current year without causing a budgetary shortfall.**

**This leads to a more accurate distribution of the annual tax levy.**

**For the years 2014-2018, the assessments associated with \$7,742,175 in tax dollars were adjuster PRIOR TO equalization and the certification of Tax Rates.**



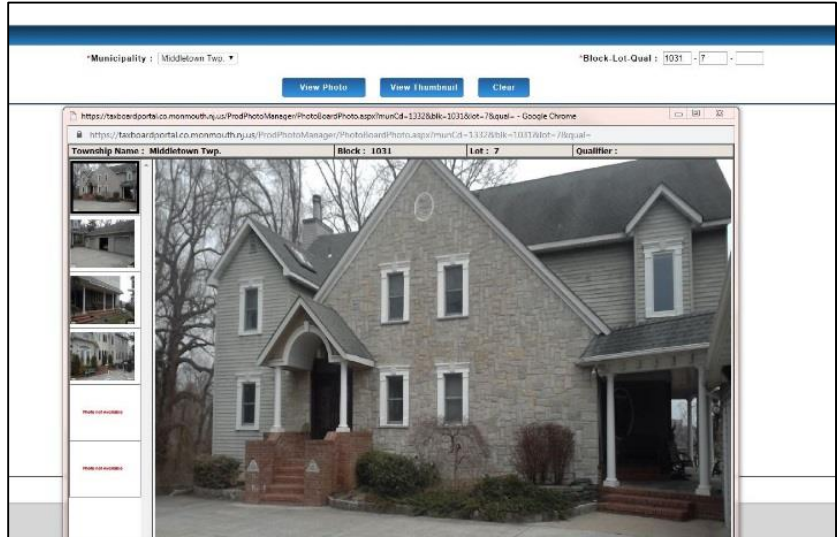
# MONMOUTH COUNTY BOARD OF TAXATION - ADP - APPEAL CALENDAR IMPACT - CORRECTION OF ERRORS

## Total Taxes That Would Be Municipal Budgetary Shortfalls Without the ADP

	2018			2017			2016			2015			2014			5-Year Total
	Code Change	Rate	Taxes	Code Change	Rate	Taxes	Code Change	Rate	Taxes	Code Change	Rate	Taxes	Code Change	Rate	Taxes	
1 ABERDEEN	(125,700)	2.607	\$ (3,277)	(37,300)	2.565	\$ (957)	(104,600)	2.583	\$ (27,038.84)	(346,100)	2.560	\$ (8,860)	358,400	2.514	\$ 9,010	\$ (31,123)
2 ALLENHURST	(1,872,100)	0.796	\$ (14,902)	-	0.778	\$ -	-	0.832	\$ -	-	0.922	\$ -	-	0.850	\$ -	\$ (14,902)
3 ALLENTOWN	-	3.046	\$ -	-	3.048	\$ -	-	3.042	\$ -	-	2.831	\$ -	-	2.807	\$ -	\$ -
4 ASBURY PARK	(1,507,900)	1.782	\$ (26,871)	(292,100)	2.080	\$ (6,076)	(944,200)	2.144	\$ (20,243.65)	(959,800)	2.214	\$ (21,250)	(673,100)	2.167	\$ (14,586)	\$ (89,026)
5 ATLANTIC HIGHLANDS	(683,800)	1.961	\$ (13,409)	(61,100)	2.658	\$ (1,624)	(81,600)	2.621	\$ (2,143.98)	-	2.553	\$ -	-	2.521	\$ 53	\$ (17,124)
6 AVON BY THE SEA	-	1.148	\$ -	-	1.137	\$ -	-	1.142	\$ -	-	1.109	\$ -	-	1.069	\$ -	\$ -
7 BELMAR	(2,150,800)	1.235	\$ (26,562)	(81,800)	1.205	\$ (986)	(536,400)	1.911	\$ (10,250.60)	(533,000)	1.919	\$ (10,343)	(100,000)	1.935	\$ (1,935)	\$ (50,077)
8 BRADLEY BEACH	(442,800)	1.384	\$ (6,128)	-	1.414	\$ -	(2,593,500)	1.398	\$ (36,341.01)	(1,874,500)	1.396	\$ (26,168)	(335,100)	1.384	\$ (5,468)	\$ (74,106)
9 BRIELLE	(456,000)	1.634	\$ (7,451)	(1,062,000)	1.654	\$ (17,565)	(1,791,900)	1.651	\$ (29,584.27)	-	1.663	\$ -	(2,093,800)	1.558	\$ (32,621)	\$ (87,222)
10 COLTS NECK	(1,075,300)	1.775	\$ (18,087)	(217,100)	1.769	\$ (3,840)	(271,700)	1.731	\$ (4,703.13)	(2,433,600)	1.735	\$ (43,264)	(566,700)	1.687	\$ (9,560)	\$ (80,454)
11 DEAL	(2,547,300)	0.694	\$ (17,678)	-	0.697	\$ -	-	0.699	\$ -	-	0.715	\$ -	-	0.714	\$ -	\$ (17,678)
12 EATONTOWN	(1,518,600)	2.311	\$ (35,118)	-	2.233	\$ -	-	2.183	\$ -	-	2.223	\$ -	(58,400)	2.256	\$ (1,318)	\$ (36,435)
13 ENGLISH TOWN	-	2.340	\$ -	(66,300)	2.258	\$ (1,497)	-	2.197	\$ -	(935,900)	2.130	\$ (19,935)	-	2.010	\$ -	\$ (21,432)
14 FAIR HAVEN	(997,400)	1.863	\$ (18,582)	(429,100)	1.900	\$ (8,153)	(348,800)	1.955	\$ (6,819.04)	-	1.944	\$ -	-	1.968	\$ -	\$ (33,554)
15 FARMINGDALE	-	2.115	\$ -	-	2.085	\$ -	129,500	2.047	\$ 2,650.87	-	1.884	\$ -	-	1.827	\$ -	\$ (2,651)
16 FREEHOLD BORO	(12,600)	2.701	\$ (340)	-	2.712	\$ -	-	2.655	\$ -	(6,263,600)	2.534	\$ (158,720)	1,188,300	2.419	\$ 28,745	\$ (130,315)
17 FREEHOLD TWP	(9,247,100)	2.211	\$ (204,453)	(17,860,300)	2.243	\$ (400,607)	(12,501,000)	2.286	\$ (285,772.86)	(11,653,200)	2.258	\$ (252,065)	(13,679,900)	2.239	\$ (321,341)	\$ (1,464,239)
18 HAZLET	(872,600)	2.564	\$ (22,373)	(45,400)	2.563	\$ (1,164)	(1,011,300)	2.556	\$ (25,848.83)	(1,011,300)	2.550	\$ -	-	2.718	\$ -	\$ (49,386)
19 HIGHLANDS	(339,500)	2.802	\$ (9,513)	(53,400)	2.812	\$ (1,502)	(1,108,400)	2.767	\$ (30,669.43)	(352,200)	2.795	\$ (9,844)	(352,200)	2.698	\$ -	\$ (51,528)
20 HOLMDEL	(3,972,600)	2.021	\$ (80,286)	(1,068,700)	2.029	\$ (21,684)	(1,633,100)	2.006	\$ (32,759.99)	(2,470,800)	1.999	\$ (49,391)	(311,300)	2.090	\$ (6,519)	\$ (190,640)
21 HOWELL	(8,564,300)	2.295	\$ (196,551)	(7,230,900)	2.320	\$ (167,757)	(1,544,400)	2.350	\$ 27,128.40	(11,004,600)	2.374	\$ (261,249)	(54,400)	2.559	\$ (1,392)	\$ (599,820)
22 INTERLAKEN	-	1.269	\$ -	-	1.144	\$ -	-	1.400	\$ -	-	1.438	\$ -	-	1.525	\$ -	\$ -
23 KEANSBURG	(255,200)	3.909	\$ (9,976)	-	3.795	\$ -	(274,600)	3.646	\$ (10,011.92)	(355,200)	3.503	\$ (12,443)	(170,600)	3.403	\$ (5,806)	\$ (38,236)
24 KEYPORT	-	2.600	\$ -	-	2.607	\$ -	-	2.585	\$ -	(401,200)	2.597	\$ -	(401,200)	2.572	\$ (10,319)	\$ (10,319)
25 LITTLE SILVER	(584,300)	1.998	\$ (11,674)	(1,109,400)	2.008	\$ (22,277)	(469,700)	1.984	\$ (9,318.85)	(645,200)	2.009	\$ (12,962)	(57,700)	2.150	\$ (1,241)	\$ (57,473)
26 LOCH ARBOUR	-	1.016	\$ -	-	1.503	\$ -	(257,000)	2.147	\$ (5,517.79)	-	2.063	\$ -	-	2.013	\$ -	\$ (5,518)
27 LONG BRANCH	(67,800)	2.114	\$ (1,433)	(1,433,400)	2.061	\$ (29,542)	(49,210,000)	2.021	\$ (994,534.10)	(2,424,580)	2.227	\$ (53,995)	(3,904,700)	2.113	\$ (82,506)	\$ (1,162,011)
28 MANALAPAN	(3,515,200)	2.023	\$ (71,112)	(1,446,400)	2.021	\$ (29,232)	(11,100)	2.004	\$ (222.44)	(531,400)	2.025	\$ (10,761)	(800,000)	2.080	\$ (16,640)	\$ (127,968)
29 MANASQUAN	(234,200)	1.486	\$ (3,480)	-	1.428	\$ -	-	1.391	\$ -	(656,100)	1.661	\$ (10,898)	(656,100)	1.669	\$ -	\$ (14,378)
30 MARLBORO	(127,800)	2.227	\$ (2,846)	(431,600)	2.183	\$ (9,422)	(414,500)	2.175	\$ (9,015.38)	(1,018,900)	2.142	\$ (21,825)	-	2.163	\$ -	\$ (43,108)
31 MATAVAN	-	2.775	\$ -	-	2.815	\$ -	-	2.756	\$ -	-	2.725	\$ -	-	2.725	\$ -	\$ -
32 MIDDLETOWN	(13,418,900)	2.167	\$ (290,788)	(847,300)	2.124	\$ 17,997	2,836,000	2.131	\$ 60,435.16	(1,500,000)	2.136	\$ (32,040)	(8,062,500)	2.189	\$ (176,488)	\$ (420,884)
33 MILLSTONE	(56,840)	2.185	\$ (1,242)	(430,300)	2.175	\$ (9,372)	(731,300)	2.163	\$ (15,818.02)	-	2.274	\$ -	-	2.496	\$ -	\$ (26,432)
34 MONMOUTH BEACH	-	1.229	\$ -	-	1.268	\$ -	-	1.323	\$ -	-	1.257	\$ -	-	1.300	\$ -	\$ -
35 NEPTUNE TWP	4,976,330	2.066	\$ 102,811	-	2.150	\$ -	-	2.153	\$ -	(325,100)	2.114	\$ (6,873)	(325,100)	2.570	\$ -	\$ 95,938
36 NEPTUNE CITY	(2,709,100)	2.471	\$ (66,942)	-	2.484	\$ -	(25,200)	2.490	\$ (627.48)	(725,900)	2.534	\$ (18,394)	(4,500)	2.887	\$ (130)	\$ (86,094)
37 OCEAN TWP	(2,002,200)	2.039	\$ (40,825)	(122,200)	2.051	\$ (2,506)	(1,203,400)	2.279	\$ (27,562.23)	(1,820,600)	2.250	\$ (40,964)	-	2.221	\$ -	\$ (111,857)
38 OCEANPORT	(1,258,700)	1.789	\$ (22,518)	-	2.157	\$ -	(131,500)	2.143	\$ (2,946.63)	230,500	2.074	\$ 4,781	(210,700)	2.045	\$ (4,309)	\$ (24,993)
39 RED BANK	(4,524,300)	2.187	\$ (98,946)	-	2.110	\$ -	-	2.107	\$ -	(1,832,600)	2.033	\$ (37,257)	-	1.913	\$ -	\$ (136,203)
40 ROOSEVELT	-	2.902	\$ -	-	2.901	\$ -	(80,000)	2.868	\$ (2,294.40)	-	2.919	\$ -	-	2.996	\$ -	\$ (2,294)
41 RUMSON	(6,273,900)	1.482	\$ (92,979)	(2,634,000)	1.469	\$ (38,693)	(3,566,000)	1.433	\$ (51,387.38)	2,520,100	1.453	\$ 36,617	314,600	1.457	\$ 4,584	\$ (141,859)
42 SEA BRIGHT	(1,909,800)	1.436	\$ (27,425)	-	1.459	\$ -	-	1.305	\$ -	-	2.006	\$ -	-	0.789	\$ -	\$ (27,425)
43 SEA GIRT	(1,283,100)	0.677	\$ (8,687)	-	0.681	\$ -	-	0.709	\$ -	-	0.724	\$ -	-	0.789	\$ -	\$ (8,687)
44 SHREWSBURY BORO	(6,551,900)	2.151	\$ (140,931)	(8,117,000)	2.136	\$ (173,379)	(57,900)	2.110	\$ (1,221.69)	(6,502,300)	2.176	\$ (141,490)	-	2.271	\$ -	\$ (457,022)
45 SHREWSBURY TWP	-	2.559	\$ -	-	2.862	\$ -	-	2.960	\$ -	-	3.266	\$ -	-	2.911	\$ -	\$ -
46 LAKE COMO	(57,100)	1.557	\$ (889)	(20,900)	1.697	\$ (355)	(32,500)	1.764	\$ (573.30)	(145,700)	1.825	\$ (2,659)	(45,500)	1.700	\$ (774)	\$ (5,250)
47 SPRING LAKE	-	0.628	\$ -	-	0.626	\$ -	-	0.683	\$ -	-	0.698	\$ -	-	0.686	\$ -	\$ -
48 SPRING LAKE HGTS	(980,300)	1.410	\$ (13,822)	-	1.360	\$ -	(15,700)	1.377	\$ (216.19)	(301,000)	1.373	\$ (4,133)	-	1.343	\$ -	\$ (18,171)
49 TINTON FALLS	(544,100)	1.937	\$ (10,539)	(68,200)	1.987	\$ (1,355)	(3,243,700)	2.032	\$ (65,911.98)	(4,590,500)	2.007	\$ (92,127)	(35,265,200)	2.097	\$ (739,511)	\$ (909,445)
50 UNION BEACH	(345,500)	2.683	\$ (9,270)	(52,500)	2.791	\$ (1,455)	(68,900)	2.789	\$ (1,921.62)	(23,500)	2.739	\$ (644)	(325,800)	3.322	\$ (10,823)	\$ (24,123)
51 UPPER FREEHOLD	(30,600)	2.433	\$ (744)	-	2.401	\$ -	-	2.372	\$ -	(62,400)	2.347	\$ (1,665)	(27,200)	2.329	\$ (633)	\$ (2,843)
52 WALL TWP	(25,720,300)	1.884	\$ (484,570)	(627,300)	1.847	\$ (11,586)	(110,600)	1.813	\$ (2,005.18)	(4,019,000)	2.888	\$ (116,069)	(1,557,300)	2.825	\$ (43,429)	\$ (657,659)
53 WEST LONG BRANCH	(6,408,000)	2.116	\$ (135,593)	(846,700)	2.216	\$ (18,753)	(917,700)	2.172	\$ (19,932.44)	(4,728,600)	2.175	\$ (102,847)	(185,200)	2.331	\$ (4,317)	\$ (281,453)
Source/President's Report	(2,147,004)			(943,342)			(1,443,000)			(4,728,600)	\$ (1,559,553)			\$ (1,449,273)		\$ (7,742,175)

## Photo Repository

As the old adage goes, a picture is worth a thousand words. From photos stapled to property record cards, to endless folders of photos on old computers or memory cards, the ADP searchable historic photo archive gives assessors the ability to manage and search for parcel photography with ease.



## Photo File-Naming Procedure - 2018

All photographs captured for the purpose of archival and review in the Monmouth County Photo Archive within Tax Board Portal and accessed by Online Appeals and OPRS, must have a unique filename within the State. There are six (6) fields or parts to the filename:

1. County / District Code
2. Block
3. Lot
4. Qualifier
5. Photo Location
6. Photo Number

The formal convention or presentation of the filename is as follows:  
CountyDistrict-Block-Lot-[Qualifier]-Photo Type -PhotoNumber.jpg

The formal rules are as follows:

- All Field Separators will be a dash "-" including the Picture number. Therefore, every complete filename will ALWAYS have 4 "-" separating the 5 required fields.

- 
- The Qualifier Field must be represented even if it is “empty”. The Qualifier will remain an optional parameter however there will always be a field separator "-" to hold its position. Any Photo that does not have a Qualifier will have "--" following the Lot (see example A).
  - All Decimal Points or periods "." denoting a Block or Lot suffix will be changed to an underscore "\_" as before (see example B).
  - All filenames will end with ".jpg" (read as dot jpg (joint photographic group))
  - The “Photo Location” describes the location of the photo. The purpose of this designation is to manage what is presented on public websites and what is accessible through OPRA. (Only Front photos should be presented through OPRS and no Internal photos should be delivered through OPRA.)
    - “F” = Front Photo
    - “R” = Rear Photo
    - “A” = Accessory (shed, pool.....)
    - “I” = Internal photo

## CIA – (Commercial Income Approach)

In another first for New Jersey, this online tool gives assessors the ability to create an income approach to valuation using their respective Chapter 91 income and expense data. This advanced tool allows for the population of a commercial income and expense database to be used to create an income approach to valuation for the defense of assessment challenges and the mass appraisal of commercial property during the annual reassessment process. Due to the complexities of creating an income and expense database, this process was widely done by hired professionals. For the more advanced assessor who used Microsoft Excel or Microsoft Access to manage their commercial data, this tool not only saves time but money.

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Administration Forms ADAM 360 Commercial Assessment Reports

Please Select Commercial Property Information

Municipality:  Property Class:

Block:  Lot:  Qualifier:  Address:

Search by Block, Lot and Qualifier OR Address – Do NOT enter both Enter minimal data for Address i.e. for "10 Main Street" type "10 Main"

Search Result showing Records 1 to 20 of 73

Block/Lot/Qualifier	Property Address	Property Class	Owner Name	Owner Address	Property Assessed (Y/N)	Action
2402-1	228-230 MAIN STREET	4A	228 MAIN STREET REALTY, LLC	228 MAIN ST, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2407-3	150-158 MAIN STREET	4A	GERARD S CORIO, INC	150-158 MAIN STREET, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2409-4	17-19 MAIN STREET	4A	SILPT INDUSTRIES, LLC	19 MAIN STREET, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2503-11	504 MAIN STREET	4A	ABJ SNEAKERS, INC	504 MAIN STREET, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2506-10	428 MAIN STREET	4A	JOB SITE, LLC	428 MAIN STREET, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2402-15	200 MAIN STREET	4A	GORCEY, ELIZABETH B M BIBLOWITZ	50 MEMORIAL PARKWAY, LONG BRANCH, NJ 07740	N	<a href="#">Edit</a>
2408-1	111 MAIN STREET	4A	CITY OF ASBURY PARK	1 MUNICIPAL PLAZA, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2410-1	20 MAIN STREET	4A	BP PRODUCTS NORTH AMERICA, INC S BP	PO BOX 941709, HOUSTON, TX 77094	N	<a href="#">Edit</a>
2503-12	508 MAIN STREET	4A	MAXWELL, DOUGLAS	20 E END AVENUE, NEPTUNE, NJ 07753	N	<a href="#">Edit</a>
2508-1	316 MAIN STREET	4A	714 BANGS AVENUE, LLC S TTI OF USA	150 BROADWAY, STE 1500, NEW YORK, NY 10038	N	<a href="#">Edit</a>
2402-16	308 MAIN STREET	4A	208 MAIN STREET REALTY, LLC	308 MAIN ST 1ST FL, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2409-2	25 MAIN STREET	4A	NGUYEN, PHUOC	407 WAVERLY AVE, NEPTUNE, NJ 07753	N	<a href="#">Edit</a>
2502-1	501 MAIN STREET	4A	FOUNTAINHEAD INVEST S ROBERT BOEHNER	PO BOX 10, PARK RIDGE, NJ 07656	N	<a href="#">Edit</a>
2506-8	400 MAIN STREET	4A	JACKSON LAND-KORNYTZ, LLC S B DUBEL	58 OBRE PL, SHREWSBURY, NJ 07702	N	<a href="#">Edit</a>
2508-8	300 MAIN STREET	4A	MA PROPERTY HOLDINGS, LLC	264 HIGHWAY 35 S, EATONTOWN, NJ 07724	N	<a href="#">Edit</a>
2407-2	162-168 MAIN STREET	4A	219 LINCOLN AVE CORP	PO BOX 737, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2409-3	21 MAIN ST B ROR SPRINGWOOD	4A	21 MAIN STREET HOLDINGS, LLC	21 MAIN STREET, ASBURY PARK, NJ 07712	N	<a href="#">Edit</a>
2503-1	510 MAIN STREET	4A	COAST CIGARETTE SALES INC	485 NEPTUNE BOULEVARD, NEPTUNE, NJ 07753	N	<a href="#">Edit</a>

Section Type	Units	Unit Type	Market Rent (\$)	Adj (%)	Rent (\$)	GPI (\$)	Market Vacancy (%)	Adj (%)	Vacancy (%)	EGI (\$)	Market Expense Ratio (%)	Adj (%)	Expense Ratio (%)	NOI (\$)	Market Cap Rate (%)	Adj (%)	Cap Rate (%)	Load w/ Tax Rate	Market OAR Cap Rate (%)	Section Valuation (\$)	Valuation Per Unit (\$)	Action
Power-Rt35-Small InLine (Under 5k)-B	50,000	SF	30.00	100	30.00	1,500,000	5.00	100	5.00	1,425,000	10.00	100	10.00	1,282,500	6.00	100	6.00	0	6.00	21,375,000	427.50	<a href="#">X</a>
Power-Rt35-Lg InLine (5k-10ksf)-B	60,000	SF	26.00	100	26.00	1,560,000	5.00	100	5.00	1,482,000	10.00	100	10.00	1,333,800	6.00	100	6.00	0	6.00	22,230,000	370.50	<a href="#">X</a>
Power-Rt35-Junior Anchor (10k-35ksf)-B	75,000	SF	20.00	100	20.00	1,500,000	5.00	100	5.00	1,425,000	10.00	100	10.00	1,282,500	6.00	100	6.00	0	6.00	21,375,000	285.00	<a href="#">X</a>
<b>Total</b>	<b>185,000</b>					<b>4,560,000</b>				<b>4,332,000</b>				<b>3,898,800</b>						<b>64,980,000</b>		

[Add Sections](#) [Save](#)

Income Approach Valuation (\$): 64,980,000 Square Footage: 26745

Adjustment Amount

Amount (\$)	Reason	Notes	Action
0			<a href="#">Add New Row</a>

Final Valuation (\$): 64,980,000 Other Notes:

CH91 Response: 2016 07/12/2016

Report Type:  [Print](#)

### MANAGE COMMERCIAL COST DRIVERS

Code	RTOT	Section Type	Units	Unit Type	Rent(\$)	GPI(\$)	Vacancy	EGI(\$)	Expense Ratio	NOI(\$)	Cap Rate(%)	Load w/Tax Rate	Market OAR Cap Rate(%)	Section Valuation (\$)	Valuation Per Unit(\$)
		Power-Rt35-Small InLine (Under 5k)-B	50,000	SF	30.00	1,500,000	5.00%	1,425,000	10.00%	1,282,500	6.00%	0.00%	6.00%	21,375,000	427.50
		Power-Rt35-Lg InLine (5k-10ksf)-B	60,000	SF	26.00	1,560,000	5.00%	1,482,000	10.00%	1,333,800	6.00%	0.00%	6.00%	22,230,000	370.50
		Power-Rt35-Junior Anchor (10k-35ksf)-B	75,000	SF	20.00	1,500,000	5.00%	1,425,000	10.00%	1,282,500	6.00%	0.00%	6.00%	21,375,000	285.00
		<b>Total</b>	<b>185,000</b>			<b>4,560,000</b>		<b>4,332,000</b>		<b>3,898,800</b>				<b>64,980,000</b>	

Income Approach Valuation: \$64,980,000 Square Footage: 26745 CH91 Response: 2016 07/12/2016

Final Valuation: \$64,980,000 Other Notes:



## Mapping Engine – ESRI-based GIS

One of our most robust and powerful tools for day to day assessment administration and appraisal operations is the Assessment Demonstration Program's geographic information system (GIS).

The ADP GIS allows for Countywide or Municipal based filtering options for all users.

Easy to use search features allow assessors to query a number of fields to locate a property. Parcel identifier (block, lot, qual), owners name, and street address can all be used to search for a subject. The ADP GIS system is directly connected to each district's Computer Assisted Mass Appraisal system (CAMA), allowing for daily updates of recent sales, tax appeals, parcel boundaries and more. Layers have been added from other State agencies that utilize the ESRI platform allowing the user to view contaminated sites, FEMA Flood Zones, NJ Department of Environmental Protection wetlands, and hazardous waste sites.

Assessment Demonstration Program GIS Monmouth County Tax Board

(1 of 2) 13Muni-Block-Lot-Qual

Parcels: 6 COQUETTE LANE

BlockLotQual	1332-760-2
BLOCK	760
LOT	2
Q Code	
Owner's Name	
Year Built	2001
Interior Square Footage (non-basement)	4,371
Land Description	639X126
Acreage	1.73
Style	5
Bedrooms	8
Bathrooms	5
Current Sales Date	8/19/2018
Current Sales Price	1,450,000
NU Code	0 - No Value
Sales Ratio Range	1.01
Building Class	19 - Residential - Single Family Residence - High
Neighborhood	HI32
Value Control Sectors (VCS)	MOHL
Zone	R-45
Map Page	74
Additional Lots	
Building Description	2.5SS1G
Date Inspected	06/26/17
PRC Building Assessment	766,600
PRC Land Assessment	694,900
PRC Total Assessment	1,461,500
SqFeet	75,358.80
OPRS Link	<a href="#">More info</a>
Photos Link	<a href="#">More info</a>

Picture

[Zoom to](#)

Assessment Demonstration Program GIS Monmouth County Tax Board

1332-885-8.04

Parcels

- 1332-885-8.04
- Esri World Geocoder
- 1332, NLD
- 1332, BEL
- 1332, LUX
- 1332, SVN
- 1332, MKD
- 1332, ZAF

Parcels: NAVESINK RIVER RD

BlockLotQual	1332-885-8.04
BLOCK	885
LOT	8.04
Q Code	
Owner's Name	BONGIOVI JOHN F.JR.%(GUDV) SUSSMAN
Year Built	1999
Interior Square Footage (non-basement)	17,200
Land Description	8.37
Acreage	8.37
Style	5
Bedrooms	6

[Zoom to](#)

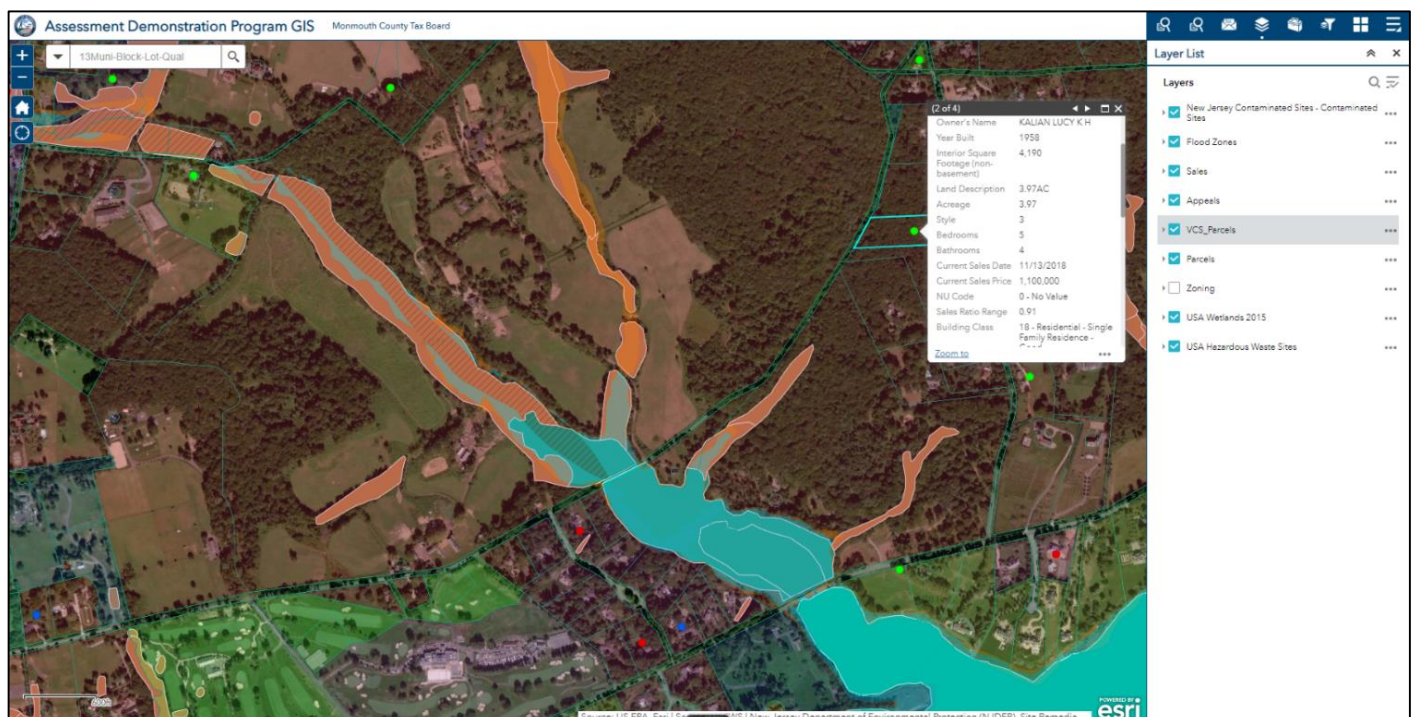
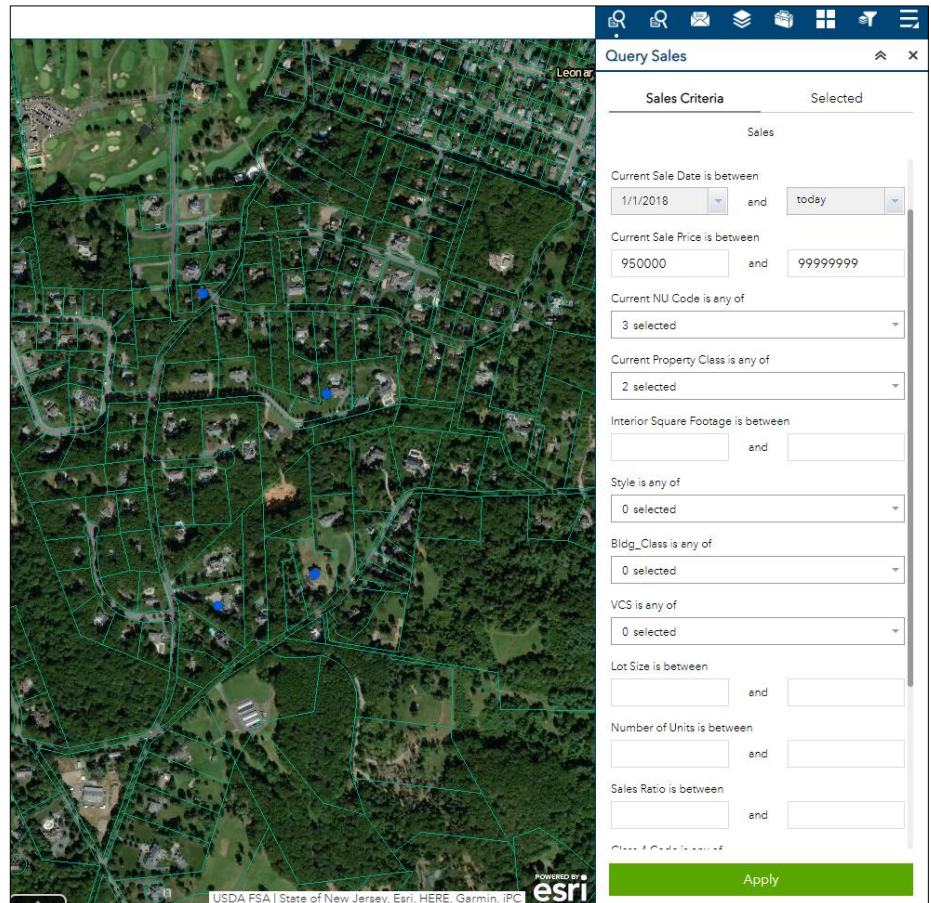


Each parcel, when clicked, displays same day information from the CAMA system.

An "Update Map" feature allows assessors to make changes in their CAMA and have them displayed instantly after the update script is complete.

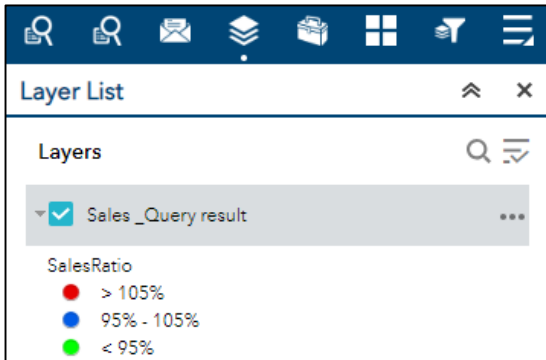
A custom parcel and sales query widget allows users to refine searches for faster and more accurate results.

Searchable sale items include; current sale date, sale price, the usability of the sale, property class, square footage, building style, construction class, land value control sector, lot size, year built, commercial use, sale ratio and number of units.



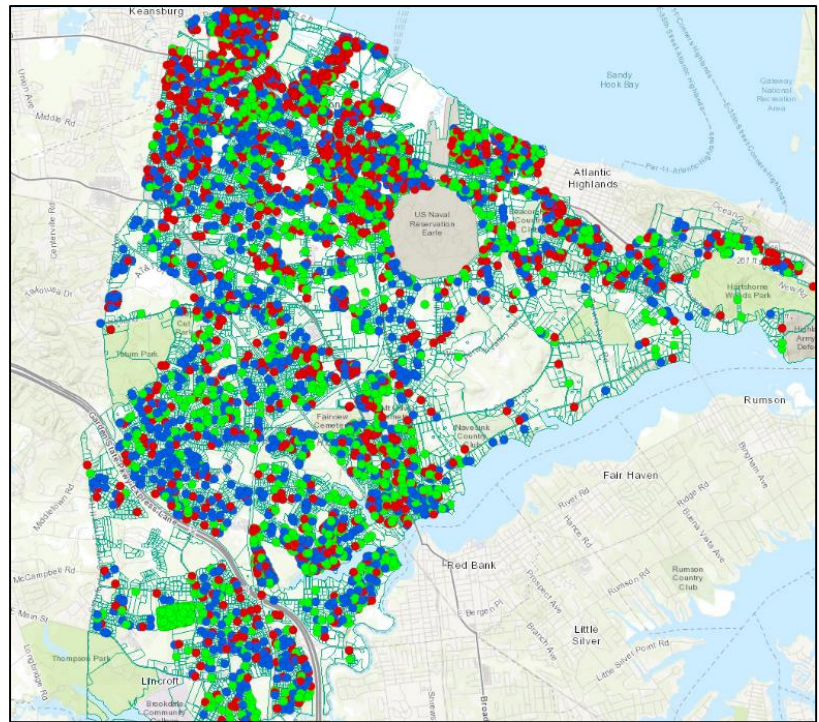


Each sales query also serves as an instant ratio study by color coding

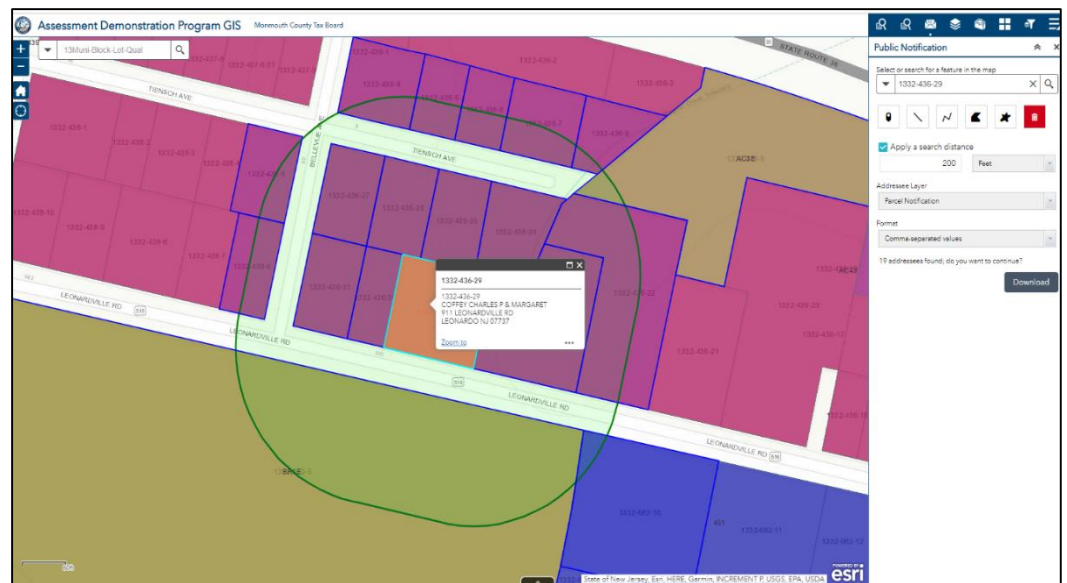


each sale.

In addition to the custom tools, the ADP GIS provides the ability to measure, draw and print the map.



Another time saving feature is the public notification widget. Commonly known as the 200-foot list search, this widget creates an ownership list of parcels within a 200ft radius of the subject property. This list assists the planning and zoning boards in giving proper notice to homeowners.



Prior to the ADP GIS, this was commonly done with a paper tax map, drafting compasses and manual entry into the CAMA system to print an ownership list. The add data widget allow users to create maps outside of the ADP GIS framework and add them to the county based system.



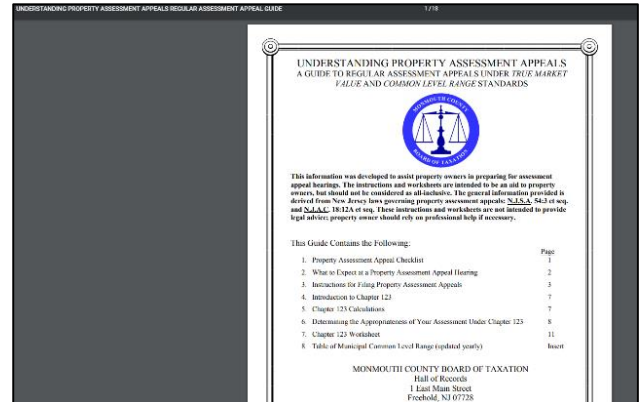
Lastly, the select data feature is used to select sales or specific parcels and export the data into an excel spreadsheet. A number of assessors then use custom excel macros to sort and format the spreadsheet for various uses. Prior to the creation of this advanced GIS system, Microsoft Excel files were created using the INFORMER Relational Query Language, INFORMIX Version 3.30.14 Copyright (C) 1981, 1982, 1983, 1984 Relational Database System. These spreadsheets were then normalized in Microsoft Excel and mapped in Google Earth. This process was not only time consuming but required reproduction after new sales or changes in property characteristics occurred.

The screenshot displays the 'Assessment Demonstration Program GIS' interface for the Monmouth County Tax Board. The main map area shows various colored parcels with labels like A221, A225, A227, A231, A233, A239, A244, A245, A246, A247, A248, A249, A250, A251, A252, A253, A254, A255, A256, A257, A258, A259, A260, A261, A262, A263, A264, A265, A266, A267, A268, A269, A270, A271, A272, A273, A274, A275, A276, A277, A278, A279, A280, A281, A282, A283, A284, A285, A286, A287, A288, A289, A290, A291, A292, A293, A294, A295, A296, A297, A298, A299, A300, A301, A302, A303, A304, A305, A306, A307, A308, A309, A310, A311, A312, A313, A314, A315, A316, A317, A318, A319, A320, A321, A322, A323, A324, A325, A326, A327, A328, A329, A330, A331, A332, A333, A334, A335, A336, A337, A338, A339, A340, A341, A342, A343, A344, A345, A346, A347, A348, A349, A350, A351, A352, A353, A354, A355, A356, A357, A358, A359, A360, A361, A362, A363, A364, A365, A366, A367, A368, A369, A370, A371, A372, A373, A374, A375, A376, A377, A378, A379, A380, A381, A382, A383, A384, A385, A386, A387, A388, A389, A390, A391, A392, A393, 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## Online Tax Appeal- (Submission, Management, Judgement)

(<https://secure.njappealonline.com/prodappeals/login.aspx>)

Prior to the implementation of the ADP, a vital component of the assessment process was identified as road block to success; the paper based challenge to an assessment. The paper appeal process required taxpayers to file a form challenging their assessment individually with the Assessor, Municipal Clerk, and the Monmouth County Board of Taxation. Evidence submitted seven days prior to the hearing such as photos, maps, sales records or mortgage notes were required to be copied and served on each individual office. The Assessor was also required to serve each individual office, causing districts with high appeal volume to scramble at the last minute to meet mailing deadlines. At the individual hearings, banker boxes of records could be found sitting alongside the assessor and their legal counsel. Poster board was used to display maps and printed photos could be found scattered across the bench. County hearings took as long as five months to complete.



A significant change to increase public service and reduce costs was created; the Monmouth County Tax Board opened the Online Appeal System in 2010 (the first of its kind in the State of New Jersey). In 2013, Union County, began utilizing the system as well. In 2014, Burlington and Hudson Counties also adopted the system with great result, reporting greater efficiency and reduced hearing times. What was once a five-month process can now be done in as little as two months. Originally only records retention, this advanced system provides Business Intelligence (BI) which increases the uniformity and accuracy of appeal judgments. In 2018, 93% of the 3,265 appeals filed were filed electronically using the Online System.

Working in collaboration with the Monmouth County Assessors Association, the Monmouth County Board of Taxation and other jurisdictions who have adopted the system within the State, the Online Tax Appeal systems continues to improve and develop.

The system features:


- A thirteen-page guide to understanding the appeal process.
- A secure user registration database and login system allows taxpayers and tax appeal professionals to use the same username and password annually and process payment via a credit card.
- The landing page, categorizes appeals for ease of use in the following categories:

Unviewed Appeals	Affirmed
Viewed Appeals	Pending Evidence
New Evidence Added - Electronic	Evidence in Progress
New Evidence Added - Paper	Pending Settlement Offers
Total Submitted Appeals	Settlements Attached
Total Submitted Appeals - Paper	Today's Hearing Schedules
Total Submitted Appeals - Electronic	Understanding Appeal Guide-Added
File an Appeal	Understanding Appeal Guide-Regular
Request for Affirmance without Prejudice	Frequently Asked Questions
Work in Progress Appeals	

Appeal management allows assessors to search prior and current year appeals.

- Search results display color coded by action. If an appeal has been signed by all parties and the settlement is complete, it will display a green "SC" icon. If a settlement offer is rejected by the taxpayer, a red "SR" will appear. If a settlement is created and not signed, a yellow "SP" will indicated a settlement is pending.

Action	
<a href="#">View</a>	SC N
<a href="#">View</a>	SP N
<a href="#">View</a>	SR N



## Appeal Filing System

Home | My Profile | Help | FAQs | Contact Us

Organization : Monmouth | Welcome Alex Worth  
Account: Monmouth County Board Of Taxation | LOGOUT

Appeal Type : REGULAR

Appeal Management	Appeal Calendar	Reports	Help
<a href="#">Enter Appeal</a> <a href="#">Search Appeals</a> <a href="#">Review Appeals</a> <a href="#">Exported Appeals</a> <a href="#">Appeals on Map</a> <a href="#">Publish Evidence</a> <a href="#">View Judgments</a>	<div>2019</div> <div>--ALL--</div> <div> <div>From</div> <div>Lot:</div> <div>Qualifier:</div> </div> <div> <div>From</div> <div>To</div> <div>From</div> <div>To</div> <div>From</div> <div>To</div> </div> <div> <div>Hearing Date:</div> <div>Submitted Date:</div> <div>Evidence Date:</div> <div>Appeal Number:</div> </div>	<div>Company Name:</div> <div>Attorney Last Name:</div> <div>Property Owner:</div> <div>Status:</div> <div>Appeals With:</div> <div>Entry Method:</div> <div>Filter By:</div> <div>Document Id Range:</div> <div>Tracking Number:</div>	<div>Search</div> <div>Clear</div>

- Searches can be filtered and exported to a Microsoft Excel spreadsheet with a click of a button.
- The review appeal option gives the assessor the opportunity to view the appeal in the order it will be presented at time of the hearing. This view displays the comparable sales information entered by both parties in support of their respective opinion of value.
- Sales are shown on a map and when hovered over, the distance in miles is displayed from the subject property. The property photo tab displays a front photo from time of inspection and the bird's-eye view shows a 360 degree map of the subject property. Within the attachments section, documents, photos, maps, appraisals and more can be displayed with a click of the button. Notes can also be added and displayed for each comparable sale.
- The mailing of paper forms is now replaced with digital filing and tracking. The online system allows taxpayers and assessors alike to file an appeal with the Monmouth County Board of Taxation online. The system sends the appropriate documentation and notification to all parties via email, replacing the need for

**Appeal Filing System**

Appeal Type: REGULAR

Organization: Monmouth | Welcome Alex Worth  
Account: Monmouth County Board of Taxation | LOGOUT

**View Appeal Information**

Tracking Number: 1203803809 Appeal Number: 32-1900149L Document ID: 1203803809

Municipality: Middletown Twp. Property Location: 804 CHURCH LANE

Block: 847 Lot: 3.01 Qualifier: Lot Size: 25X135 Appeal Code: L

**Owner Information**  
ELGOL, CHRISTOPHER & RAULS, RUTH  
804 CHURCH LANE  
MIDDLETOWN, NJ 07748  
732-842-4590

**Additional Information**  
R ARMEN McOmber, ESQ.  
McOmber & McOmber, P.C.  
34 Shrewsbury Avenue  
Red Bank, NJ 07701  
732-842-4590  
ram@regal.com Fax: 732-530-8545

**Property Valuation**

	Land	Improvement	Abatement	Total
Current		\$156,400	\$332,000	\$688,400
Request				

**Payment Information**

Payment Type: Check Payment Payment Amount: \$100 Transaction ID:

**Comparable Sales**

Block	Lot	Property Location	Sale Price	Sale/Deed Dt	Added By
847-115	861	CHURCH LANE	\$647,700	07/27/2018	aworth on 12/24/2018 2:13PM
847-18	17	KINGFISHER DR.	\$710,000	10/04/2017	aworth on 12/24/2018 2:13PM

**Re: Monmouth County Assessment Appeal Comparable Sales Evidence for - 804 CHURCH LANE**

Date: 4/26/2019

R ARMEN McOmber, ESQ.  
McOmber & McOmber, P.C., 34 Shrewsbury Avenue  
Red Bank NJ 07701

Block: 847 Lot: 3.01 Qualifier:

Dear Taxpayer,

Please find comparable sales below, which may be used by the municipality in defense of the appeal filed against the 2019 property assessment.

BLOCK	LOT	ADDRESS	PRICE	DATE
847	115	804 CHURCH LANE	\$647,700.00	07/27/2018
847	18	17 KINGFISHER DR.	\$710,000.00	10/04/2017
847	2	3 BRADFORD TERR	\$740,000.00	08/09/2018

<

mailing the forms and evidence to multiple parties. Once new evidence is entered, it is automatically sent to each party.

- Should a taxpayer file a paper appeal, the system allows the assessor to easily generate all applicable mailings at the click of a button and will still populate within the system to include the mapping of comparable sales at time of hearing.

Appeal Management

Appeal Calendar

Reports

Help

Appeal Type : REGULAR

Account: Monmouth County Board of Taxation

LOGOUT

Review Appeal Information

Tracking Number: 1213457521

Appeal Number: 32-1900284D

Document Id: 121345

Status: Judgment: Issued

Entry Method: PAPER

Print Appeal Form

Print Summary

Export Appeal

Municipality: 1332 Middletown

Location: 49 FLORENCE AVE

Block/Lot/Qual: 338-4

Owner(s): BIANCHI, CYNTHIA M. & HOLLIS

Price per Sq. Ft.: \$55.56

Property Valuation

	Land	Improvement	Abatement	Total
Current	\$128,900	\$31,700		\$160,600
Request				\$125,500

Supporting Documents

Attachment	Attachment Desc	Uploaded Dt
Submitter Attachments		
<input type="checkbox"/> Appeal Form	Appeal Form	01/08/2019 10:30 AM
<input type="checkbox"/> Manual Appeal Form		01/08/2019 10:50 AM
<input type="checkbox"/> Comparable Sales Report		01/08/2019 10:55 AM
<input type="checkbox"/> Other Documentation		01/08/2019 10:58 AM
<input type="checkbox"/> Photographs of the Property		01/08/2019 11:00 AM
<input type="checkbox"/> Photographs of the Property		01/08/2019 11:06 AM

Map

Property Map

Property Photo

Bird's EyeView

Home View

Open Map

Comparable Sales

Deleted Comparables Log

	Tax Map	PRC	Municipality	Location	Block-Lot-Qual	Class	NU Cd	Lot Size	Bldg. Desc	Year Built	Sale Date	Sale Price	Sq.Feet	Price per sq.ft.			
			30	PRC	Middletown	102 BURLINGTON AVE	351-11	2	7	25X148	1.5SF10B	1933	09/04/2018	\$190,000	761	\$249.67	
			29	PRC	Middletown	125 CENTER AVE	330-17	2	7	50X100IRR	1SF1G10B	1918	01/25/2018	\$220,000	852	\$258.22	
			31	PRC	Middletown	15 FLORENCE AVE	359-5	2		100X100		1944	04/02/2018	\$214,000	572	\$374.13	
			29	PRC	Middletown	19 RIDGEWOOD AVE	343-10	2		50X71 IRR	1SF1G	1943	11/09/2018	\$183,000	920	\$198.91	
			31	PRC	Middletown	49 FLORENCE AVE	338-4	2	26	25X157 IRR	1SF	1933	06/05/1999	\$40,000	720	\$55.56	
															* - Not entered by submitter		
			30	PRC	Middletown	21 BREVENT AVE	392-9	2		25X125 IRR	1SF	1908	11/30/2016	\$60,000	836	\$71.77	
			29	PRC	Middletown	466 Monmouth Ave.	306-44	2		50X121 IRR	1SF1G	1933	08/25/2017	\$120,000	1188	\$101.01	
			29	PRC	Middletown	98 Hamilton Ave	343-4	2		50X231 IRR	1SF10B	1928	08/24/2017	\$102,150	1036	\$98.60	
			30	PRC	Middletown	90 Hamilton Ave	348-11.01	2		100 X 125	1SF	1939	12/21/2016	\$135,000	896	\$150.67	
			30	PRC	Middletown	34 Highland Ave	391-3	2		58X125	1SF2G	1908	09/25/2017	\$131,500	960	\$136.98	



Great software is always complemented with good hardware.

The Monmouth County Board of Taxation completed a renovation of their hearing rooms in 2018 to provide the public with more monitors to follow along and larger main screens to allow for better presentation of their appeal.

A smartboard and side monitor can be used by assessors to display maps or evidence.



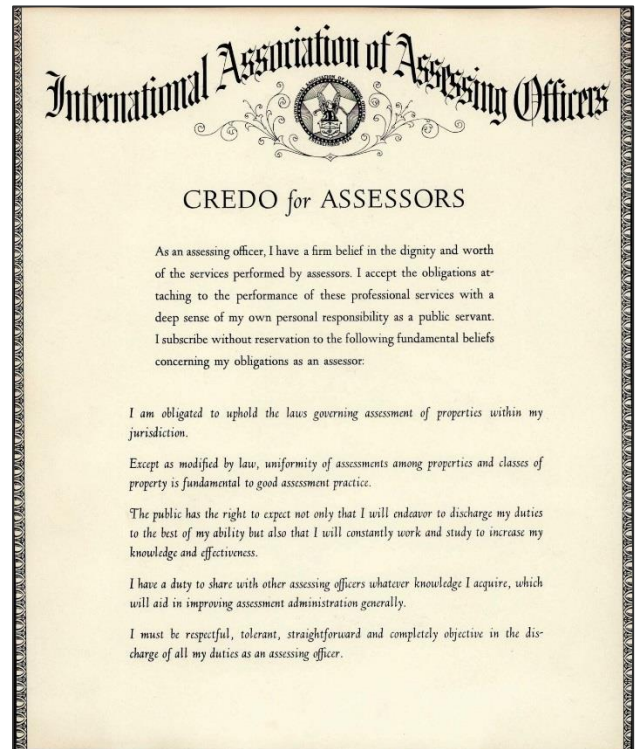
# Education

## *Transformation into the IAAO Mass Appraisal Standard*

Within New Jersey, municipal assessors are required to pass a state-proctored exam to become a *Certified Tax Assessor* (CTA). The State currently provides four courses in support of the assessment function. The first two courses address the administration of the assessment function and cover the State's "Handbook for Municipal Assessors". The third and fourth courses are IAAO course 101 and IAAO course 102. County Tax Board Commissioners, who are the municipal Assessors local oversight, are required to attend and pass the above four classes but are not required to pass the comprehensive CTA Exam. Within Monmouth County, we would like to see these requirements expanded.

Monmouth County has recognized that to provide the type and level of public service that our modern society demands, the municipal assessors core body of knowledge must be expanded. Stated differently, within New Jersey the mass appraisal function is primarily performed by outside consultancy every 10+ years. To position the municipal assessor with the tools needed to conduct annual reassessments and maintain assessments at current market value, the local assessor must be given a host of new requirements and abilities which are not currently available to the outside consultancy currently providing this service.

To accomplish this transformation, the Monmouth County assessment community has incrementally inserted an increasing number of IAAO standards into its policies and procedures. As evidenced by the procedures outlined in the assessor's annual "Implementation Requirements", the procedures being required to submit the revised



***Pictured above: the IAAO Credo for Assessors. This document, framed in many of the ADP Assessor's offices, was featured on the 2014 cover page of our "Road Map to Compliance", a basic guide in support of the ADP reassessment. This document was based on the core principals and teachings of the IAAO and inspired by assessment districts throughout the world.***



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Preliminary Tax List continue to become more granular and precise. The criteria being used to validate the year-over-year submission continues to demand a greater level of professional service.

To elevate the municipal assessors core competencies, the Monmouth County assessment community has set its eye on the acquisition of the IAAO *Mass Appraisal Specialist* (MAS) designation for its general membership. Within Monmouth County we have completed courses 101, 102, 300 and 331. Furthermore, we are looking to schedule course 332 for the summer of 2019.

Requirement of IAAO *Mass Appraisal Specialist* (MAS) designation:

1. IAAO Course 101: Fundamentals of Real Property Appraisal
2. IAAO Course 102: Income Approach to Valuation
3. IAAO Course 300: Fundamentals of Mass Appraisal
4. IAAO Course 331: Mass Appraisal Practices and Procedures
5. IAAO Course 332: Modeling Concepts
6. IAAO Course 333: Residential Model Building
7. IAAO Workshop 171 Standards of Professional Practices and Ethics or IAAO online Standards of Practice and Professional Ethics Supplement
8. IAAO 151 or a Foundation-approved two-day USPAP course.

The Monmouth County assessment community is not quiet about the current state of the assessment function and they continue to go through extraordinary lengths to DEMONSTRATE a modern solution.

Increased requirements in the area of education will elevate the tax practitioners and position them to better provide the level of assessment accuracy that the public deserves. Through the array of changes that are being made within the ADP, it is Monmouth County's intention to shepherd a statewide transition into a modern assessment function that includes the mandatory use of IAAO standards for more than a thousand of the professionals that are tangentially connected to the assessment function and the millions that are serviced by it.

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# Measures of Success

## General Coefficient of Deviation

This is an average absolute deviation from the average assessment ratio. It is expressed as a percentage of the average assessment ratio for each taxing district. The General Coefficient of Deviation is widely accepted as the primary indicator of assessment uniformity.

The assessment function is focused on the uniformity and accuracy of the assessments NOT the resulting tax responsibility. When the assessments are set to the same standard (market value) in a uniform way, the tax levy will be distributed fairly in accordance with the NJ Constitution. With New Jersey ranked as having the highest property taxes in the nation, establishing and maintaining accurate distribution has become increasingly more important over the past several years.

Due to performing annual reassessments coupled with advancements in technology and education, Monmouth County's average General Coefficient of Deviation weighted by the number of sales is the lowest in recorded history.

2014	2015	2016	2017	2018
12.02	10.38	9.47	9.27	9.13

## Calendar Reduction of Refunds

By adjusting the sequence of the assessment calendar, placing the appeal process before the budgetary process, since 2014 we have completely avoided budgetary shortfalls of \$19,751,789 which would have occurred in the old calendar as a result of assessment reductions due to appeals. If our calendar was in place statewide for the same period, it would have addressed \$186,724,611 in "anticipated but uncollected revenue".

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## Assessment to Sales Ratio Study

In the traditional assessment model, an individual property's assessment is not expected to be representative of the true market value. Assessments in the traditional model are set in a revaluation year and are then left stagnant for several subsequent years. The traditional model attempts to address the market changes by applying the "Director's Ratio" to each property's assessment annually. An individual assessment has to be divided by the director's ratio to determine the "implied market value" to which the property is actually being assessed. An assessment notice is mailed to property owners annually. This notice does not contain any specific information on what their municipality's director's ratio is; therefore, a complete lack of transparency exists as to how the property is truly being assessed.

The ADP has done away with the lack of transparency now; the assessment equals the market value. Engaged municipalities are getting closer to the 100% target each year. More importantly, the average municipal ratio deviation from the 100% target continues to shrink. The shrinking deviation from 100% is a reflection of the better assessment transparency being provided under the ADP.

<b>Year</b>	<b>Average Ratio</b>	<b>Median Ratio</b>	<b>Average Deviation From 100%</b>
2014	93.52%	93.79%	9.27%
2015	94.65%	96.60%	6.93%
2016	95.91%	97.03%	5.15%
2017	95.52%	96.78%	4.92%
2018	95.10%	95.65%	5.90 %

This is important because the traditional assessment model has an assessment inaccuracy acceptability of 30%! A property with an assessment of 1,000,000 means that the property's true value is "somewhere between about 850,000 and 1,150,000". In a municipality that has an equalized general tax rate of 2%, the translation to this example is that the correct tax distribution for this property is "somewhere between about \$17,000 and \$23,000".

See Addendum #8:

Study 1: Monmouth County Historical General CODs (44 Municipalities that reassessed in 2018)  
Study 2: Monmouth County Historical General CODs

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Study 3: Setting a Baseline by Ranking the Counties by Level of Recent Assessment Maintenance

Study 4: Weighted Average General Coefficient of Deviation (COD)

Study 5: Accuracy of Assessments (Maintaining Assessments vs. Not Maintaining Assessments)

Study 6: Average General COD (Maintaining Assessments vs. Not Maintaining Assessments)

Study 7: Weighted Average General COD (Maintaining Assessments vs. Not Maintaining Assessments)

Study 8: Average Stratified Residential COD (Maintaining Assessments vs. Not Maintaining Assessments)

Study 9: Weighted Average Stratified Residential COD (Maintaining Assessments vs. Not Maintaining Assessments)

- Monmouth County 2018 Director's Ratio in Reassessment Districts (44 Municipalities Reassessed in 2018)
- Historical Ratio Comparison in Monmouth County Reassessment Districts
- Statewide Assessment Transparency (Maintaining Assessments vs. Not Maintaining Assessments)

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# Success Was Not Without Obstacles

## Assessment Volatility During Implementation

In the interest of full transparency, assessment volatility is necessary and unavoidable when transitioning from the traditional model to annual reassessments due to the lack of maintenance performed in prior years. The good news is that, generally, the year-over-year volatility lessens with each year of implementation.

No different than a revaluation in the traditional model, volatility comes with initial implementation. This required volatility is not generally embraced by the public. The fact is the lack of effective maintenance is the root cause of volatility and the change demonstrates the need for correction.

Upon implementation of revaluations, Monmouth has experienced challenges with educating the public and keeping them properly informed. It was strongly recommended to any municipalities or counties that implement reassessments that there is no limit to the amount of public relations, transparency and information distribution to the public that should be provided.

## County Rollout Public Relations

Information was disseminated in the forms of FAQs, letters to property owners, public meetings, meetings with homeowner associations, meetings with realtor associations, information posted on municipal and county websites, etc. Also, all governing bodies and municipal administrations were consulted to fully understand and are able to field questions that the public may have related to the reassessments.

## Freeze Act- (Historic Management of Protection Against Punitive Assessments)

The Freeze is widely described as a taxpayer protection from a punitive assessor. When considering the fact that between revaluations assessors are strictly prohibited from changing assessments without cause, many see the Freeze as a protection for attorney payments. Further still, in the years between revaluations, there is no “lifting of the freeze act” after the two subsequent years because the assessor is handcuffed from making changes without cause. So, the reality is, barring the physical change to the

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parcel, the uncontested judgment should run to the next revaluation. From this view, the judgment's implied market value is only changing based on the change in the ratio being driven by the sale of other properties.

Within the ADP we expect, in general, that the judgment will be honored as "the basis for assessment" and the base will be modified by the changes observed in the local market. This approach ensures that the average taxpayer's exposure to over-payments and underpayments is significantly reduced and, most importantly, that the year-over-year change and current obligation are easily understood.

Efforts to protect the taxpayers from punitive assessments should be accomplished by County Tax Board oversight, not a mandate that ensures escaping taxation for some to the detriment of others.

Finally, in a modern landscape capable of performing more accurate annual reassessments, to protect the taxpayers, the legislature should mandate annual reassessments over the Freezing of values that may face significantly different market value evidence in subsequent years.

The legislative scheme for assessing taxable property in New Jersey intends that the assessed or true value of all the property subject to taxation shall be finally determined, if reasonably possible, during the year in which the tax on such assessed values is due and payable. *George A. Fuller Co. v. Jersey City*, 21 N.J. Misc. 38, 29 A.2d 720 (1943). Taxation Key Number 2678

### **Impact on State Tax Court**

It was anticipated; and it has been observed to perform beyond initial expectations that annual reassessments systemically reduce the costs and exposure associated with State Tax Court Tax Appeals. The traditional assessment model legally prohibits the Assessor from annually changing individual assessments (regardless of what the market-data says). The ADP model **REQUIRES** the Assessor to annually review each assessment and revise it to its current market value. Annual reassessments mitigate multi-year Tax Court filings. When administered by an engaged Assessor, the future assessments of property pending in Tax Court will reflect a defensible value, thereby reducing refund exposure and the general RISK associated with the unknown of appeal refunds (read Budgetary stabilization).

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## Critics

At the onset of the program, the architects systematically identified the failings of the current system. In doing so, they identified those groups that would likely resist any change to the status quo. Resistance would come from any group that has benefited (in any way) from the failings and frailties of the antiquated system.

Examples of beneficiaries of the antiquated system are:

- **Revaluation Firms:** firms that provide public service contracts to municipalities to “inspect, value and defend” assessments. The Program now requires the local assessor to perform the annual valuation of every parcel.
- **Attorneys:** High taxes can result in large refunds. The appeal process is a multi-million-dollar industry within New Jersey. If individual assessments are made more accurate there will be less need for appeals.
- **Politicians:** those that have exerted undue influence to affect the fair and equitable distribution of the annual levy. Mandatory annual reassessments increase transparency and reduce the opportunity to underpay for extended periods.
- **Taxpayers:** any taxpayer that has, by any means, paid less than a fair share may resist fairer annual distribution.
- **Press:** No news is good news! The local daily record used the fair recalibration of the tax rolls as an opportunity to focus on the increases to some taxpayer’s bill and thus, painting a misguided picture and unfortunately impacting the overall understanding of the property tax system.

Using guidance from the IAAO Standards on Public Relations, an action plan was created to address this matter and the criticism was responded to in a quick, open and honest way. We identified the areas of concern and prepared written documents, in person presentations, local cable TV interviews, YouTube videos, and a number of web based articles to address the concerns in a simple and direct manor.

- **Public Employees:** From the IAAO Standards on Professional Development, “In-service training and continuing education of assessment personnel are essential parts of an effective program of assessment administration”. In New Jersey, all training is not created equal.

Upon adoption of the ADP, resistant from tax practitioners came in multiple forms. Some stated the additional responsibilities as part of their required duties should automatically come with additional compensation. Others who are at the end of their assessment career expressed concern over the increase in education and responsibilities.



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Some tax practitioners in New Jersey share dual roles, in both government and the private sector. Members of real property valuation and consulting firms realized a portion of their income would be affected by the change and expressed apprehension.

### **Elimination of Revaluations**

A fundamental characteristic of the ADP is “annual reassessments”. As part of the implementation plan, the municipal Assessor may review and revise 100% of all properties to the Director’s Ratio. This practice has an immediate impact on the municipality by requiring the Assessor to “fold in” all assessments (up and down) to the Director’s Ratio. By doing so, parcels that were over-assessed are reduced – which has an immediate impact on appeals. Similarly, parcels observed as under-assessed are raised. During the period of “revising to the ratio”, the Chapter 123 corridor remains in place for assessment appeals.

Ultimately, the Assessor will submit a Preliminary Tax List which reflects 100% of market value. At this time, the use of Chapter 123 ends. Every year thereafter the Assessor shall review each property and revise the assessments to current market value. From this point forward the municipality is permanently relieved from:

1. The cost of traditional revaluation (the average cost of a revaluation was \$70 per parcel)
2. The public relations concerns associated with the fear of the shift in the tax burden resulting from the right-sizing of neglected assessments.

A traditional revaluation performed by an outside firm is comprised of valuation, internal-inspection and appeal- defense services. In the ADP model, the Assessor performs valuation and appeal-defense. The differential between the cost of “internal-inspections” and the traditional cost of \$70 per parcel is a permanent savings to the municipality.

If the entire State adhered to the current Administrative Code requirement to perform revaluations every ten (10) years – with roughly 2,500,000 parcels and at an average cost of \$70 per line item for revaluation services – the traditional model would cost \$175,000,000 every 10 years or \$17,500,000 per year statewide. With the municipal Assessor performing annual valuation services and making use of a 10-year internal

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inspection cycle the traditional cost can be cut in half - \$8,750,000 annual savings statewide.

## **Appeal Filings and Reductions**

Appeal volume is not a meaningful indicator of assessment accuracy. Many appeals are a reaction to the tax implication of the assessment, not the accuracy of the assessment. Nevertheless, it should be at least noted that appeal filing volume has dramatically decreased as annual reassessments have been implemented (see section 1 appeal filing numbers). The same results can also be found in Somerset County where annual reassessments have been being done for several years. The public continues to grow a greater level of confidence in the assessment modeling.

Addendum #9 Top 10 Questions Concerning the 2017 Property Reassessment and Impact on Property Taxes.

Asbury Park Q&A with the City's Tax Assessor - Nov. 30, 2017: <https://www.youtube.com/watch?v=2t-xf3C7FTE&t=307s>

Overview of the Real Property Assessment Demonstration Program, Tax Appeals & Property Tax Relief Programs, Manalapan Township Tax Assessor- 2014

<https://player.vimeo.com/video/114994331?title=0&byline=0&portrait=0>

Original 2013 Program Summary

<http://co.monmouth.nj.us/documents/18/PL%202013%20Chapter%2015%20PP%20Implementation%208-27-2013%20Steering%20Com.pdf>

Legislation PL 2013 Ch 15

<http://co.monmouth.nj.us/documents/18/S1213%20FINAL.pdf>

Implementation Schedule

<http://co.monmouth.nj.us/documents/18/Appendix%20A%20Order%20Schedule%208-26-2013.pdf>

Revised Calendar

<http://co.monmouth.nj.us/documents/18/Calendar%20Graphic%20Table%20View%202013.pdf>

New Material Depreciation Law for ADP

<http://co.monmouth.nj.us/documents/18/A4673%20Material%20Depreciation.pdf>

MOODY'S Report

[http://co.monmouth.nj.us/documents/18/NJ%20Assessments%20-%20Final%20Report%20\(2\).pdf](http://co.monmouth.nj.us/documents/18/NJ%20Assessments%20-%20Final%20Report%20(2).pdf)

New Legislation: S2029 Technology Based Real Property Assessment Transition Act

<http://co.monmouth.nj.us/documents/18/S2029%20Technology-Based%20Real%20Property%20Assessment%20Transition%20Act.pdf>

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# Moving Forward

## *Regional Assessing Districts*

The current system of property taxation is not working for the taxpayers of New Jersey or the finances of the governing bodies. Adaptation and change is needed. Gloucester County has demonstrated certain efficiencies that warrant study and replication. Within Monmouth County, the ADP has demonstrated cost savings, transparency and greatly improved levy distribution through increased assessment accuracy.

Monmouth County is seeking to introduce and implement a very important evolution of the ADP: Regional Assessing Districts. Regional Assessing Districts shall be comprised of “similar jurisdictions” that can benefit from having an Assessor who possesses a localized expertise in the conditions and constraints of the sub-markets. Regional Assessors shall be appointed by the “providing jurisdiction” and contracted to member municipalities through shared services agreements. The “providing town” shall hire all necessary support services (i.e. data collection services) however, for purposes of representation at appeals, each member municipality shall make use of their own attorney or valuation expert. It is contemplated that the Assessor’s “tenure and benefits” shall accrue through the “providing jurisdiction” and shall survive dissolution of any or all of the shared services agreements. Further, conflict resolution between member municipalities shall be resolved at the Tax Board, Division of Taxation and then Superior Court. Regional Assessing Districts are intended to maximize the efficiency of shared services, provide meaningful additional cost savings, improve public service through expanded staffing and hours from a centralized office, further improve assessment accuracy to improve the fairness of the distribution of the annual levy and permit municipalities to retain a level of home rule. Regionalized Assessing completely avoids the unfair distribution of systemic costs that is inescapable when the costs are “centralized and apportioned based on equalized value”.

The overarching goal is to establish an environment where counties can control their selection of either the ADP or County Assessing but they should not be able to retain the status quo which, on average, has proven to be broken for both the taxpayers and the finances of the governing body. While there are exceptions to be noted, transition is intended to elevate the general service statewide. We can no longer avoid addressing the worst or average by referencing a well-operated jurisdiction which is statistically an outlier. Through a statewide transition to a modern property assessment function which includes a revised assessment calendar, annual reassessments, increased educational requirements and enhanced technology; each county will improve taxpayer service at a reduced cost.

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## **DIGITAL TAX MAP Shared Service**

The County shall explore the efficiencies of centralizing the municipal tax map maintenance requirements under N.J.A.C. 18:23A-1.27. The thought is that all stakeholders would enjoy the economies and efficiencies of a countywide publicly-bid tax map updating service. The service would result in near real-time tax map updating facilitated by the collaboration of the municipal Assessor, County Tax Board, County GIS, County ITS and a state licensed engineer. The updated data could be made available to the public and government decision-makers via the County's OPRS or GIS websites.

### **N.J.A.C. 18:23A-1.27 Maintenance of tax maps states in pertinent part:**

- (h) On or before January 10th of each year, every municipal tax assessor shall file with the county board of taxation, a duplicate copy of a municipal tax map which conforms to the block and lot designations reflected on the current year's tax list. Each municipality shall provide for the preparation of yearly revisions of the tax map. The municipal tax assessor shall be responsible for providing the municipality's New Jersey Licensed Land Surveyor with deeds and/or subdivision maps necessary for the revision. However, if any year in which no revisions were required to be made to a municipal tax map, the county board of taxation may, upon proper notification by the tax assessor of that municipality, waive the requirement of filing a duplicate copy of the tax map with the board for that year.

### **N.J.A.C. 18:12-4.7 Municipality; conditions to be met states in pertinent part:**

- (i) Within 90 days of a county tax board order to revalue, a municipality shall submit an up-to-date tax map to Property Administration to determine if it is suitable for revaluation use;

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# Awards

We are fortunate to receive recognition for our efforts from the following intuitions and associations;

## ***2019 Distinguished Assessment Jurisdiction Award***

The Monmouth County Assessors Association, and the Monmouth County Tax Board won the highest annual award in the world, nicknamed the “Pulitzer of assessing” from the International Association of Assessing Officers (IAAO) in 2019. This award is presented to a national, state/provincial, regional or local assessment agency that has instituted a technical, procedural or administrative program which is an improvement over prior programs in that jurisdiction and is generally recognized as a component of a model assessment system and a contributing factor to equity in property taxation. Government assessment or revenue agencies that have implemented such a program in the two years prior to nomination with successful results are eligible for nomination.

## ***Featured in the International Association of Assessing Officers (IAAO) Journal of Property Tax Assessment & Administration***

Michael Brady regarding the study wrote:

“We completed a study of online assessment appeal systems for the IAAO and the system developed by Monmouth County was notable for its high rates of electronic filing as well as integration of an informal assessment review program (TIARA). When combined with annual reassessments and changes to the appeals calendar, the Monmouth ADP is clearly having a favorable impact on property tax administration in New Jersey.”

## ***John F. Kennedy School of Government, Harvard University: County Online Assessment Appeal System lauded Designated a 2015 Bright Idea***

FREEHOLD, NJ – The Ash Center for Democratic Governance and Innovation at the John F. Kennedy School of Government, Harvard University, recognized the Monmouth County Online Assessment Appeal System (Online Appeal System) as part of the 2015 Bright Ideas program. Bright Ideas is an initiative that recognizes creative and promising

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government programs and partnerships. The initiative is offered through the Innovations in Government Program, a program of the Ash Center for Democratic Governance and Innovation at Harvard Kennedy School. For more information, please visit <http://innovationsaward.harvard.edu/BrightIdeas.cfm>

"This recognition speaks directly to the County's ongoing efforts to provide enhanced and efficient services," said Freeholder Director Gary J. Rich, liaison to the County Tax Board. "Property owners can file a property assessment appeal with the County Tax Board online in a cost-effective and convenient way."

This year, the Ash Center recognized 124 programs from all levels of government—school districts; county, city, state, and federal agencies; as well as public-private partnerships—that are at the forefront in innovative government action.

"The Bright Ideas program demonstrates that often seemingly intractable problems can be creatively and capably tackled by small groups of dedicated, civic-minded individuals," said Stephen Goldsmith, director of the Innovations in Government Program at the Ash Center. "As exemplified by this year's Bright Ideas, making government work better doesn't always require massive reforms and huge budgets. Indeed, we are seeing that, in many ways, an emphasis on efficiency and adaptability can have further-reaching effects than large-scale reforms."

Monmouth County's Bright Idea, the Online Appeal System, has made it possible for a property owner to file an assessment appeal at any time of the day or night.

"All the relevant documents are uploaded and held within the County's state-certified document repository and are available for electronic review by only those parties connected to a pending action," said Matthew S. Clark, County Tax Administrator. "We have streamlined the process internally and externally with the end result of a modernization of this important part of government service."

Monmouth County has begun offering the Online Appeal Service to other New Jersey counties, and so far, Burlington, Hudson and Union have signed on and implemented the service for their property owners.

"The Online Appeal System is another example of Monmouth County's continued dedication to excellence, innovation and leadership in the field of shared services," said Freeholder Thomas A. Arnone. "Beyond the Ash Center's recognition, three other New



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Jersey counties are using this system and maintaining service levels while simultaneously reducing the cost to taxpayers.”

Property owners who believe their property has an assessed value that is unreasonable compared to a market value standard can file an assessment appeal. By law, a current assessment is assumed to be correct. A taxpayer who files an appeal must overcome the presumption of correctness in the existing assessment by submitting recent comparable sales data.

To begin the online tax appeal process, a property owner must register with the appeals section of the OPRS and gain a secure log-on with a password. The electronic filing process requests current, basic property and assessment information as well as credible evidence as to why the tax assessment appeal should be granted. In addition to recent comparable sales data, items of credible evidence may include property photographs, information about the comparable properties and factual evidence of other related circumstances. “Because electronic filing may not be for everyone, property owners may also continue to file assessment appeals in paper format if they prefer,” Clark said. “We are honored by the Ash Center’s recognition,” said Clark. “We are preparing to deploy similar technologies in other functional areas to further enhance the quality of public service while further reducing costs.”

This is the fourth cohort recognized through the Bright Ideas program, an initiative of the broader Innovations in American Government Awards program. For consideration as a Bright Idea, programs must currently be in operation or in the process of launching and have sufficient operational resources and must be administered by one or more governmental entities; nonprofit, private sector, and union initiatives are eligible if operating in partnership with a governmental organization. Bright Ideas are showcased on the Ash Center’s Government Innovators Network, an online platform for practitioners and policymakers to share innovative public policy solutions.

The Ash Center for Democratic Governance and Innovation advances excellence in governance and strengthens democratic institutions worldwide. Through its research, education, international programs, and government innovations awards, the Center fosters creative and effective government problem solving and serves as a catalyst for addressing many of the most pressing needs of the world’s citizens. For more information, visit [www.ash.harvard.edu](http://www.ash.harvard.edu).

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## ***Moody's Investors Services***

[http://co.monmouth.nj.us/documents/18/NJ%20Assessments%20-%20Final%20Report%20\(2\).pdf](http://co.monmouth.nj.us/documents/18/NJ%20Assessments%20-%20Final%20Report%20(2).pdf)

The Program has been reviewed by Moody's Investors Services.  
Susanne R. Siebel, Analyst, Public Finance Group

"Fairness has surprising impact on credit quality. While the issue of fairness in tax bills seems unconnected to credit, it is, in fact, very closely connected. The temptation is to think that as long as a municipality gets its money, the way the tax levy is divided among households is irrelevant. The problem with this view is that, in addition to the sheer lack of fairness, a faulty assessment is technically illegal.

Maintaining accurate assessments ensures that taxpayers contribute their correct portion of the total tax levy. Simplifying matters for the sake of clarity, the total tax levy should be apportioned to taxpayers based on the percentage that their property is in relation to the total tax base. For example, if a taxpayer's property assessment is 10% of the total assessed value of the tax base, a taxpayer should pay 10% of the tax levy. Without accurate assessments, it is easy for taxpayers to pay an incorrect share of the total levy.

Technological improvements contribute to improved efficiency. In addition to changes occurring in Monmouth under the ADP program, the county has also created several technological improvements aiding in the assessment management process. One such improvement is an online appeal system, which allows a taxpayer to file appeals digitally. The online system is easier and faster for the taxpayer and more beneficial for the municipalities. The system requires all fields and contact information to be filled out before it is submitted, which can be an issue with paper appeals. Additionally, Monmouth County has shared the system with Burlington (Aa2 stable), Hudson (Aa3 stable) and Union (Aaa stable) counties through shared-service agreements."

## ***John F. Kennedy School of Government, Harvard University: Top 25 in 2018***

The Innovations in American Government Awards is the nation's preeminent program devoted to recognizing and promoting excellence and creativity in the public sector.

The program highlights exemplary models of government innovation and advances efforts to address the nation's most pressing public concerns. Since its inception in 1985, the Program has received over 27,000 applications and recognized nearly 500 government initiatives since it was established in 1985 with funding from the Ford Foundation.



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# New Legislation and Laws

## **P.L. 2018, Ch. 306 (A4448/S2836)** in part-

- Permits Gloucester County to make use of the ADP calendar
- Regarding reassessment inspections:

“the assessor shall make three good-faith attempts to physically inspect the interior of each of the properties in the municipality not later than December 31 of the eighth year immediately preceding the year of the implementation of the proposed district-wide reassessment. Such inspections may be performed in an ongoing eight-year assessment cycle. If, after the third attempt to inspect the interior of the premises, access to the interior of the premises has not been granted by the property owner, the assessor shall assess the property using other observations and sources, including information on the property record card maintained by the assessor.”

## **P.L. 2018, Ch. 94 (A538/S2257)**

- Permits any county to adopt the revised assessment calendar of the ADP without needing to perform annual reassessments and the other requirements of the ADP.

## **P.L. 2017, Ch. 228**

- Permits an ADP County (not a calendar-only county) to adjust the assessment of any property that has experienced material depreciation between October 1st PTY and before May 1st of the current year.
- Revises N.J.S.A. 54:4-35.1

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# Recommendations

## *Statewide Transition to a Modern Assessment Function*

History is rich with government's costly failed attempts for systemic improvements. We repeatedly hear that the "intent" of a change is to save money, increase services and improve transparency but rarely does the destination deliver what was promised. In the private sector such failings result in bankruptcy but such is not the case in the world of the taxpayer funded cash register. The road to hell is paved with good intentions however; taxpayers deserve quantifiable results for their precious dollars. Unfortunately, in the public sector typically the only reliable path to cost reduction is through the reduction of service. What is it about government that makes the implementation of change so difficult? We have learned the painful lesson that the human element, both public and private sector, is one of the primary barriers to making meaningful changes to the property assessment function. The influential beneficiaries of the broken system go to great lengths to preserve the status quo. Within Government, the human element is a significant barrier to change. With all of the walls built around employees, some necessary and some vestiges of a time long forgotten, the task of modifying the terms of employment approaches the impossible.

The ADP has in great part succeeded because of the truth that the municipal assessor has chosen to absorb more of the public service than was previously required. This model stands as a shining example of what can be accomplished when the "test" required a delivery of the stated goals. In this case; enhanced public service, reduced costs and improved transparency. The ADP delivers more accurate individual assessments (increased service) at a reduced cost (less outside consultancy) because the assessor is doing more for the same compensation.

To that end, we propose a statewide transition to a modern assessment function which includes many of the foundational elements of the ADP:

- A revised assessment calendar
- Expanded mandatory education for the Assessors and County Tax Board
- Development and deployment of enhanced technology.
- Annual reassessments supported by ongoing internal inspections

To address the significant cost of a traditional revaluation the transition path should include the alternative ability to "revise assessments to the current ratio" for up to five years as updated data is being collected. In the fifth year, with 100% of properties being internally inspected, the assessor will revise 100% of the assessments to 100% of current market value. Each year thereafter, the assessor will revise 100% of the properties to 100% of current market value as supported by an ongoing internal inspection process that collects data over up to eight (8) years.

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# Addendum #1

## Public Law 2013, Chapter 15

**AN ACT** establishing a program to demonstrate a more cost effective and accurate process of property assessment administration, supplementing Title 54 of the Revised Statutes and amending various parts of the statutory law.

**BE IT ENACTED** by the Senate and General Assembly of the State of New Jersey:

C.54:1-101 Short title.

1. Sections 1 through 4 of P.L.2013, c.15 (C.54:1-101 et seq.) shall be known and may be cited as the “Real Property Assessment Demonstration Program.”

C.54:1-102 Findings, declarations relative to the “Real Property Assessment Demonstration Program.”

2. The Legislature finds and declares:

a. The current real property assessment system fails to take full advantage of a collaborative system of property assessment between a county board of taxation, through its administrator, and the municipal assessors employed by each municipality in a county, that would result in a cost-effective and accurate process of real property assessment to benefit real property owners and property taxpayers. The benefits of a more collaborative system of real property assessment would accrue to local property owners and property taxpayers through a system of a more precise, technology-driven real property assessment process that would ensure that each municipal assessor is using the same technology as his or her colleagues in assessing real property, and by modifications to the annual real property assessment calendar to better manage the assessment, and taxation, of real property in a manner that is more sensitive and responsive to the demands of the municipal budget calendar.

b. A collaborative system of real property assessment would also benefit municipalities by reducing the number of successful property assessment appeals filed annually with a county board of taxation and the Tax Court, thereby protecting the funding of municipal budgets through property tax dollars from the impact of successful property assessment appeals, which usually require the refund of excess property taxes paid by a taxpayer and impact the local budget by reducing the amount of property tax dollars available to fund



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municipal operations.

c. It is in the public interest of the State and its many real property taxpayers to implement a demonstration program to investigate whether systemic changes to the current system of real property assessment, including revisions to the assessment calendar and the assessment appeal process, will help address the shortcomings of the municipal assessment system and the effect of those shortcomings on local property taxpayers by enhancing the performance of local tax assessors through the use of cutting-edge technology under the direction of the county tax board.

C.54:1-103 Definitions relative to the “Real Property Assessment Demonstration Program.”

3. As used in this act:

“County board of taxation” or “county tax board” means the board of taxation of a demonstration county.

“County tax administrator” means the administrator of the board of taxation of a demonstration county.

“Demonstration county” means a county participating in the real property assessment demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104).

“Demonstration program” means the real property demonstration program for municipal real property assessment established in section 4 of P.L.2013, c.15 (C.54:1-104).

C.54:1-104 Real property assessment demonstration program.

4. a. There is established a real property assessment demonstration program, which shall be open for participation therein to any county in the State, to evaluate the efficacy and functionality of a municipal system of real property assessment directed by a county tax board through the county tax administrator pursuant to a revised assessment, and assessment appeal, calendar.

A goal of the demonstration program is to demonstrate an enhanced system of municipal real property assessment as a complement to the county-based real property assessment system pilot program undertaken pursuant to the provisions of P.L.2009, c.118 (C.54:1-86 et seq.), under which the entire real property assessment function formerly performed by the municipal tax assessor, has been transferred to the county through the appointment of a county assessor and deputy county assessors. The existence of two programs under which the real property assessment function is performed using two different methods will allow the Legislature to evaluate the effectiveness of each system of real property assessment, and to determine whether the current statutory system of real property assessment function should be revised Statewide.

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For the first two full tax years immediately following the enactment of P.L.2013, c.15 (C.54:1-101 et al.), no more than two counties shall participate in the demonstration program established in this section, and for the third and fourth full tax years immediately following the enactment of P.L.2013, c.15 (C.54:1-101 et al.), no more than two additional counties shall participate in the demonstration program established in this section. A county shall not institute a demonstration program pursuant to the provisions of P.L.2013, c.15 (C.54:1-101 et al.) unless it meets the following criteria, and provides the required information to the Director of the Division of Taxation and to the Director of the Division of Local Government

Services:

(i) the county tax board by resolution, shall certify to the Director of the Division of Taxation and to the Director of the Division of Local Government Services that the county tax board has sufficient funds available to pay all of the costs associated with the demonstration program, including the conversion to the MOD-IV system and the associated expansion of the technology infrastructure to the municipalities in the county. The county tax board shall forward the resolution to the Director of the Division of Taxation and to the Director of the Division of Local Government Services;

(ii) the county is a State-certified MOD-IV vendor, or the county has contracted with a single State-certified MOD-IV vendor to provide MOD-IV technology to all of the municipalities in the county. The county shall provide a copy of its MOD-IV certification, or a copy of a valid contract for MOD-IV services;

(iii) the members of the county's assessors' association, by not less than 2/3rds of its voting membership, have approved the implementation of the demonstration program. The county tax board shall forward the resolution to the Director of the Division of Taxation and to the Director of the Division of Local Government Services.

b. There shall be no direct appropriation of State funds used to effectuate the provisions of the demonstration program established in subsection a. of this section. The technical costs of the demonstration program shall be paid by the county board of taxation using assessment appeal filing fees collected by the county board of taxation pursuant to section 18 of P.L.1979, c.499 (C.54:3-21.3a).

c. (1) Not later than September 1 immediately preceding demonstration program implementation, and using its own funds therefor, the county tax board of each demonstration county participating in the demonstration program established in subsection a. of this section shall provide MOD-IV and CAMA software to each municipality that does not

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use the software, at no cost to those municipalities, and shall provide, at no cost to those municipalities, training in the use of the software to the assessors of those municipalities, and to their respective staff members. Thereafter, each municipality shall pay an annual fee per each taxable line item in the municipality to the county tax board for the MOD-IV and CAMA service.

(2) On October 1 next following the provision of software under paragraph (1) of this subsection, each demonstration county shall commence the demonstration program under a plan developed by the county tax administrator of each demonstration county, approved by the county board of taxation, and submitted to the Director of the Division of Taxation and the Director of the Division of Local Government Services not less than 60 days prior to October 1. The Director of the Division of Taxation and the Director of the Division of Local Government Services shall not propose or require any changes to a demonstration program plan submitted by a county board of taxation unless a provision of the demonstration program shall be inconsistent with State law, or the decision of any court of this State, regarding the assessment of real property unless the changes have been agreed to by a majority of the members of a demonstration county's Assessment Demonstration Program Steering Committee created pursuant to paragraph (3) of this subsection. The demonstration program of each demonstration county shall operate under all statutory requirements and pursuant to all statutory dates and time frames concerning the assessment of real property in the State, as those statutory dates and time frames have been amended pursuant to the provisions of P.L.2013, c.15 (C.54:1-101 et al.).

(3) Each demonstration county shall establish an "Assessment Demonstration Program Steering Committee" to monitor and report on the activities within the demonstration county relative to the demonstration program. Members of the steering committee shall be the State Treasurer or his designee, the Director of the Division of Taxation or his designee, the Director of the Division of Local Government Services or his designee, a member of the County Assessor's Association of the demonstration county, and the county tax administrator of the demonstration county. Actions taken by the steering committee shall be approved by a majority of the members of the steering committee.

d. The Director of the Division of Taxation and the Director of the Division of Local Government Services shall, with the advice and the recommendations of the county tax administrator provide to the Governor and to the Legislature, not later than July 1 next following the fourth full tax year after the implementation of the demonstration program, a report detailing the experience of each demonstration county participating in the demonstration program, the successes of the program, any problems experienced under the program, and any recommendations for statutory or administrative changes to the current system of real property assessment in the State.

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e. Under the demonstration program, each municipal assessor in a demonstration county shall utilize the same property assessment software as is used by the county tax board and provided to the municipalities by the county tax board pursuant to subsection c. of this section. All real property assessment functions required pursuant to State law, including the revaluation or reassessment of real property, as well as other assessment-based functions such as the development of a compliance plan, maintenance of assessments and the calculation of added assessments shall be performed using the property assessment software.

f. In accordance with the provisions of statutory law and with any rule or regulation promulgated pursuant thereto, the county board of taxation of a demonstration county shall compel the implementation of a revaluation or reassessment of real property in any municipality in the demonstration county at such time that the county board of taxation determines the need therefor. If a municipality fails to comply with a revaluation or reassessment, as appropriate, ordered by the county board of taxation in a timely manner, the county board of taxation shall cause the revaluation or reassessment, as appropriate, to be performed at the municipality's cost. The cost of a revaluation or reassessment, as appropriate, shall be directly billed to such a municipality, in addition to the apportionment valuation, through the adjustment of the county levy for that municipality pursuant to R.S.54:4-48 and R.S.54:4-49. A municipality feeling aggrieved by a decision of the county board of taxation to cause the revaluation or reassessment, as appropriate, to be performed at the municipality's cost may file an appeal of that decision of the county board of taxation to the Tax Court within 45 days of the approval by the Director of the Division of Taxation of the county tax board's order requiring the revaluation or reassessment, as appropriate.

g. The Director of the Division of Local Government Services in the Department of Community Affairs, and the Director of the Division of Taxation in the Department of the Treasury, shall have the authority to take any action as is deemed necessary and consistent with the intent of P.L.2013, c.15 (C.54:1-101 et al.) to implement its provisions, including but not limited to the authority to waive any provisions of statutory law and regulations that may be inconsistent with the intent or application of the provisions of P.L.2013, c.15 (C.54:1-101 et al.).

5. Section 1 of P.L.1999, c.278 (C.54:1-35.25b) is amended to read as follows:  
C.54:1-35.25b Continuing education, training requirements for certified tax assessors.

1. a. All tax assessor certificates issued prior to the effective date of P.L.1999, c.278 (C.54:1-35.25b et al.) shall expire five years following that effective date and shall be renewed in accordance with the procedure established in this section. All tax assessor certificates issued on or after the effective date of P.L.1999, c.278 (C.54:1-35.25b et al.)

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shall expire five years after the issuance of the certificate and shall be renewed in accordance with the procedure established in this section.

(1) All tax assessor certificates shall be renewed upon application, payment of the required renewal fee, and verification that the applicant has met continuing education requirements, as set forth in paragraph (2) of this subsection. After the initial expiration of any tax assessor certificates following the effective date of P.L.1999, c.278 (C.54:1-35.25b et al.), each renewal period shall thereafter be for a period of three years. The renewal date shall be 30 days prior to the expiration date of the tax assessor certificate.

(2) Prior to the first renewal date of a tax assessor certificate pursuant to P.L.1999, c.278 (C.54:1-35.25b et al.) every applicant for renewal shall, on a form prescribed by the Director of the Division of Taxation, furnish proof of having earned a total of at least 50 continuing education credit hours over the prior five-year period. Thereafter, prior to each succeeding renewal date of a tax assessor certificate, every applicant for renewal shall, on a form prescribed by the Director of the Division of Taxation, furnish proof of having earned a total of at least 30 continuing education credit hours over the prior three-year period. For the purposes of this section, one continuing education credit hour means 50 minutes of classroom or lecture time. After verifying that the applicant has fulfilled the continuing education requirement and after receiving a fee of not less than \$50 paid by the applicant to the order of the Treasurer of the State of New Jersey, the Director of the Division of Taxation shall renew the tax assessor certificate. The Director of the Division of Taxation shall determine, by regulation, the circumstances under which an extension of time to complete the requirements for continuing education may be granted by the director.

b. There is established within the Division of Taxation in the Department of the Treasury the Tax Assessor Continuing Education Eligibility Board. The board shall consist of six members and be comprised as follows: the Director of the Division of Taxation or his designee, the President of the Association of Municipal Assessors, and the President of the New Jersey Association of County Tax Board Commissioners and County Tax Administrators shall be permanent members. The Director of the Division of Taxation and the President of the Association of Municipal Assessors shall each appoint an additional member who shall serve for a term of two years. The Director of Government Services at Rutgers University shall serve ex officio. Any vacancy in the membership of the board shall be filled for the unexpired term in the manner provided by the original appointment. The first meeting of the board shall be held at the call of the Director of the Division of Taxation, and thereafter the board shall meet annually and shall hold at least one additional meeting within each 12-month period. The board shall establish the curriculum areas and the number of hours in each curriculum area that an assessor shall complete in order to renew



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certification.

c. When the holder of a tax assessor certificate has allowed the certificate to lapse by failing to renew the certificate, a new application and certificate shall be required. If application is made within six months of the expiration of the certificate, then application may be made in the same manner as a renewal, but with an additional late renewal fee of \$50.

d. (Deleted by amendment, P.L.2013, c.15).

e. In addition to the requirements of this section, to address the introduction to, and competency of, municipal assessors and county tax board personnel with the technology, administrative procedures, and real property appraisal requirements within a demonstration county under a demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), the county tax administrator of a demonstration county, in consultation with the members of the county tax board of that demonstration county, shall develop a training program to provide annually, free of charge, an additional 10 credit hours of continuing education training concerning the requirements of the real property assessment function in the demonstration county for all assessors, deputy assessors, tax board commissioners, the county tax administrator, and the deputy county tax administrator, practicing within that demonstration county. Attendance at the training program shall be required for each of these professionals, and the county tax administrator of the demonstration county shall annually certify to the Director of the Division of Taxation in the Department of the Treasury that each of these professionals has completed this training. The continuing education credit hours required by this subsection shall be in addition to the requirements of subsection a. of this section, and shall not be used to satisfy any requirements of that subsection. Any person who does not meet the additional continuing education training requirement required by this subsection shall be ineligible to function as an assessor or deputy assessor in any municipality located in a demonstration county until such time as the additional continuing education training requirement has been satisfied.

The Director of the Division of Taxation, in accordance with the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et seq.), shall adopt such regulations as are necessary to effectuate the provisions of this section.

6. Section 19 of P.L.1979, c.499 (C.54:3-5.1) is amended to read as follows:

C.54:3-5.1 Annual reports; president of county board of taxation; director of division of taxation.

19. a. The president of each county board of taxation shall annually on or before August

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15 report to the Director of the Division of Taxation in the Department of the Treasury, except that the president of a county board of taxation participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104) shall make this required report to the director annually on or before June 1. Such report shall be in such form as shall be prescribed by the director and shall contain such information and statistics as may be appropriate to demonstrate for the immediately preceding 3-month period during which tax appeals were heard by the county board: the total number of appeals filed with the county board; the disposition of the various appeals disposed of during that period; the character of appeals filed with regard to the classification of properties appealed; the total amount of assessments involved in those appeals; the number of appeals filed in each filing fee category during that period; and, the total amount of reductions and increases of assessed valuation granted by the board during that period.

b. The Director of the Division of Taxation shall annually review the reports required under subsection a. of this section, and shall include a summary of the information contained therein in the division's annual report.

7. R.S.54:3-17 is amended to read as follows:

Ascertain ratio of assessments to value; equalization table; copies to assessors.

54:3-17. Each county tax administrator shall annually ascertain and determine, according to his best knowledge and information, the general ratio or percentage of true value at which the real property of each taxing district is in fact assessed according to the tax lists laid before the board. On or before March 1 of each year, or on or before May 15 in the case of a county board of taxation participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), the county tax administrator shall prepare and submit to the county board an equalization table showing, for each district, the following items:

- (a) The percentage level established pursuant to law for expressing the taxable value of real property in the county;
- (b) The aggregate assessed value of the real property, exclusive of class II railroad property;
- (c) The ratio of aggregate assessed to aggregate true value of the real property, exclusive of class II railroad property;
- (d) The aggregate true value of the real property, exclusive of class II railroad property;
- (e) The amount by which the valuation in item (b) should be increased or decreased in order to correspond to item (d);
- (f) The aggregate assessed value of machinery implements and equipment and all other personal property used in business;

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(g) The aggregate true value of machinery, implements and equipment and all other personal property used in business;

(h) The aggregate equalized valuation of machinery, implements and equipment and all other personal property used in business, computed by multiplying the aggregate true value thereof by the lower of (1) that percentage level established pursuant to law for expressing the taxable value of real property in the county, or (2) the average ratio of assessed to true value of real property as promulgated by the director on October 1 of the pretax year, pursuant to chapter 86, laws of 1954, for State school aid purposes, as the same may have been modified by the Tax Court;

(i) The amount by which the valuation in item (f) should be increased or decreased in order to correspond to item (h).

A copy of the table shall be mailed to the assessor of each district, and to the Division of Taxation, and be posted at the courthouse, not later than March 1, or not later than May 15 in the case of a county board of taxation participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104).

8. R.S.54:3-18 is amended to read as follows:

Meeting to review equalization table; hearing and notice.

54:3-18. The county board of taxation in each county shall meet annually for the purpose of reviewing the equalization table prepared pursuant to R.S.54:3-17 with respect to the several taxing districts of the county. At the meeting a hearing shall be given to the assessors and representatives of the governing bodies of the various taxing districts for the purpose of determining the accuracy of the ratios and valuations of property as shown in the equalization table, and the board shall confirm or revise the table in accordance with the facts. The hearings may be adjourned from time to time but the equalization shall be completed before March 10, or not later than May 25 in the case of a county board of taxation participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104). At the first hearing any taxing district may object to the ratio or valuation fixed for any other district, but no increase in any valuation as shown in the table shall be made by the board without giving a hearing, after 3 days' notice, to the governing body and assessor of the taxing district affected.

9. R.S.54:3-21 is amended to read as follows:

Appeal by taxpayer or taxing district; petition; complaint; exception.

54:3-21. a. (1) Except as provided in subsection b. of this section a taxpayer feeling aggrieved by the assessed valuation of the taxpayer's property, or feeling discriminated

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against by the assessed valuation of other property in the county, or a taxing district which may feel discriminated against by the assessed valuation of property in the taxing district, or by the assessed valuation of property in another taxing district in the county, may on or before April 1, or 45 days from the date the bulk mailing of notification of assessment is completed in the taxing district, whichever is later, appeal to the county board of taxation by filing with it a petition of appeal; provided, however, that any such taxpayer or taxing district may on or before April 1, or 45 days from the date the bulk mailing of notification of assessment is completed in the taxing district, whichever is later, file a complaint directly with the Tax Court, if the assessed valuation of the property subject to the appeal exceeds \$1,000,000. In a taxing district where a municipal-wide revaluation or municipal-wide reassessment has been implemented, a taxpayer or a taxing district may appeal before or on May 1 to the county board of taxation by filing with it a petition of appeal or, if the assessed valuation of the property subject to the appeal exceeds \$1,000,000, by filing a complaint directly with the State Tax Court. Within ten days of the completion of the bulk mailing of notification of assessment, the assessor of the taxing district shall file with the county board of taxation a certification setting forth the date on which the bulk mailing was completed. If a county board of taxation completes the bulk mailing of notification of assessment, the tax administrator of the county board of taxation shall within ten days of the completion of the bulk mailing prepare and keep on file a certification setting forth the date on which the bulk mailing was completed. A taxpayer shall have 45 days to file an appeal upon the issuance of a notification of a change in assessment. An appeal to the Tax Court by one party in a case in which the Tax Court has jurisdiction shall establish jurisdiction over the entire matter in the Tax Court. All appeals to the Tax Court hereunder shall be in accordance with the provisions of the State Uniform Tax Procedure Law, R.S.54:48-1 et seq.

If a petition of appeal or a complaint is filed on April 1 or during the 19 days next preceding April 1, a taxpayer or a taxing district shall have 20 days from the date of service of the petition or complaint to file a cross-petition of appeal with a county board of taxation or a counterclaim with the Tax Court, as appropriate.

(2) With respect to property located in a county participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), and except as provided in subsection b. of this section, a taxpayer feeling aggrieved by the assessed valuation of the taxpayer's property, or feeling discriminated against by the assessed valuation of other property in the county, or a taxing district which may feel discriminated against by the assessed valuation of property in the taxing district, or by the assessed valuation of property in another taxing district in the county, may on or before January 15, or 45 days from the date the bulk mailing of notification of assessment is completed in the taxing district, whichever date is later, appeal to the county board of taxation by filing with it a petition of appeal; provided, however, that any such taxpayer, or taxing district, may on or before April

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1, or 45 days from the date the bulk mailing of notification of assessment is completed in the taxing district, whichever date is later, file a complaint directly with the Tax Court, if the assessed valuation of the property subject to the appeal exceeds \$1,000,000.

If a petition of appeal is filed on January 15 or during the 19 days next preceding January 15, or a complaint is filed with the Tax Court on April 1 or during the 19 days next preceding April 1, a taxpayer or a taxing district shall have 20 days from the date of service of the petition or complaint to file a cross-petition of appeal with a county board of taxation or a counterclaim with the Tax Court, as appropriate.

Within 10 days of the completion of the bulk mailing of notification of assessment, the assessor of the taxing district shall file with the county board of taxation a certification setting forth the date on which the bulk mailing was completed. If a county board of taxation completes the bulk mailing of notification of assessment, the tax administrator of the county board of taxation shall within 10 days of the completion of the bulk mailing prepare and keep on file a certification setting forth the date on which the bulk mailing was completed. A taxpayer shall have 45 days to file an appeal upon the issuance of a notification of a change in assessment. An appeal to the Tax Court by one party in a case in which the Tax Court has jurisdiction shall establish jurisdiction over the entire matter in the Tax Court. All appeals to the Tax Court hereunder shall be in accordance with the provisions of the State Uniform Tax Procedure Law, R.S.54:48-1 et seq.

b. No taxpayer or taxing district shall be entitled to appeal either an assessment or an exemption or both that is based on a financial agreement subject to the provisions of the "Long Term Tax Exemption Law" under the appeals process set forth in subsection a. of this section.

10. Section 18 of P.L.1979, c.499 (C.54:3-21.3a) is amended to read as follows:

C.54:3-21.3a Use of revenues from fees.

18. All revenues received by the county from fees, either established or increased pursuant to this amendatory and supplementary act, shall be used exclusively for the purposes of modernizing the record-retention capabilities of the county board of taxation, for defraying the costs incurred by the county board of taxation in recording and transcribing appeal proceedings, setting forth memorandums of judgment and in providing copies thereof, for paying any salary required to be paid by the county which is increased pursuant to this amendatory and supplementary act, and to effectuate the provisions of the real property assessment demonstration program established by section 4 of P.L.2013, c.15 (C.54:1-104).

11. R.S.54:4-23 is amended to read as follows: Assessment of real property; conditions for reassessment. 54:4-23. All real property shall be assessed to the person owning the same on October 1 in each year. The



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assessor shall ascertain the names of the owners of all real property situate in his taxing district, and after examination and inquiry, determine the full and fair value of each parcel of real property situate in the taxing district at such price as, in his judgment, it would sell for at a fair and bona fide sale by private contract on October 1 next preceding the date on which the assessor shall complete his assessments, as hereinafter required; provided, however, that in determining the full and fair value of land which is being assessed and taxed under the Farmland Assessment Act of 1964, chapter 48, laws of 1964, the assessor shall consider only those indicia of value which such land has for agricultural or horticultural use as provided by said act; and provided further however, that when the assessor has reason to believe that property comprising all or part of a taxing district has been assessed at a value lower or higher than is consistent with the purpose of securing uniform taxable valuation of property according to law for the purpose of taxation, or that the assessment of property comprising all or part of a taxing district is not in substantial compliance with the law and that the interests of the public will be promoted by a reassessment of such property, the assessor shall, after due investigation, make a reassessment of the property in the taxing district that is not in substantial compliance, provided that (1) the assessor has first notified, in writing, the mayor, the municipal governing body, the county board of taxation, and the county tax administrator of the basis of the assessor's determination that a reassessment of that property in the taxing district is warranted and (2) the assessor has submitted a copy of a compliance plan to the county board of taxation for approval. In the case of real property located in a county participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), the assessor of the municipality in which the real property is situate, after due investigation, shall make a reassessment of the property in the taxing district that is not in substantial compliance. Following a reassessment of a portion of the taxing district pursuant to the provisions of this section, the assessor shall certify to the county board of taxation, through such sampling as the county board of taxation deems adequate, that the reassessment is in substantial compliance with the portions of the taxing district that were not reassessed. For the purposes of assessment, the assessor shall compute and determine the taxable value of such real property at the level established for the county pursuant to law.

12. R.S.54:4-31 is amended to read as follows:

Abstract of deed provided electronically, mailed to assessor.

54:4-31. Unless provided electronically by the custodian of record, within one week thereafter the officer with whom the deed or other instrument shall have been recorded shall mail an abstract thereof, together with the address of the grantee, to such assessor, collector or other custodian who shall properly note the facts therein contained. The abstract shall contain the names of the grantor and grantee and an exact description of the property conveyed as set forth in the deed or instrument of conveyance, together with the date of presentation thereof for record.

13. R.S.54:4-35 is amended to read as follows:

Period for assessing; assessor's duplicate; preliminary, final assessment list.

54:4-35. a. Except as provided in subsection b. of this section, the assessor shall determine

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his taxable valuations of real property as of October 1 in each year and shall complete the preparation of his assessment list by January 10 following, on which date he shall attend before the county board of taxation and file with the board his complete assessment list, and a true copy thereof, to be called the assessor's duplicate. Such list and duplicate shall include the assessments of personal property reported or determined pursuant to this chapter. They shall be properly made up in such manner and form required by the Director of the Division of Taxation pursuant to R.S.54:4-26, to be examined, revised and corrected by the board as provided by law.

b. In the case of a municipality located in a county where the county board of taxation is participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), the assessor shall determine the taxable valuations of real property as of October 1 in each year and shall complete the preparation of the preliminary assessment list by November 1, and the assessor shall appear on that date before the county board of taxation and shall certify to the board, on forms promulgated by the Director of the Division of Taxation in the Department of the Treasury, that the electronic file within the county's MOD-IV tax system is his complete preliminary assessment list.

After all of the assessment appeals filed with the county tax board have been decided, the assessor shall complete the preparation of the final assessment list by May 5, on which date the assessor shall appear before the county board of taxation and shall file with the board his completed final assessment list, and a true copy of the final assessment list, which true copy shall be the assessor's duplicate. The final assessment and the assessor's duplicate shall include the assessments of personal property reported or determined pursuant to the requirements of chapter 4 of Title 54 of the Revised Statutes, in such manner and form as shall be required by the director pursuant to R.S.54:4-26, and shall be examined, revised and corrected by the board as provided by law.

14. R.S.54:4-38 is amended to read as follows:

Public inspection; notice; advertisement.

54:4-38. a. Except as provided in subsection b. of this section, every assessor, at least ten days before filing the complete assessment list and duplicate with the county board of taxation, and before annexing thereto his affidavit as required in section 54:4-36 of this title, shall notify each taxpayer of the current assessment and preceding year's taxes and give public notice by advertisement in at least one newspaper circulating within his taxing district of a time and place when and where the assessment list may be inspected by any taxpayer for the purpose of enabling the taxpayer to ascertain what assessments have been made against

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him or his property and to confer informally with the assessor as to the correctness of the assessments, so that any errors may be corrected before the filing of the assessment list and duplicate. Thereafter, the assessor shall notify each taxpayer by mail within 30 days of any change to the assessment. This notification of change of assessment shall contain the prior assessment and the current assessment.

b. In the case of a municipality located in a county where the county board of taxation is participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), every assessor, before filing the preliminary assessment list with the county board of taxation pursuant to subsection b. of R.S.54:4-35, shall notify each taxpayer of the preliminary assessment and preceding year's taxes and give public notice by advertisement in at least one newspaper circulating within his taxing district of a time and place when and where the assessment list may be inspected by any taxpayer for the purpose of enabling the taxpayer to ascertain what assessments have been made against the taxpayer or the taxpayer's property. Thereafter, the assessor shall notify each taxpayer by mail within 30 days of any change to the assessment. This notification of change of assessment shall contain the prior assessment and the current assessment.

15. Section 32 of P.L.1991, c.75 (C.54:4-38.1) is amended to read as follows:

C.54:4-38.1 Notice of current assessment, preceding year's taxes, and changed assessments.

a. Except as provided in subsection b. of this section, every assessor, prior to February 1, shall notify by mail each taxpayer of the current assessment and preceding year's taxes. Thereafter, the assessor or county board of taxation shall notify each taxpayer by mail within 30 days of any change to the assessment. This notification of change of assessment shall contain the prior assessment and the current assessment. The director shall establish the form of notice of assessment and change of assessment. Any notice issued by the assessor or county board of taxation shall contain information instructing taxpayers on how to appeal their assessment.

b. In the case of a municipality located in a county where the county board of taxation is participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), every assessor, on or before November 15 of the pretax year, shall notify by mail each taxpayer of the preliminary assessment and preceding year's taxes. Thereafter, the assessor or county board of taxation shall notify each taxpayer by mail within 30 days of any change to the assessment. This notification of change of assessment shall contain the prior assessment and the current assessment. The director shall establish the form of notice of assessment and change of assessment. Any notice issued by the assessor or county board of taxation shall contain information instructing taxpayers on how to appeal their assessment.

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c. The county board of taxation of the demonstration county shall make the preliminary data electronically accessible to the public by posting the data in searchable form on the county's website not later than 15 business days after the submission of the preliminary data.

16. R.S.54:4-52 is amended to read as follows:

Table of aggregates for county; prepared by county board. 54:4-52. The county board of taxation shall, on or before May 20, or on or before May 31 in the case of a county board of taxation participating in the demonstration program established in section 4 of P.L.2013, c.15 (C.54:1-104), fill out a table of aggregates copied from the duplicates of the several assessors and the certifications of the Director of the Division of Taxation relating to second-class railroad property, and enumerating the following items:

- (1) The total number of acres and lots assessed;
- (2) The value of the land assessed;
- (3) The value of the improvements thereon assessed;
- (4) The total value of the land and improvements assessed, including:
  - a. Second-class railroad property;
  - b. All other real property.
- (5) The value of the personal property assessed, stating in separate columns:
  - a. Value of household goods and chattels assessed;
  - b. Value of farm stock and machinery assessed;
  - c. Value of stocks in trade, materials used in manufacture and other personal property assessed under section 54:4-11;
  - d. Value of all other tangible personal property used in business assessed.
- (6) Deductions allowed, stated in separate columns:
  - a. Household goods and other exemptions under the provisions of section 54:4-3.16 of this Title;
  - b. Property exempted under section 54:4-3.12 of this Title.
- (7) The net valuation taxable;
- (8) Amounts deducted under the provisions of sections 54:4-49 and 54:4-53 of this Title or any other similar law (adjustments resulting from prior appeals);
- (9) Amounts added under any of the laws mentioned in subdivision 8 of this section (like adjustments);
- (10) Amounts added for equalization under the provisions of sections 54:3-17 to 54:3-19 of this Title;
- (11) Amounts deducted for equalization under the provisions of sections 54:3-17 to 54:3-19 of this Title;
- (12) Net valuation on which county, State and State school taxes are apportioned;
- (13) The number of polls assessed;

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- (14) The amount of dog taxes assessed;
- (15) The property exempt from taxation under the following special classifications:
- a. Public school property;
  - b. Other school property;
  - c. Public property;
  - d. Church and charitable property;
  - e. Cemeteries and graveyards;
  - f. Other exemptions not included in foregoing classifications subdivided showing exemptions of real property and exemptions of personal property;
  - g. The total amount of exempt property.
- (16) State road tax;
- (17) State school tax;
- (18) County taxes apportioned, exclusive of bank stock taxes;
- (19) Local taxes to be raised, exclusive of bank stock taxes, subdivided as follows:
- a. District school tax;
  - b. Other local taxes.
- (20) Total amount of miscellaneous revenues, including surplus revenue appropriated, for the support of the taxing district budget, which, for a municipality operating under the State fiscal year, shall be the amounts for the fiscal year ending June 30 of the year in which the table is prepared;
- (21) District court taxes;
- (22) Library tax;
- (23) Bank stock taxes due taxing district;
- (24) Tax rate for local taxing purposes to be known as general tax rate to apply per \$100.00 of valuation, which general tax rate shall be rounded up to the nearest one-half penny after receipt in any year of a municipal resolution submitted to the county tax board on or before April 1 of that tax year requesting that the general tax rate be rounded up to the nearest one-half penny. For municipalities operating under the State fiscal year, the amount for local municipal purposes shall be the amount as certified pursuant to section 16 of P.L.1994, c.72 (C.40A:4-12.1). The table shall also include a footnote showing the amount raised by taxation for municipal purposes as shown in the State fiscal year budget ending June 30 of the year the table is prepared.

In addition to the above such other matters may be added, or such changes in the foregoing items may be made, as may from time to time be directed by the Director of the Division of Taxation. The forms for filling out tables of aggregates shall be prescribed by the director and sent by him to the county treasurers of the several counties to be by them transmitted to the county board of taxation. Such table of aggregates shall be correctly added by columns and shall be signed by the members of the county board of taxation and shall

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within three days thereafter be transmitted to the county treasurer who shall file the same and forthwith cause it to be printed in its entirety and shall transmit certified copy of same to the Director of the Division of Taxation, the State Auditor, the Director of the Division of Local Government Services in the Department of Community Affairs, the clerk of the board of freeholders, and the clerk of each municipality in the county.

17. The State Treasurer, in consultation with the Director of the Division of Taxation in the Department of the Treasury, pursuant to the "Administrative Procedure Act," P.L.1968, c.410 (C.52:14B-1 et seq.), may adopt rules and regulations to effectuate the purposes of the real property assessment demonstration program established in this act, except that notwithstanding any provision of P.L.1968, c.410 (C.52:14B-1 et seq.) to the contrary, the Director of the Division of Local Government Services in the Department of Community Affairs and the State Treasurer may adopt, immediately upon filing with the Office of Administrative Law, such rules and regulations as deemed necessary to implement the provisions of this act which shall be effective for a period not to exceed 12 months and shall thereafter be amended, adopted or re-adopted in accordance with the provisions of P.L.1968, c.410 (C.52:14B-1 et seq.).

18. This act shall take effect immediately.

Approved January 25, 2013.



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# Addendum #2

## ADP Assessment Calendar Revision

In the "traditional assessment calendar", municipalities would submit their assessment list (Tax List) to the County Tax Board in January. The sum of all of the individual taxable assessments within the municipality is the "*Net Valuation Taxable*". Months later, typically in early March, the municipality would advertise and hold public hearings regarding the annual tax levy. The sum of all individual component tax levies (county, municipal, school) is the "*Amount to be raised by Taxation*".

$$\text{Amount To be Raised by Taxation} \div \text{Net Valuation Taxable} = \text{General Tax Rate}$$

In the "traditional assessment calendar", with the annual levy set, property assessment appeals would take place at the County Tax Board after April. Based on this sequence, any reductions in assessments granted in the appeal process would diminish the total tax base that was used to calculate the General Tax Rate.

$$\text{Preliminary Assessment} +/- \text{Assessment Appeals} +/- \text{Correction of Errors} = \text{Final Net Valuation Taxable}$$

When the inaccurate rate (which is now too low as a result of there being less "value" within the town) is applied to the reduced individual assessments the annual total collections will be insufficient to pay current year obligations. Unless the shortfall was anticipated and provided for through a reserve, local governing bodies must either make use of existing fund-balances (surpluses) or emergency bonding (with interest).

$$\text{Individual Assessed Value} \times \text{General Tax Rate} = \text{Individual Tax Bill}$$

$$\text{The Sum of Individual Tax Bills must equal the Amount to be Raised by Taxation}$$

Recall the most recent real estate market downturn - where municipalities sought several forms of emergency legislation to address the fiscal impact that assessment

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appeal reductions had on municipal finances. Recall the proposal to require school boards to share in the cost of financing the under-collections caused by the assessment appeal process. Historically, the problem with all of the proposed legislative solutions is that “sharing in the cost” does not fix the problem for the taxpayers who are ultimately paying the bill!

The great news is that Monmouth County has tested and proven that a revised assessment calendar is a long term solution that is applicable throughout the entire State! The calendar solution is scalable for all 21 County Tax Boards regardless of appeal volume or the number of municipalities.

The new calendar amends the assessment sequence by simply placing the annual County Tax Board appeal process BEFORE the budgetary process. Monmouth County has significantly addressed the RISK associated with the unknown financing of appeals. While this has served Monmouth County well in a generally stable or appreciating market, it is anticipated to be omnipotent when faced with the next market contraction.

**For the years 2014-2018, by placing the *Appeal Process* before the municipal *Budgetary Process*, within Monmouth County the ADP Assessment Calendar has avoided the budgetary collection shortfall of \$23,450,530. (See page the next page for the calendar impact calculation).**

# MONMOUTH COUNTY BOARD OF TAXATION - ADP APPEAL CALENDAR IMPACT - COUNTY BOARD APPEAL JUDGMENTS

## Total Taxes That Would Be Municipal Budgetary Shortfalls Without the ADP Calendar

	2018			2017			2016			2015			2014			5-Year Total
	Appeal Loss	Rate	Taxes	Appeal Loss	Rate	Taxes	Appeal Loss	Rate	Taxes	Appeal Loss	Rate	Taxes	Appeal Loss	Rate	Taxes	
1 ABERDEEN	(12,932.200)	2.607	\$ (76,463)	(17,332.000)	2.565	\$ (44,426)	(12,920.061)	2.553	\$ (75,425)	(468.600)	2.560	\$ (11,996)	(4,141.050)	2.514	\$ (104,106)	(312,422)
2 ALLENHURST	(250.500)	0.796	\$ (1,994)	(388.400)	0.778	\$ (3,022)	(139.500)	0.832	\$ (1,161)	(323.200)	0.922	\$ (2,980)	(573.775)	0.850	\$ (4,877)	(14,033)
3 ALLENTOWN	(69.500)	3.046	\$ (12,117)	(227.700)	3.048	\$ (6,940)	(248.500)	3.042	\$ (7,559)	(386.450)	2.831	\$ (10,940)	(792.400)	2.807	\$ (22,243)	(49,800)
4 ASBURY PARK	(3,724.200)	1.782	\$ (66,365)	(3,140.700)	2.080	\$ (65,327)	(3,063.400)	2.144	\$ (65,679)	(6,293.600)	2.214	\$ (139,473)	(4,643.300)	2.167	\$ (100,620)	(437,465)
5 ATLANTIC HIGHLANDS	(4,764.400)	1.961	\$ (93,430)	(1,279.300)	2.658	\$ (34,004)	(1,121.000)	2.621	\$ (29,384)	(1,522.800)	2.553	\$ (41,430)	(735.600)	2.521	\$ (18,544)	(216,792)
6 AYON BY THE SEA	(650.600)	1.148	\$ (7,459)	(20.000)	1.137	\$ (227)	(533.900)	1.142	\$ (6,097)	(1,504.300)	1.109	\$ (6,683)	(1,504.300)	1.109	\$ (6,683)	(61,973)
7 BELMAR	(741.000)	1.235	\$ (9,151)	(3,465.900)	1.205	\$ (41,764)	(663.100)	1.911	\$ (16,872)	(899.500)	1.919	\$ (17,261)	(4,974.600)	1.935	\$ (96,259)	(177,107)
8 BRADLEY BEACH	(340.200)	1.384	\$ (4,708)	(1,542.700)	1.414	\$ (21,814)	(2,506.000)	1.388	\$ (35,034)	(2,642.380)	1.396	\$ (36,888)	(3,835.100)	1.384	\$ (53,078)	(151,521)
9 BRIELLE	(2,951.900)	1.634	\$ (48,234)	(1,904.600)	1.654	\$ (31,502)	(2,435.000)	1.651	\$ (41,182)	(3,037.300)	1.663	\$ (50,510)	(26,762.100)	1.558	\$ (416,954)	(588,392)
10 COLTS NECK	(5,910.200)	1.775	\$ (104,906)	(3,254.900)	1.769	\$ (67,579)	(6,762.000)	1.731	\$ (117,050)	(4,968.200)	1.735	\$ (86,198)	(18,276.800)	1.687	\$ (308,330)	(674,063)
11 DEAL	(1,984.400)	0.694	\$ (13,772)	(3,271.900)	0.697	\$ (22,805)	(926.700)	0.699	\$ (6,478)	(12,415.700)	0.715	\$ (88,772)	(774.000)	0.714	\$ (5,526)	(137,353)
12 EATONTOWN	(13,209.800)	2.311	\$ (305,278)	(1,212.300)	2.233	\$ (27,071)	(7,673.700)	2.183	\$ (16,517)	(28,084.400)	2.223	\$ (62,416)	(5,707.660)	2.256	\$ (128,765)	(1,188,806)
13 ENGLISHTOWN	(133.400)	2.340	\$ (3,122)	(126.500)	2.258	\$ (2,856)	(45.100)	2.197	\$ (991)	(2,651.500)	2.130	\$ (56,477)	(588.800)	2.010	\$ (11,855)	(75,301)
14 FAIR HAVEN	(3,186.200)	1.863	\$ (59,359)	(3,130.100)	1.900	\$ (58,472)	(3,749.100)	1.955	\$ (73,295)	(2,811.500)	1.944	\$ (54,656)	(4,053.400)	1.968	\$ (79,771)	(328,552)
15 FARMINGDALE	(161.000)	2.115	\$ (3,405)	(15.900)	2.085	\$ (332)	(89.400)	2.047	\$ (1,830)	(769.800)	1.884	\$ (14,503)	(762.600)	1.827	\$ (13,933)	(34,002)
16 FREEHOLD BORO	(2,010.500)	2.701	\$ (54,304)	(900.780)	2.743	\$ (24,429)	(2,314.500)	2.655	\$ (61,450)	(2,067.100)	2.534	\$ (52,380)	(2,196.600)	2.419	\$ (53,136)	(245,699)
17 FREEHOLD TWP	(4,406.800)	2.211	\$ (97,434)	(5,456.000)	2.242	\$ (122,378)	(4,013.400)	2.286	\$ (91,746)	(21,948.400)	2.258	\$ (49,595)	(2,424.500)	2.349	\$ (56,952)	(864,105)
18 HAZLET	(890.600)	2.564	\$ (22,835)	(960.500)	2.563	\$ (24,618)	(753.800)	2.556	\$ (19,267)	(1,412.900)	2.550	\$ (36,029)	(2,774.842)	2.718	\$ (75,420)	(178,169)
19 HIGHLANDS	(1,362.456)	2.802	\$ (38,176)	(1,856.700)	2.812	\$ (52,210)	(7,182.900)	2.767	\$ (198,751)	(2,766.600)	2.795	\$ (77,326)	(2,332.700)	2.698	\$ (62,936)	(31,898)
20 HOWELL	(9,741.700)	2.021	\$ (196,880)	(5,676.900)	2.029	\$ (115,184)	(10,848.400)	2.006	\$ (217,619)	(9,592.200)	1.999	\$ (191,748)	(8,598.100)	2.090	\$ (179,700)	(901,131)
21 INTERLAKEN	(8,407.800)	2.295	\$ (192,959)	(13,412.600)	2.320	\$ (311,172)	(7,238.800)	2.350	\$ (170,112)	(10,302.000)	2.374	\$ (244,569)	(14,142.900)	2.555	\$ (361,917)	(1,280,729)
22 KEANSBURG	(63.300)	1.269	\$ (676)	(83.500)	1.144	\$ (955)	(64.800)	1.400	\$ (907)	(298.500)	1.438	\$ (4,292)	(44.300)	1.525	\$ (676)	(7,507)
23 KEYPORT	(1,855.100)	3.909	\$ (72,516)	(3,103.600)	3.795	\$ (117,782)	(1,137.200)	3.646	\$ (41,462)	(1,273.900)	3.503	\$ (44,625)	(892.000)	3.403	\$ (30,355)	(306,739)
24 LITTLE SILVER	(927.669)	2.600	\$ (24,119)	(1,484.300)	2.607	\$ (38,696)	(1,946.400)	2.585	\$ (50,314)	(3,716.032)	2.597	\$ (96,505)	(2,176.803)	2.572	\$ (55,987)	(265,622)
25 LONG BRANCH	(2,917.300)	1.998	\$ (58,288)	(2,045.500)	2.008	\$ (41,017)	(3,521.300)	1.984	\$ (69,863)	(3,872.000)	2.009	\$ (77,788)	(1,797.400)	2.150	\$ (38,644)	(285,656)
26 MANALAPAN	(14.500)	1.016	\$ (147)	(741.800)	1.503	\$ (11,449)	(893.600)	2.147	\$ (19,186)	(1,489.700)	2.063	\$ (30,733)	(1,068.700)	2.013	\$ (15,194)	(63,363)
27 MANASSAQUAN	(3,252.400)	2.114	\$ (68,756)	(10,357.500)	2.061	\$ (213,468)	(11,392.500)	2.021	\$ (230,242)	(7,548.000)	2.227	\$ (166,094)	(7,165.400)	2.113	\$ (151,194)	(831,754)
28 MARLBORO	(2,338.700)	2.023	\$ (47,312)	(1,734.400)	2.021	\$ (35,052)	(12,357.740)	2.004	\$ (247,649)	(20,785.750)	2.025	\$ (420,911)	(5,333.024)	2.080	\$ (110,927)	(861,852)
29 MIDDLETON	(1,989.600)	1.486	\$ (29,585)	(2,925.900)	1.428	\$ (41,782)	(8,179.325)	1.391	\$ (113,774)	(3,461.900)	1.661	\$ (57,834)	(7,341.500)	1.659	\$ (121,795)	(364,752)
30 MIDDLETON	(6,475.900)	2.227	\$ (144,218)	(7,843.800)	2.183	\$ (171,261)	(9,362.500)	2.175	\$ (204,069)	(26,116.076)	2.142	\$ (559,406)	(14,201.626)	2.163	\$ (307,181)	(1,386,105)
31 MIDDLETON	(928.800)	2.775	\$ (25,774)	(1,142.600)	2.815	\$ (32,164)	(2,361.000)	2.756	\$ (65,069)	(2,780.100)	2.735	\$ (76,036)	(1,545.400)	2.725	\$ (42,112)	(241,155)
32 MIDDLETON	(26,309.019)	2.167	\$ (570,116)	(30,743.990)	2.124	\$ (653,002)	(19,035.944)	2.131	\$ (405,656)	(42,369.080)	2.136	\$ (905,004)	(14,018.900)	2.189	\$ (306,874)	(2,840,652)
33 MIDDLETON	(638.500)	2.185	\$ (13,951)	(1,319.500)	2.175	\$ (28,699)	(3,363.200)	2.163	\$ (73,179)	(4,853.500)	2.274	\$ (10,995)	(1,107.400)	2.496	\$ (27,641)	(154,464)
34 MIDDLETON	(3,035.300)	1.229	\$ (37,304)	(1,180.100)	1.268	\$ (14,964)	(913.600)	1.323	\$ (12,087)	(1,166.300)	1.257	\$ (62,392)	(3,287.349)	1.300	\$ (42,736)	(169,482)
35 MIDDLETON	(14,060.200)	2.066	\$ (290,484)	(12,082.400)	2.150	\$ (259,772)	(15,179.190)	2.153	\$ (326,087)	(12,166.300)	2.114	\$ (227,196)	(5,770.600)	2.570	\$ (148,304)	(1,282,564)
36 MIDDLETON	(102.400)	2.471	\$ (2,530)	(447.000)	2.484	\$ (11,103)	(3,592.400)	2.490	\$ (89,451)	(897.000)	2.534	\$ (22,730)	(668.668)	2.887	\$ (19,302)	(145,116)
37 MIDDLETON	(6,237.200)	2.039	\$ (127,177)	(10,740.500)	2.051	\$ (220,288)	(12,061.700)	2.279	\$ (46,986)	(18,905.300)	2.250	\$ (425,369)	(28,867.690)	2.221	\$ (64,151)	(1,460,971)
38 MIDDLETON	(2,381.300)	1.789	\$ (42,601)	(8,210.900)	2.157	\$ (177,109)	(1,048.800)	2.143	\$ (22,476)	(1,207.200)	2.074	\$ (25,037)	(940.000)	2.045	\$ (19,223)	(286,447)
39 MIDDLETON	(9,293.800)	2.187	\$ (203,255)	(2,563.000)	2.110	\$ (54,079)	(3,184.000)	2.107	\$ (67,087)	(1,293.600)	2.033	\$ (146,246)	(11,587.000)	1.913	\$ (221,659)	(692,327)
40 MIDDLETON	(52.100)	2.902	\$ (1,512)	(67.800)	2.901	\$ (1,967)	(134.800)	2.868	\$ (3,866)	(123.500)	2.919	\$ (3,605)	(56.200)	2.996	\$ (1,684)	(12,634)
41 MIDDLETON	(9,003.200)	1.482	\$ (133,427)	(5,525.600)	1.469	\$ (81,171)	(6,180.400)	1.433	\$ (88,708)	(18,859.000)	1.453	\$ (274,021)	(17,786.070)	1.457	\$ (259,143)	(836,471)
42 MIDDLETON	(183.500)	1.436	\$ (2,635)	(543.000)	1.459	\$ (7,922)	(1,249.000)	1.305	\$ (16,299)	(1,133.400)	2.006	\$ (22,736)	(1,146.625)	1.997	\$ (22,938)	(77,531)
43 MIDDLETON	(2,612.000)	0.677	\$ (17,683)	(6,709.900)	0.681	\$ (45,694)	(5,563.500)	0.709	\$ (39,445)	(10,941.200)	0.724	\$ (79,214)	(3,576.800)	0.789	\$ (28,221)	(210,258)
44 MIDDLETON	(3,406.300)	2.151	\$ (73,270)	(896.900)	2.136	\$ (19,158)	(907.700)	2.110	\$ (19,152)	(620.600)	2.176	\$ (13,504)	(508.400)	2.271	\$ (11,546)	(136,630)
45 MIDDLETON	(410.400)	1.557	\$ (6,390)	(329.500)	1.697	\$ (5,592)	(1,207.600)	1.764	\$ (21,302)	(2,269.100)	1.825	\$ (41,411)	(1,315.400)	1.700	\$ (22,382)	(97,056)
46 MIDDLETON	(3,621.400)	0.628	\$ (22,742)	(5,328.400)	0.626	\$ (33,356)	(5,040.100)	0.683	\$ (34,424)	(3,021.800)	0.698	\$ (21,092)	(7,908.400)	0.686	\$ (54,252)	(165,866)
47 MIDDLETON	(1,680.000)	1.410	\$ (23,688)	(1,651.100)	1.360	\$ (22,455)	(1,999.300)	1.377	\$ (27,530)	(2,426.800)	1.373	\$ (33,320)	(2,882.700)	1.343	\$ (38,715)	(145,708)
48 MIDDLETON	(956.400)	1.937	\$ (18,525)	(1,795.300)	1.987	\$ (36,673)	(2,234.100)	2.032	\$ (45,397)	(3,124.500)	2.007	\$ (37,739)	(8,881.900)	2.097	\$ (186,253)	(336,587)
49 MIDDLETON	(1,745.400)	2.683	\$ (46,829)	(2,796.600)	2.791	\$ (121,877)	(873.200)	2.789	\$ (24,354)	(1,266.500)	2.739	\$ (74,689)	(1,426.100)	2.322	\$ (47,375)	(174,942)
50 MIDDLETON	(637.200)	2.433	\$ (15,503)	(1,298.900)	2.401	\$ (31,187)	(3,331.300)	2.372	\$ (79,018)	(5,188.700)	2.347	\$ (121,779)	(3,532.932)	2.329	\$ (82,282)	(329,769)
51 MIDDLETON	(8,293.100)	1.884	\$ (156,242)	(12,755.334)	1.847	\$ (235,591)	(23,809.510)	1.813	\$ (431,666)	(3,504.800)	2.888	\$ (101,219)	(6,064.400)	2.825	\$ (171,319)	(1,096,037)
52 MIDDLETON	(904.300)	2.116	\$ (19,135)	(698.600)	2.216	\$ (15,481)	(3,502.200)	2.172	\$ (76,088)	(3,361.300)	2.175	\$ (73,108)	(1,183.100)	2.331	\$ (27,578)	(211,370)
53 MIDDLETON																
Source: President's Report			\$ (3,698,740)			\$ (3,694,280)			\$ (3,996,304)			\$ (6,632,364)			\$ (5,428,841)	\$ (23,450,530)

## Understanding Monmouth County Budgetary Shortfall Calculation

It is conservatively estimated, using a median General Tax Rate of \$2.500, that if the ADP Assessment Calendar was in place Statewide for the years 2014 through 2017, (based on the ACTUAL assessment reductions from County Tax Board judgment of \$7,699,781,637), New Jersey municipalities would have avoided the budgetary shortfall of \$186,724,611.

COUNTY TAX BOARD APPEAL SUMMARY										
	2014		2015		2016		2017		Total 2014 -2017	
COUNTY	Tax Board Appeals	Assessment Reduction Due to Tax Board Appeals	Tax Board Appeals	Assessment Reduction Due to Tax Board Appeals	Tax Board Appeals	Assessment Reduction Due to Tax Board Appeals	Tax Board Appeals	Assessment Reduction Due to Tax Board Appeals	Total Assessment Reduction Due to CTB Appeals	Est.* County Total Anticipated but Uncollected Taxes Due to CTB Appeals
ATLANTIC	9,000	(417,027,800)	10,227	(475,614,400)	9,169	(352,838,940)	9,366	(280,556,500)	(1,526,037,640)	(38,150,941)
BERGEN	6,679	(338,058,776)	4,242	(252,308,146)	3,817	(307,080,707)	3,336	(194,537,397)	(1,091,985,026)	(27,299,626)
BURLINGTON	1,742	(81,607,164)	1,429	(60,798,627)	1,576	(54,517,150)	1,605	(45,761,863)	(242,684,804)	(6,067,120)
CAMDEN	1,979	(32,522,901)	1,969	(33,568,927)	1,620	(32,048,550)	1,533	(23,072,330)	(121,212,708)	(3,030,318)
CAPE MAY	979	(81,045,000)	827	(60,551,100)	620	(41,537,900)	503	(29,021,800)	(212,155,800)	(5,303,895)
CUMBERLAND	752	(52,704,100)	572	(27,648,700)	506	(23,315,000)	605	(18,130,700)	(121,798,500)	(3,044,963)
ESSEX	5,377	(110,697,600)	5,455	(74,307,437)	3,830	(126,901,433)	4,140	(106,065,000)	(417,971,470)	(10,449,287)
GLOUCESTER	1,206	(36,387,650)	1,240	(31,970,390)	846	(38,697,300)	954	(26,122,860)	(133,178,200)	(3,329,455)
HUDSON	6,815	(232,874,626)	6,898	(158,542,652)	4,063	(88,883,455)	3,631	(86,287,873)	(566,588,606)	(14,164,715)
HUNTERDON	567	(12,734,322)	204	(8,477,100)	232	(10,734,800)	235	(9,665,873)	(41,612,095)	(1,040,302)
MERCER	1,349	(30,587,200)	1,020	(32,885,975)	923	(32,947,400)	1,458	(45,010,550)	(141,431,125)	(3,535,778)
MIDDLESEX	3,191	(45,808,497)	3,147	(50,598,470)	1,899	(25,077,384)	1,993	(53,952,207)	(175,436,558)	(4,385,914)
MONMOUTH	4,992	(275,180,014)	6,063	(351,409,278)	5,017	(206,600,470)	3,858	(187,679,004)	(1,020,868,766)	
MORRIS	1,764	(61,488,023)	1,610	(45,751,130)	1,178	(27,061,100)	1,170	(48,791,200)	(183,091,453)	(4,577,286)
OCEAN	5,666	(234,798,700)	3,974	(140,004,890)	2,901	(107,408,105)	3,063	(138,316,620)	(620,528,315)	(15,513,208)
PASSAIC	9,630	(359,061,324)	3,701	(62,696,800)	4,406	(84,430,700)	3,265	(62,267,650)	(568,456,474)	(14,211,412)
SALEM	399	(12,940,257)	516	(16,434,124)	602	(20,986,265)	603	(15,763,200)	(66,123,846)	(1,653,096)
SOMERSET	914	(36,583,795)	767	(25,108,742)	557	(19,921,174)	487	(13,937,400)	(95,551,111)	(2,388,778)
SUSSEX	744	(24,885,250)	980	(29,689,600)	1,408	(28,154,100)	1,068	(21,473,800)	(104,202,750)	(2,605,069)
UNION	4,470	(42,683,750)	4,776	(58,063,108)	3,593	(36,491,800)	3,208	(38,040,700)	(175,279,358)	(4,381,984)
WARREN	819	(40,165,494)	717	(13,300,953)	523	(8,942,051)	542	(11,178,534)	(73,587,032)	(1,839,676)
	69,034	(2,559,842,243)	60,334	(2,009,730,549)	49,286	(1,674,575,784)	46,623	(1,455,633,061)	(7,699,781,637)	(166,972,822)
									Monmouth County Actual:	(19,751,789)
									Estimated* Total Statewide Collection Shortfall:	(186,724,611)

# Addendum #3

CURRENT TAXATION CALENDAR					
OCTOBER	Added/Omitted	Added/Omitted Assessment List Delivered to County Board	Oct 1 Current Year		
		Added/Omitted Assessment List Certified by County Board	Oct 10 Current Year		
		Added/Omitted Assessment List Delivered to Municipal Tax Collector	1 week prior to November 1st		
		Assessing Date	Oct 1 PTY	NJSA 54:4-35	
NOVEMBER	Revaluation/Taxpayer Review	Revaluation Completion	Nov 1 PTY	NJAC 18:12-4.8 (10)(i)	
		Revaluation Assessment Notice Mailed (Reval Towns Only)	Not prior to November 10 PTY	NJAC 18:12-4.8 (10)(i)	
		Taxpayer Review Hearings completed (Reval Towns Only)	Not later than December 10 PTY	NJAC 18:12-4.8 (10)(i)	
DECEMBER	ADDED/OMITTED APPEAL				
		Added / Omitted Assessment Appeal Filed to CTB	on or before December 1		
		Added / Omitted Assessment Appeal Judgment Rendered by CTB	On or before December 31st		
JAN		Tax List Filed by Assessor	January 10th	NJSA 54:4-35	
FEB		Postcards Mailed	February 1st		
MARCH		Tax List Finalized By Tax Board (Equalization)	March 10th		
		Town Adopts Budget	March 31st		
APRIL	COUNTY TAX BOARD APPEAL SEASON	Tax Appeals Filed in Non - Reval Towns	April 1st		
MAY		Tax Appeals Filed in Reval Towns	May 1st		
		Tax Rate Set by Tax Board	May 20th		
JUNE			Tax Bills Mailed	June 14th	
		Appeal Judgments Mailed w/o extension	June 30th		



# Addendum #4

REVISED TAXATION CALENDAR				
OCTOBER	Added/Omitted	Added/Omitted Assessment List Delivered to County Board	Oct 1 Current Year	
		Added/Omitted Assessment List Certified by County Board	Oct 10 Current Year	
		Added/Omitted Assessment List Delivered to Municipal Tax Collector	1 week prior to November 1st	
		Assessing Date	Oct 1 PTY	NJSA 54:4-35
		Revaluation Completion	1 week prior to November 1st	
NOVEMBER		Preliminary Assessments Certified to County Board (all towns) Post all PRC to County Website	Nov 1 PTY	
		Revaluation Assessment Notice Mailed (Reval Towns Only)	Nov 1 PTY	
		Postcards Mailed (all non-reval towns)	Nov 15 PTY	
		Taxpayer Review Hearings completed (Reval Towns Only)	Not later than November 30	
DECEMBER	ADDED/OMITTED	Postcards Mailed (includes all hearing revisions) (Reval Towns Only)	on or before December 1	
		Added / Omitted Assessment Appeal Filed to CTB	on or before December 1	
		Added / Omitted Assessment Appeal Judgment Rendered by CTB	On or before December 31st	
JAN	COUNTY TAX BOARD APPEAL SEASON	All Tax Appeals Filed with County Tax Board	January 15th	
FEB				
MARCH				
APRIL		Appeal Judgments mailed	April 30th	
MAY		Final Tax List Filed by Assessor	May 5th	
		Town Adopts Budget	May 15th	
		Tax List Finalized By Tax Board (Equalization)	May 25th	
		Tax Rate Set by Tax Board	May 31st	
JUNE		Tax Bills Mailed	June 14th	
		70		



# Addendum #5

TECHNOLOGY-BASED ASSESSMENT SERVICES WORKFLOW Within REVISED ASSESSMENT CALENDAR																						
P.L. 2009, c.118 N.J.S.A. 54:1-86 (Gloucester), P.L. 2013, c.13, N.J.S.A. 54:1-104 (Monmouth), P.L. 2018, c. 94, N.J.S.A. 54:1-105 (ALL)																						
Service	Description	Open	Close	Pre-Tax Year								Current Year										
				May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November
Income and Expense*	Taxpayer annual submission of Ch 91 Income and Expense data	May 1st PTY	Oct 31st, PTY	184 days																		
TIARA	Taxpayer Informal Assessment Review request	May 1st, PTY	Oct 1st, PTY	153 days																		
CIA	Commercial Income Approach - Assessor valuation for Class 4 property	June 1st, PTY	Oct 31st, PTY	153 days																		
Farmland Portal	Taxpayer annual application for farmland assessment	June 1st, PTY	Aug 1st, PTY	61 days																		
RAM	Reassessment Application Module - Assessor submission of Form AFR-A	June 1st, PTY	Aug 1st, PTY	61 days																		
Submit Preliminary Tax List** 54:4-35		Nov 1st, PTY		1																		
ADAM 360	Assessment Data Analysis Module - Tax List Review	Nov 1st, PTY	Nov 15th, PTY	15																		
Notification of Assessment Postcard 54:4-38.1		Nov 15th, PTY		1																		
Regular Appeal	Taxpayer annual review of Regular assessments 54:3-21	Nov 15th, PTY	January 15th	61 days																		
Regular Appeal Hearings		Feb 1st	April 30th									89 days										
ACE***	Assessor Correction of Error request filed with CTB	February 1st	April 15th									74 days										
Submit Final Tax List 54:4-35		May 5th										1										
CTB Preliminary Equalization 54:3-17		May 15th										1										
CTB Final Equalization 54:3-18		May 25th										1										
Added Appeal	Taxpayer annual review of Added/Omitted assessments	Nov 1st	December 1st									30										
Added/Omitted Appeal Hearings		On or about Dec 15th										1										

\*Income and Expense regular mail notices sent on or about May 1st PTY

\*Income and Expense Certified mail notices typically sent June of PTY

\*Income and Expense Certified mail notices must be sent 45 days before Nov 1 or Sept 16th, PTY

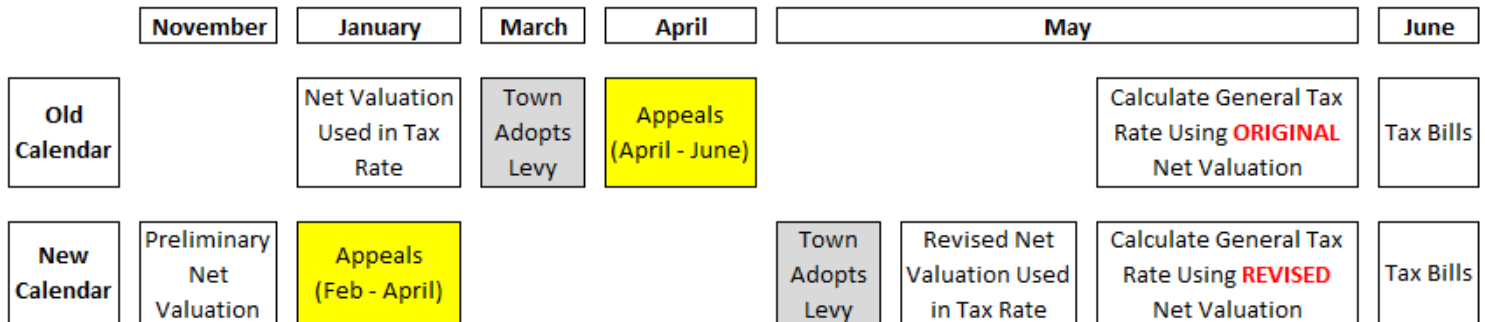
\*\* Tax Board has 15 days to work through review and revise Preliminary Tax List

\*\*\*ACE permits *Material Depreciation* changes up April 30th - 1st 120 days of year. 54:4-35.1

\*\*\*ACE - County Board's authority to change Preliminary Assessments found in 54:4-46 and 54:4-47.

# Addendum #6

Below illustrates the re-sequencing of the assessment function components.



## ASSESSMENT DEMONSTRATION PROGRAM (ADP) S1213 - A1591 now P.L. 2013 Ch. 15

The ADP restructures the Assessment Calendar to position the appeal process before the budgetary process.

ASSESSMENT FUNCTION	OLD DATE	NEW DATE
Assessing Date	October 1 PTY	October 1 PTY
Revaluation Completion	Nov 1 PTY	1 week prior to November 1st
Preliminary Assessments Certified to County Board (all towns) Post all PRC to County Website	Not applicable	Nov 1 PTY
Revaluation Assessment Notice Mailed (Reval Towns Only)	Not prior to November 10 PTY	Nov 1 PTY
Postcards Mailed (all non-reval towns)	On or before February 1	Nov 15 PTY
Taxpayer Review Hearings completed (Reval Towns Only)	Not later than December 10 PTY	Not later than November 30
Postcards Mailed (includes all hearing revisions) (Reval Towns Only)	On or before February 1	On or before December 1
Added / Omitted Assessment Appeal Filed to CTB	On or before December 1	On or before December 1
Added / Omitted Assessment Appeal Judgment Rendered by CTB	On or before December 31	On or before December 31
Tax Appeals Filed (non-revaluation town)	April 1	January 15
Tax Appeals Filed (revaluation town)	May 1	January 15
Appeal Judgments Mailed	June 30	April 30
Tax List Filed by Assessor	January 10	May 5
Town Adopts Budget	March 31	May 15
Tax List Finalized By Tax Board (Equalization)	March 10	May 25
Tax Rate Certified by Tax Board	May 20	May 31
Tax Bills Mailed	June 14	June 14

# Addendum #7

## Understanding NJ Division of Taxation Statistical Studies

The General Coefficient of Deviation (COD) is widely held as the best indicator in determining proper tax distribution. The General COD is a way to measure how tightly clustered assessments are in relation to the average ratio. A lower coefficient of deviation means more accurate and fair tax distribution. The General Coefficient of Deviation factors all property classes in a municipality.

GENERAL COEFFICIENT OF DEVIATION					
A		B		C	
Assessed Value		Sale Price		Assessment To Sales Ratio	
				(A / B)	
				(C - Avg of C)	
1	\$ 10,000	\$ 12,000		83.33	2.92
2	\$ 7,000	\$ 7,000		100.00	19.59
3	\$ 14,000	\$ 16,000		87.50	7.09
4	\$ 900	\$ 4,000		22.50	57.91
5	\$ 11,000	\$ 12,000		91.67	11.26
6	\$ 13,000	\$ 18,000		72.22	8.19
7	\$ 22,000	\$ 27,000		81.48	1.07
8	\$ 8,000	\$ 10,000		80.00	0.41
9	\$ 21,000	\$ 20,000		105.00	24.59
		Total		723.70	133.03
		Average		80.41	14.78

Average Deviation	14.78	=	18.38	General Coefficient Of Deviation
Avg. Assessment To Sales Ratio	80.41			

The 18.38 General Coefficient of Deviation obtained means that for the 9 example properties, the average deviation of 14.78 is 18.38% of the 80.41% average assessment to sales ratio.

### GENERAL COEFFICIENT OF DEVIATION -

This is an average absolute deviation from the average assessment ratio. It is expressed as a percentage of the average assessment ratio for each taxing district.

International Association of Assessing Officers (IAAO) Standards on Ratio Studies and Measurements of Reliability  
[https://www.iaao.org/media/standards/Standard\\_on\\_Ratio\\_Studies.pdf](https://www.iaao.org/media/standards/Standard_on_Ratio_Studies.pdf)

## Understanding NJ Division of Taxation Statistical Studies (continued)

The Stratified Residential Coefficient of Deviation is comparable to the General COD, however it only factors residential properties in a municipality. The General COD is proportionately affected by sales activity of different property classifications. Isolating out the Residential Coefficient of Deviation removes commercial property and vacant land outlier influences. Since the vast majority of properties in the state are residential; the Residential COD is an important metric for consideration in determining general assessment accuracy of a given jurisdiction.

STRATIFIED COEFFICIENT OF DEVIATION				
A		B		C
Assessed Value		Sale Price		Assessment To Sales Ratio
				(A / B)
1	\$ 1,000	\$ 7,000		14.29
2	\$ 900	\$ 3,000		30.00
3	\$ 7,300	\$ 18,000		40.56
4	\$ 5,050	\$ 14,000		36.07
Total				120.92
Class 1 - Average				30.23
1	\$ 2,000	\$ 8,000		25.00
2	\$ 7,000	\$ 9,000		77.78
3	\$ 3,000	\$ 7,000		42.86
Total				145.64
Class 2 - Average				48.55
1	\$ 17,000	\$ 20,000		85.00
2	\$ 11,500	\$ 15,000		76.67
Total				161.67
Class 4 - Average				80.84

Average Deviation  
Avg. Assessment To  
Sales Ratio

8.09

30.23

=

26.76

Class 1

Average Deviation  
Avg. Assessment To  
Sales Ratio

19.49

48.54

=

40.15

Class 2

Average Deviation  
Avg. Assessment To  
Sales Ratio

4.17

80.84

=

5.16

Class 4

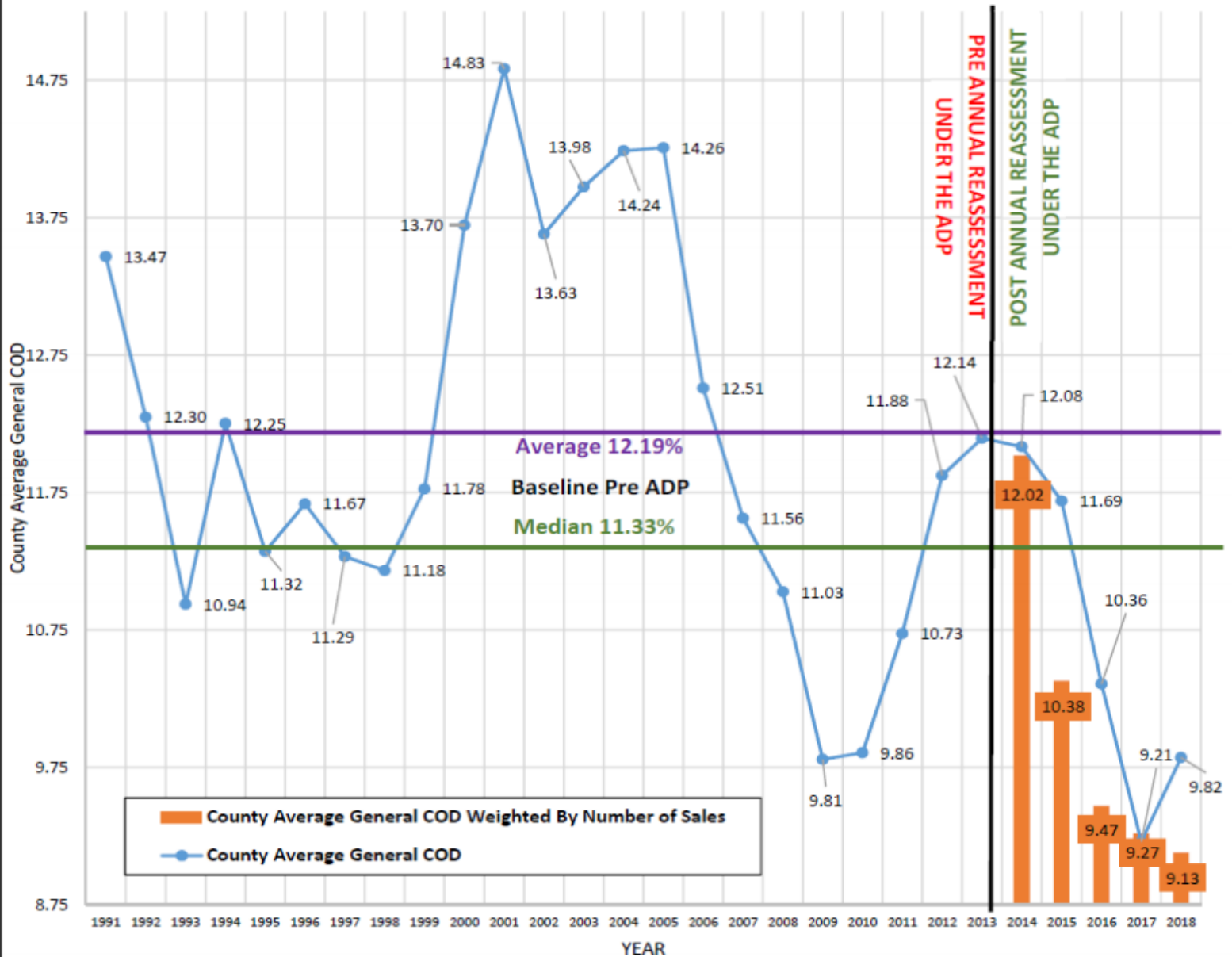
### STRATIFIED COEFFICIENT OF DEVIATION -

This is the average absolute deviation of the assessment ratio of each property class from the average assessment ratio from that property class. It is expressed as a percentage of the average assessment ratio for the class. The Stratified Coefficient is thus calculated for each class of property in the same manner as the General Coefficient is calculated for all useable sales without stratification.

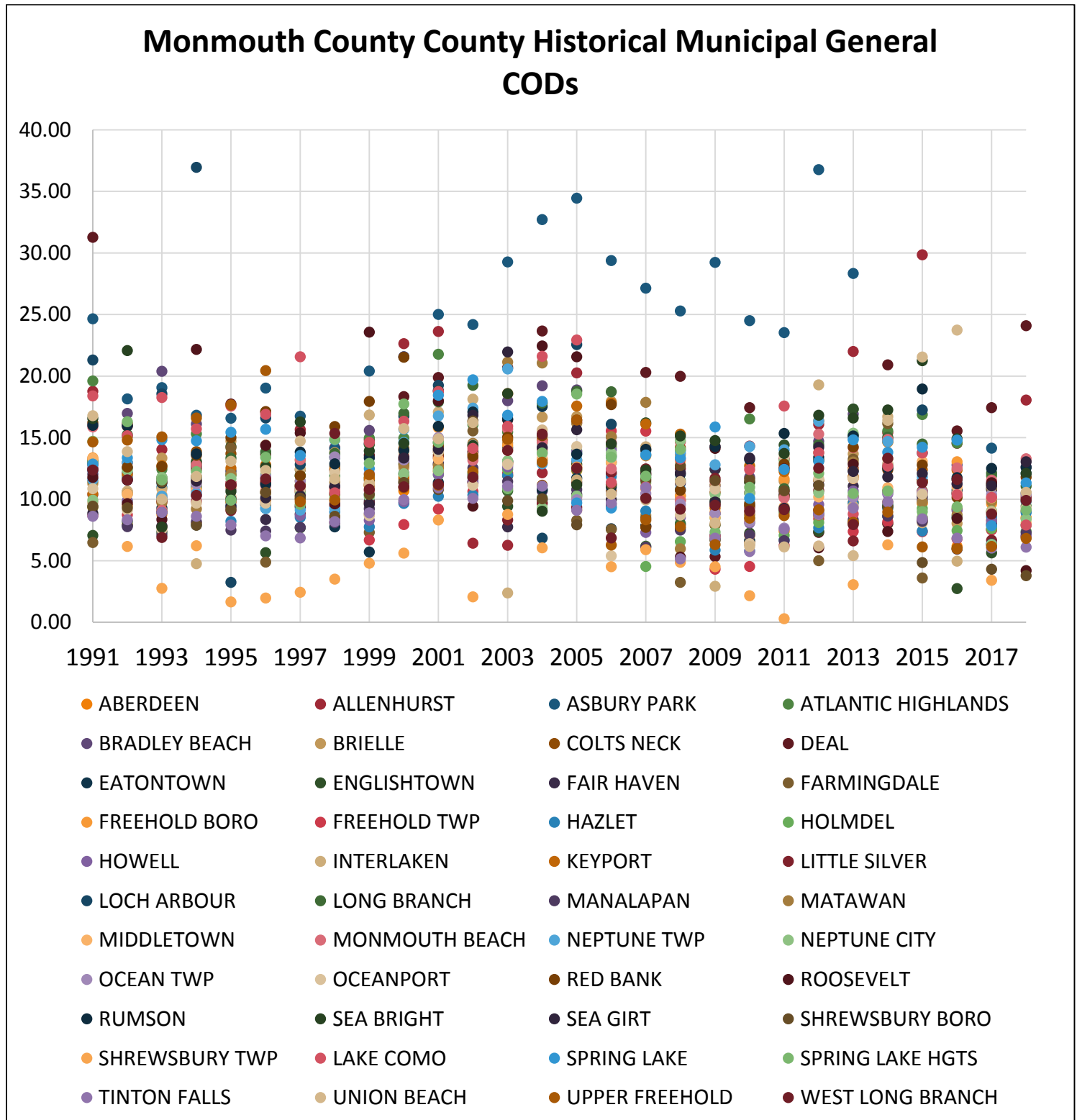
# Addendum #8

## Study 1: Monmouth County Historical General CODs (44 Municipalities that reassessed in 2018)

MONMOUTH COUNTY AVERAGE GENERAL COD (excluding the nine 2018 non-reassessment districts)



**Study 1: Monmouth County Historical General CODs (44 Municipalities that reassessed in 2018) (continued)**





## Study 2: Monmouth County Historical General CODs

Tax distribution in ADP engaged Monmouth County municipalities is, on average, 36% more accurate than it was prior to the ADP.

The 2018 General COD is lower than the historical Pre ADP norms in 88% of the participating jurisdictions. Based on the historical trends in Monmouth and Somerset Counties, General CODs will continue to drop further as consecutive years of reassessments are implemented.

\*Three of the 44 Municipalities that reassessed had less than two sales during the Division of Taxation's sampling period, therefore did not have a 2018 COD to compare to the historical norm. Consequently, Farmingdale, Loch Arbor and Shrewsbury Township are not displayed below.

All Monmouth Municipalities that Reassessed in 2018				
Municipality	Average General COD 1991-2013 (pre ADP)	2018 General COD	Tax Distribution Change: 2018 General COD vs. Pre ADP General COD	
ABERDEEN	10.58	8.45	25%	more accurate
ALLENHURST	14.57	18.04	-19%	less accurate
ASBURY PARK	24.21	12.11	100%	more accurate
ATLANTIC HIGHLANDS	13.96	9.44	48%	more accurate
BRADLEY BEACH	14.80	12.63	17%	more accurate
BRIELLE	12.96	9.98	30%	more accurate
COLTS NECK	11.78	9.02	31%	more accurate
DEAL	15.02	24.08	-38%	less accurate
EATONTOWN	9.95	10.48	-5%	less accurate
ENGISHTOWN	10.91	6.92	58%	more accurate
FAIR HAVEN	11.00	7.88	40%	more accurate
FREEHOLD BORO	11.03	8.52	29%	more accurate
FREEHOLD TWP	10.14	7.01	45%	more accurate
HAZLET	9.55	8.90	7%	more accurate
HOLMDEL	10.69	7.39	45%	more accurate
HOWELL	10.36	7.05	47%	more accurate
INTERLAKEN	11.55	7.87	47%	more accurate
KEYPORT	13.49	10.25	32%	more accurate
LITTLE SILVER	10.84	10.08	8%	more accurate
LONG BRANCH	13.49	11.05	22%	more accurate
MANALAPAN	9.03	7.28	24%	more accurate
MATAWAN	12.05	9.82	23%	more accurate
MIDDLETOWN	11.57	8.08	43%	more accurate
MONMOUTH BEACH	12.42	13.29	-7%	less accurate
NEPTUNE TWP	13.10	9.85	33%	more accurate
NEPTUNE CITY	11.78	8.39	40%	more accurate
OCEAN TWP	11.38	10.38	10%	more accurate
OCEANPORT	10.64	9.29	15%	more accurate
RED BANK	14.10	11.79	20%	more accurate
ROOSEVELT	13.77	4.20	228%	more accurate
RUMSON	13.68	12.57	9%	more accurate
SEA BRIGHT	14.08	12.08	17%	more accurate
SEA GIRT	12.09	13.03	-7%	less accurate
SHREWSBURY BORO	10.50	3.78	178%	more accurate
LAKE COMO	15.37	7.90	95%	more accurate
SPRING LAKE	14.28	11.32	26%	more accurate
SPRING LAKE HGTS	12.70	9.13	39%	more accurate
TINTON FALLS	8.67	6.10	42%	more accurate
UNION BEACH	11.66	10.56	10%	more accurate
UPPER FREEHOLD	11.85	6.82	74%	more accurate
WEST LONG BRANCH	10.92	9.90	10%	more accurate

Average	36%	more accurate
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### Study 3: Setting a Baseline by Ranking the Counties by Level of Recent Assessment Maintenance

The ultimate goal of this section is to determine if there is any correlation between more frequent assessment maintenance and more accurate tax distribution. To increase the sample size beyond Monmouth County, the following studies in this section use statewide data. Assessment function reformists generally believe that conducting more frequent reassessments will provide better assessment accuracy. In order to determine which counties are most active with assessment maintenance, revaluation and reassessment activity was analyzed for each county in 2013, 2014, 2015, 2016, 2017 and 2018. The percentage of the municipalities in each county that underwent a reassessment or revaluation was calculated for each respective year. The six year percentages were then totaled up to rank each county to show which of them have been most/least active with assessment maintenance in the past six years. The scale ranges from 0 to 600; with 0 being the least active and 600 being the most active. A score of 0 would represent that none of the municipalities in the respective group performed a revaluation or reassessment in any of the most recent six years. A score of 600 would represent that every municipality in the group performed a revaluation or a reassessment in all six of the most recent six years. Study 3 can be used as a guide to compare against the remaining studies in this section to determine if more accurate assessments are indeed correlated with more frequent assessment maintenance.



Somerset 404.76	Monmouth 339.62	Hunterdon 107.68	Sussex 79.16	Morris 76.91	Cape May 68.75
			Passaic 68.75	Essex 54.55	Camden 48.65
		Bergen 84.29	Atlantic 65.23	Burlington 47.50	Cumberland 35.71
		Gloucester 79.17	Ocean 60.60	Mercer 41.65	Hudson 33.33
				Warren 31.83	Middlesex 24.00
				Union 9.52	Salem 6.67

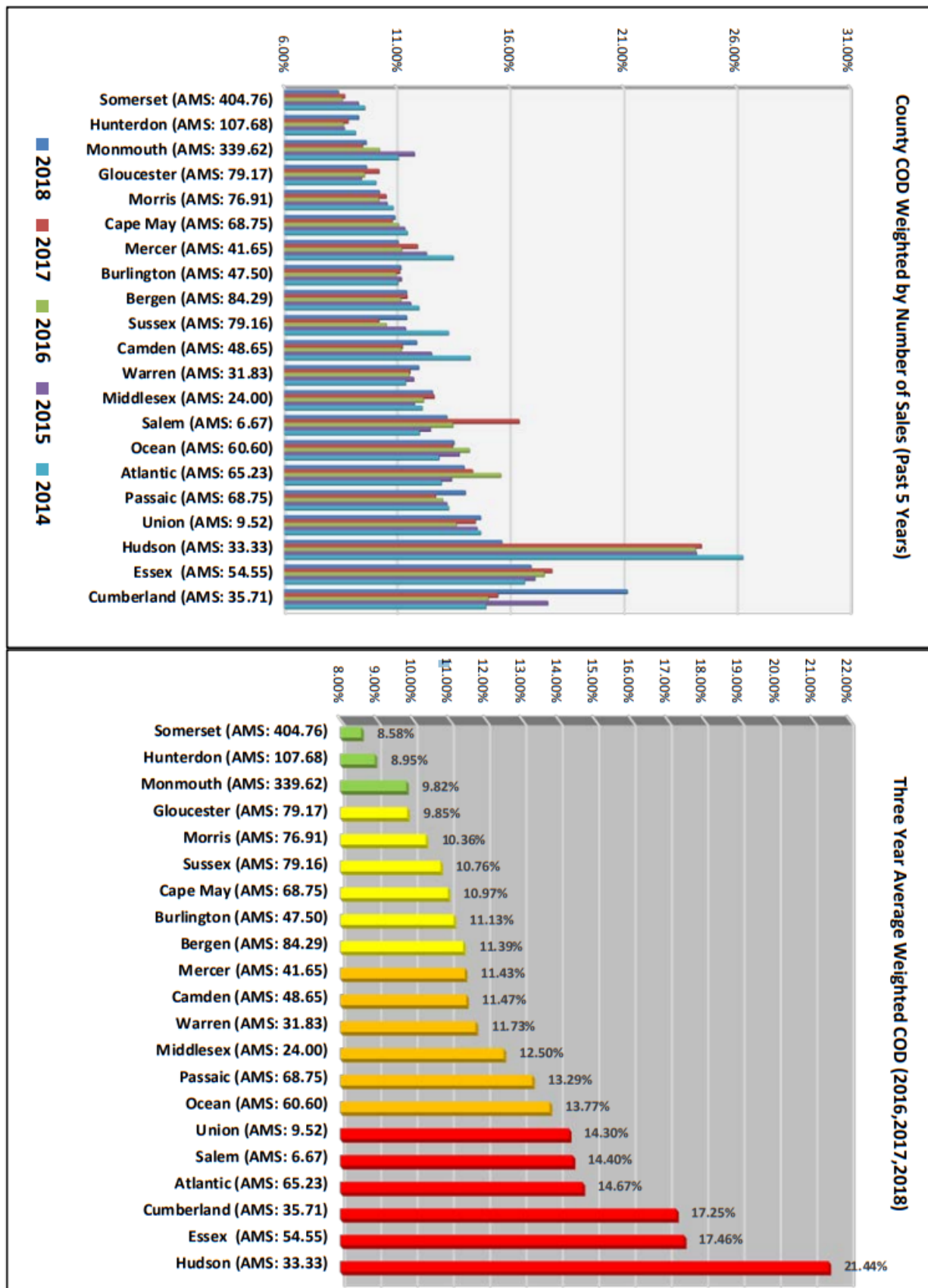
Ranked by Most to Least Active Assessment Maintenance	Group	Assessment Maintenance Score (0-600)	Percent of Group that Reval or Reassessed In 2018	Percent of Group that Reval or Reassessed In 2017	Percent of Group that Reval or Reassessed In 2016	Percent of Group that Reval or Reassessed In 2015	Percent of Group that Reval or Reassessed In 2014	Percent of Group that Reval or Reassessed In 2013
1	Somerset (21 Municipalities)	404.76	76.19%	71.43%	76.19%	66.67%	61.90%	52.38%
2	Monmouth (53 Municipalities)	339.62	83.02%	79.25%	86.79%	73.58%	5.66%	11.32%
3	Hunterdon (26 Municipalities)	107.68	19.23%	15.38%	15.38%	19.23%	19.23%	19.23%
4	Bergen (70 Municipalities)	84.29	22.86%	18.57%	10.00%	10.00%	8.57%	14.29%
5	Gloucester (24 Municipalities)	79.17	8.33%	4.17%	0.00%	16.67%	12.50%	37.50%
6	Sussex (24 Municipalities)	79.16	0.00%	0.00%	8.33%	12.50%	33.33%	25.00%
7	Morris (39 Municipalities)	76.91	15.38%	15.38%	17.95%	7.69%	7.69%	12.82%
8	Cape May (16 Municipalities)	68.75	12.50%	6.25%	18.75%	12.50%	12.50%	6.25%
9	Passaic (16 Municipalities)	68.75	12.50%	6.25%	6.25%	18.75%	6.25%	18.75%
10	Atlantic (23 Municipalities)	65.23	8.70%	8.70%	4.35%	13.04%	21.74%	8.70%
11	Ocean (33 Municipalities)	60.60	3.03%	9.09%	9.09%	9.09%	9.09%	21.21%
12	Essex (22 Municipalities)	54.55	4.55%	22.73%	0.00%	0.00%	9.09%	18.18%
13	Camden (37 Municipalities)	48.65	2.70%	10.81%	2.70%	10.81%	5.41%	16.22%
14	Burlington (40 Municipalities)	47.50	0.00%	7.50%	2.50%	0.00%	22.50%	15.00%
15	Mercer (12 Municipalities)	41.65	0.00%	8.33%	8.33%	8.33%	8.33%	8.33%
16	Cumberland (14 Municipalities)	35.71	7.14%	7.14%	0.00%	14.29%	0.00%	7.14%
17	Hudson (12 Municipalities)	33.33	16.67%	8.33%	0.00%	0.00%	8.33%	0.00%
18	Warren (22 Municipalities)	31.83	4.55%	0.00%	4.55%	0.00%	13.64%	9.09%
19	Middlesex (25 Municipalities)	24.00	4.00%	8.00%	4.00%	0.00%	8.00%	0.00%
20	Union (21 Municipalities)	9.52	4.76%	0.00%	4.76%	0.00%	0.00%	0.00%
21	Salem (15 Municipalities)	6.67	0.00%	6.67%	0.00%	0.00%	0.00%	0.00%
Averages		84.21	14.58%	14.95%	13.33%	13.96%	13.04%	14.35%

## Study 4: Weighted Average General Coefficient of Deviation (COD)

The purpose of this study is to display the range of property tax distribution accuracy by ranking each county's Weighted Average General Coefficient of Deviation. The Weighted Average General COD is a study that properly weighs credibility to each municipality in a county based the number of sales that were used to establish the individual municipal General CODs. For example, a municipality with 100 sales used to establish its 2018 General COD would get half the credibility when compared to a municipality that had 200 sales used to establish its 2018 General COD. This is arguably the most important view because this study sufficiently recognizes that the size of a town in a given county should be proportionally weighted in the averaging. When using a simple average, the smaller towns are inappropriately equally weighted to the larger towns. Study 4 addresses this concern. The below chart displays the counties in order from most accurate tax distribution to least accurate tax distribution. The counties that are most active with assessment maintenance tend to have the fairer tax distribution, conversely the counties that are least active with assessment maintenance tend to have less fair tax distribution.

Ranked Best to Worst Tax Distribution Fairness	Group	Assessment Maintenance Score (0-600)	General Coefficient				
			Average General Coefficient Weighted By Number of Sales				
			2018	2017	2016	2015	2014
1	Somerset (21 Municipalities)	404.76	8.43%	8.71%	8.60%	9.33%	9.61%
2	Hunterdon (26 Municipalities)	107.68	9.34%	8.86%	8.66%	8.70%	9.20%
3	Monmouth (53 Municipalities)	339.62	9.68%	9.51%	10.27%	11.81%	11.10%
4	Gloucester (24 Municipalities)	79.17	9.69%	10.25%	9.60%	9.46%	10.11%
5	Morris (39 Municipalities)	76.91	10.27%	10.56%	10.24%	10.61%	10.87%
6	Cape May (16 Municipalities)	68.75	10.95%	10.83%	11.12%	11.39%	11.50%
7	Mercer (12 Municipalities)	41.65	11.10%	11.95%	11.25%	12.35%	13.53%
8	Burlington (40 Municipalities)	47.50	11.21%	11.17%	11.00%	11.24%	11.08%
9	Bergen (70 Municipalities)	84.29	11.47%	11.48%	11.21%	11.65%	12.01%
10	Sussex (24 Municipalities)	79.16	11.47%	10.24%	10.57%	11.42%	13.31%
11	Camden (37 Municipalities)	48.65	11.91%	11.28%	11.23%	12.57%	14.27%
12	Warren (22 Municipalities)	31.83	12.00%	11.61%	11.58%	11.78%	11.42%
13	Middlesex (25 Municipalities)	24.00	12.61%	12.68%	12.21%	11.81%	12.15%
14	Salem (15 Municipalities)	6.67	13.25%	16.44%	13.51%	12.52%	12.03%
15	Ocean (33 Municipalities)	60.60	13.56%	13.50%	14.24%	13.79%	12.89%
16	Atlantic (23 Municipalities)	65.23	14.01%	14.38%	15.62%	13.45%	13.00%
17	Passaic (16 Municipalities)	68.75	14.06%	12.74%	13.06%	13.25%	13.32%
18	Union (21 Municipalities)	9.52	14.73%	14.50%	13.66%	14.58%	14.73%
19	Hudson (12 Municipalities)	33.33	15.67%	24.46%	24.20%	24.24%	26.29%
20	Essex (22 Municipalities)	54.55	16.96%	17.88%	17.54%	17.13%	16.67%
21	Cumberland (14 Municipalities)	35.71	21.18%	15.49%	15.07%	17.70%	14.97%
Averages		84.21	12.55%	12.79%	12.59%	12.89%	13.05%

## Study 4: Weighted Average General Coefficient of Deviation (COD) (continued)



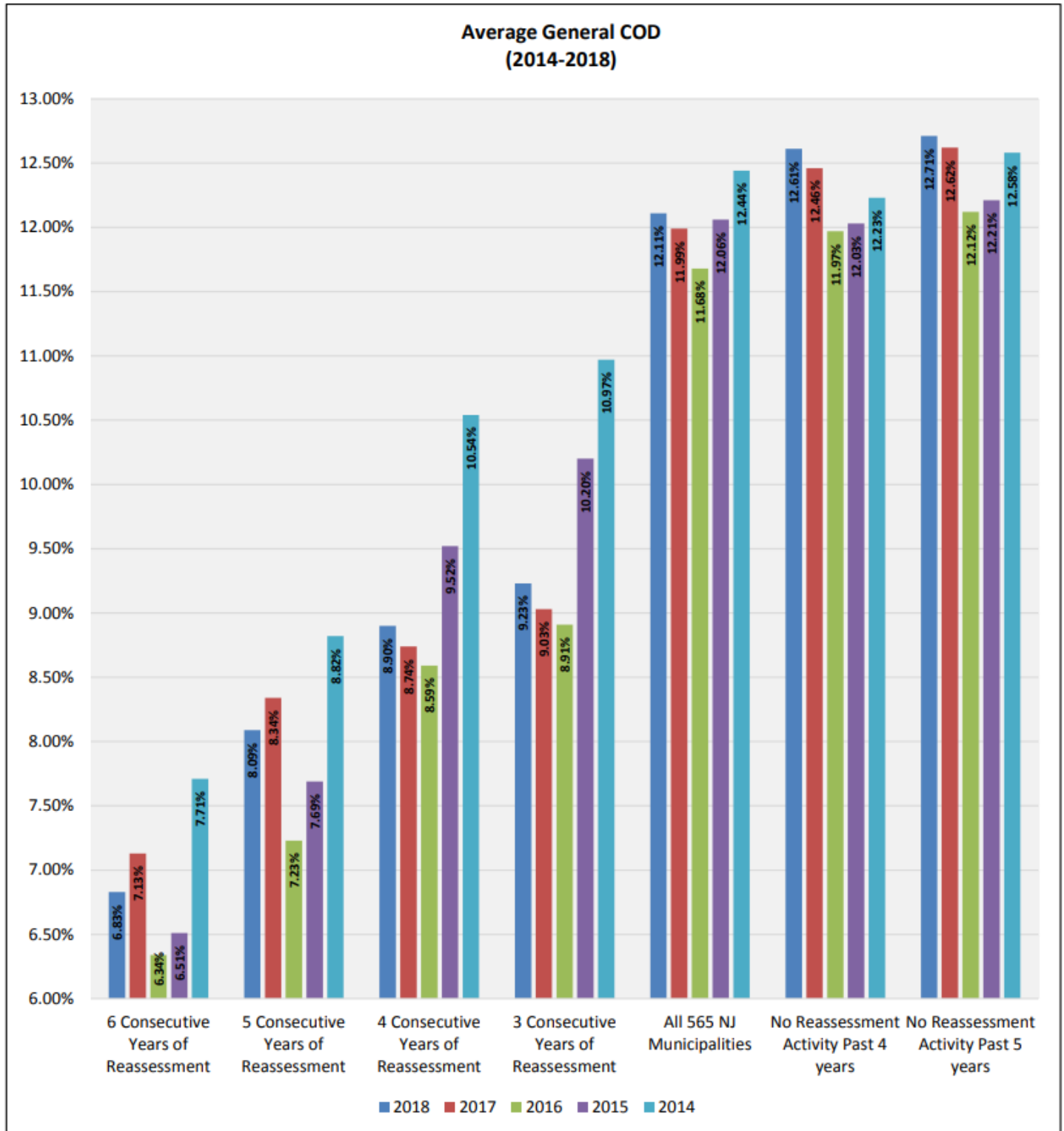


## Study 5: Accuracy of Assessments (Maintaining Assessments vs. Not Maintaining Assessments)

Municipalities throughout the state have varying approaches to addressing assessment maintenance. At one end of the spectrum, many municipalities do little, or in some cases, nothing to maintain assessment accuracy. At the other end of the spectrum, some municipalities annually reassess their portfolios to ensure more accurate distribution of tax levies. Studies 5-9 analyze groupings of towns based on recent assessment maintenance. The studies show that there is a direct and strong correlation between assessment maintenance frequency and assessment accuracy.

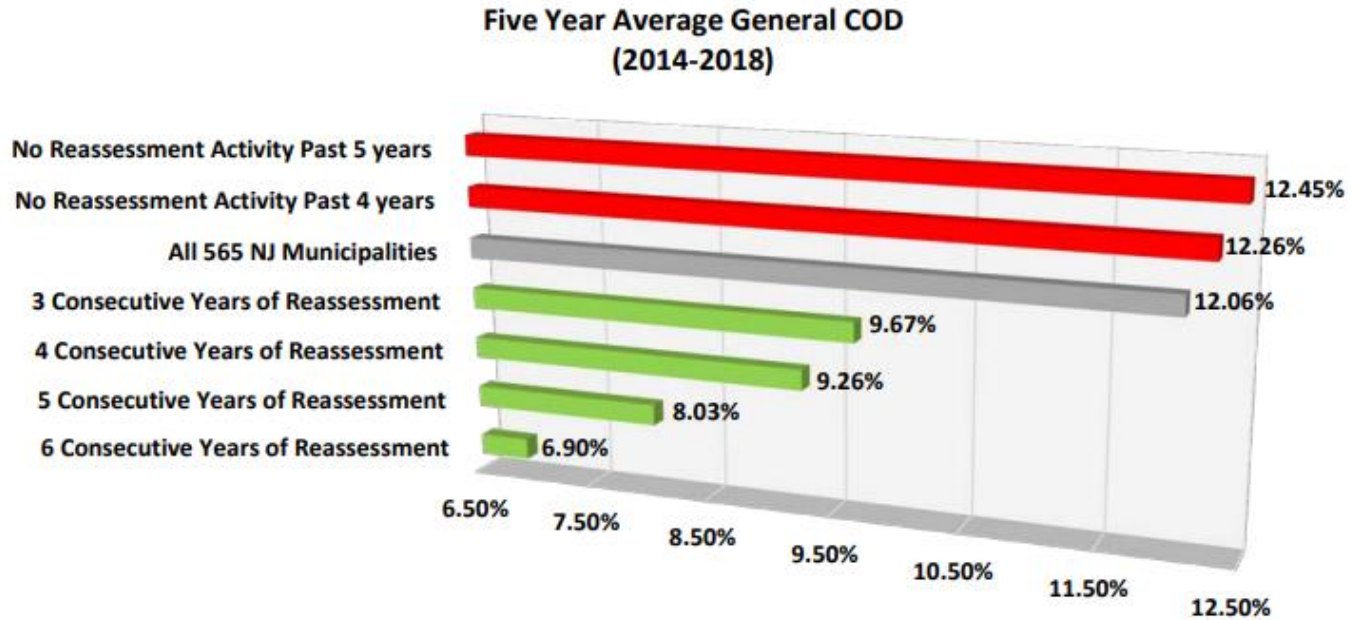
Ranked Most to Least Assessment Maintenance	Group	Assessment Maintenance Score (0-600)	Percent of Group that Reval or Reassessed In 2018	Percent of Group that Reval or Reassessed In 2017	Percent of Group that Reval or Reassessed In 2016	Percent of Group that Reval or Reassessed In 2015	Percent of Group that Reval or Reassessed In 2014	Percent of Group that Reval or Reassessed In 2013
1	16 Municipalities with 6 consecutive years of reassessment (2018, 2017, 2016, 2015, 2014 AND 2013)	600.00	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
2	23 Municipalities with 5 consecutive years of reassessment (2018, 2017, 2016, 2015 AND 2014)	569.57	100.00%	100.00%	100.00%	100.00%	100.00%	69.57%
3	56 Municipalities with 4 consecutive years of reassessment (2018, 2017, 2016 AND 2015)	480.36	100.00%	100.00%	100.00%	100.00%	41.07%	39.29%
4	66 Municipalities with 3 consecutive years of reassessment (2018, 2017 AND 2016)	453.03	100.00%	100.00%	100.00%	84.85%	34.85%	33.33%
5	All 565 New Jersey Municipalities	98.22	18.23%	18.76%	16.99%	16.46%	12.74%	15.04%
6	379 Municipalities DID NOT Reassess in any of past 4 years (2018, 2017, 2016 or 2015)	26.12	0.00%	0.00%	0.00%	0.00%	11.87%	14.25%
7	334 Municipalities DID NOT Reassess in any of past 5 years (2018, 2017, 2016, 2015 or 2014)	16.17	0.00%	0.00%	0.00%	0.00%	0.00%	16.17%

## Study 6: Average General COD (Maintaining Assessments vs. Not Maintaining Assessments)



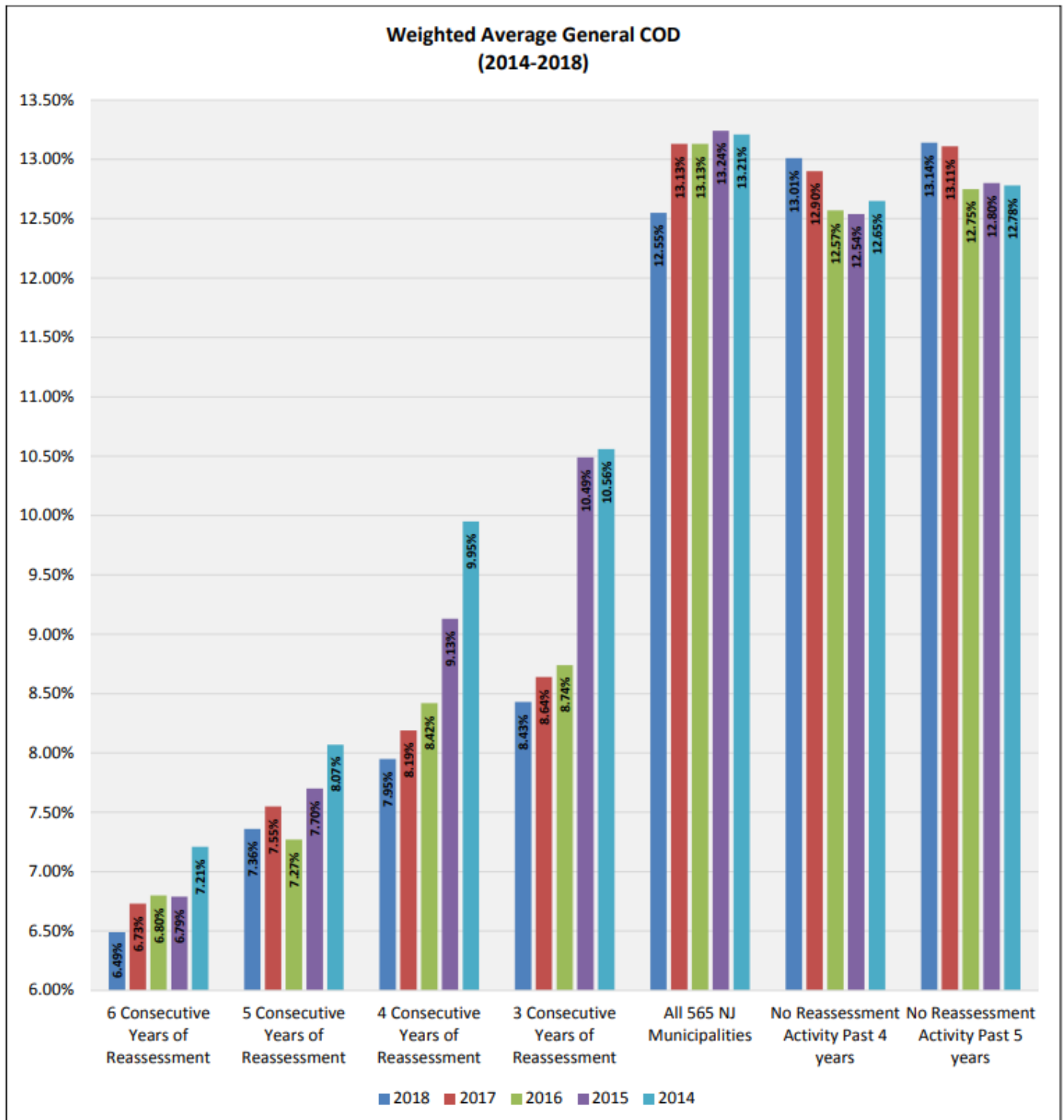


## Study 6: Average General COD (Maintaining Assessments vs. Not Maintaining Assessments)



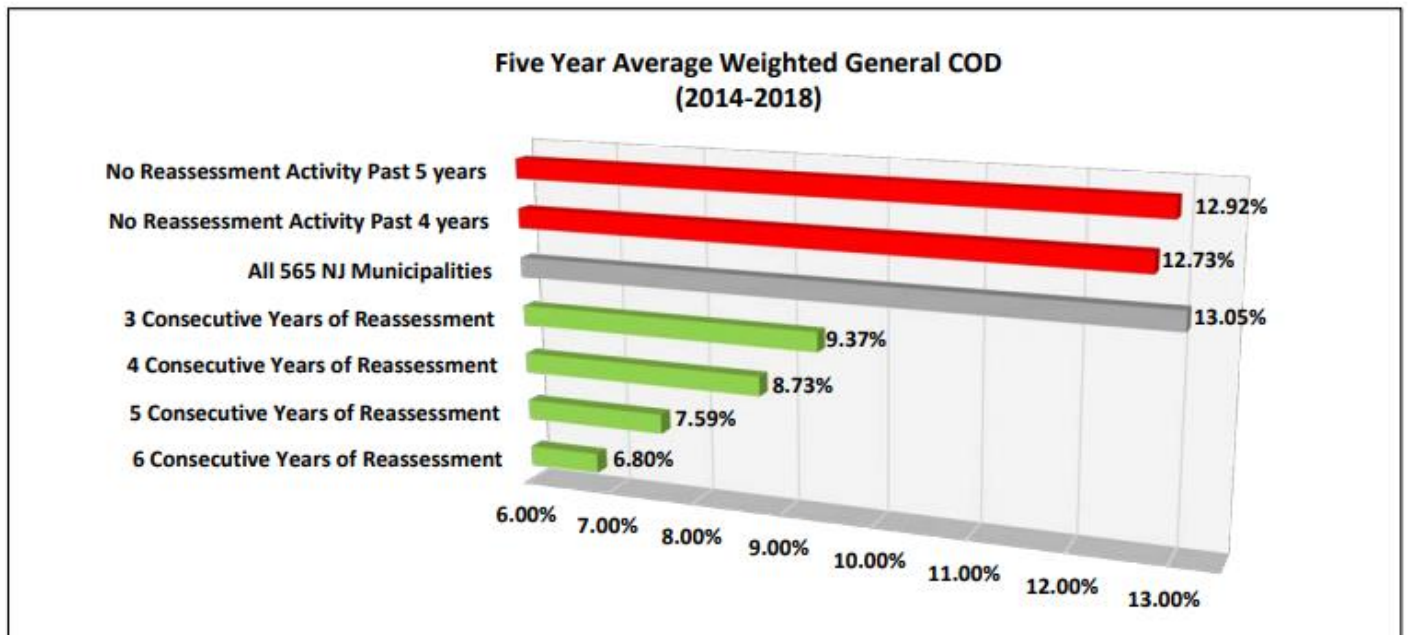
## Study 7: Weighted Average General COD

### (Maintaining Assessments vs. Not Maintaining Assessments)



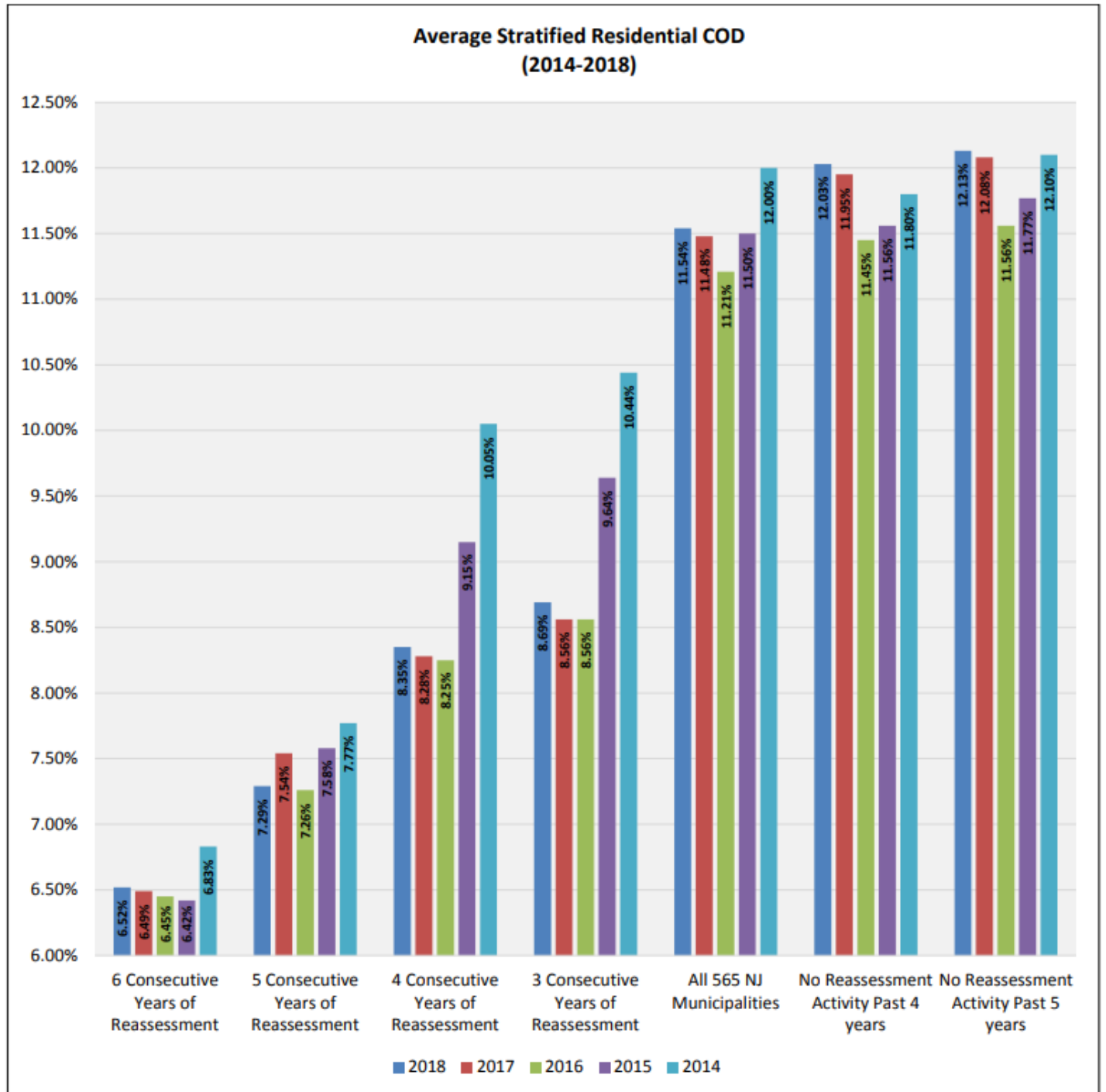
## Study 7: Weighted Average General COD

(Maintaining Assessments vs. Not Maintaining Assessments)



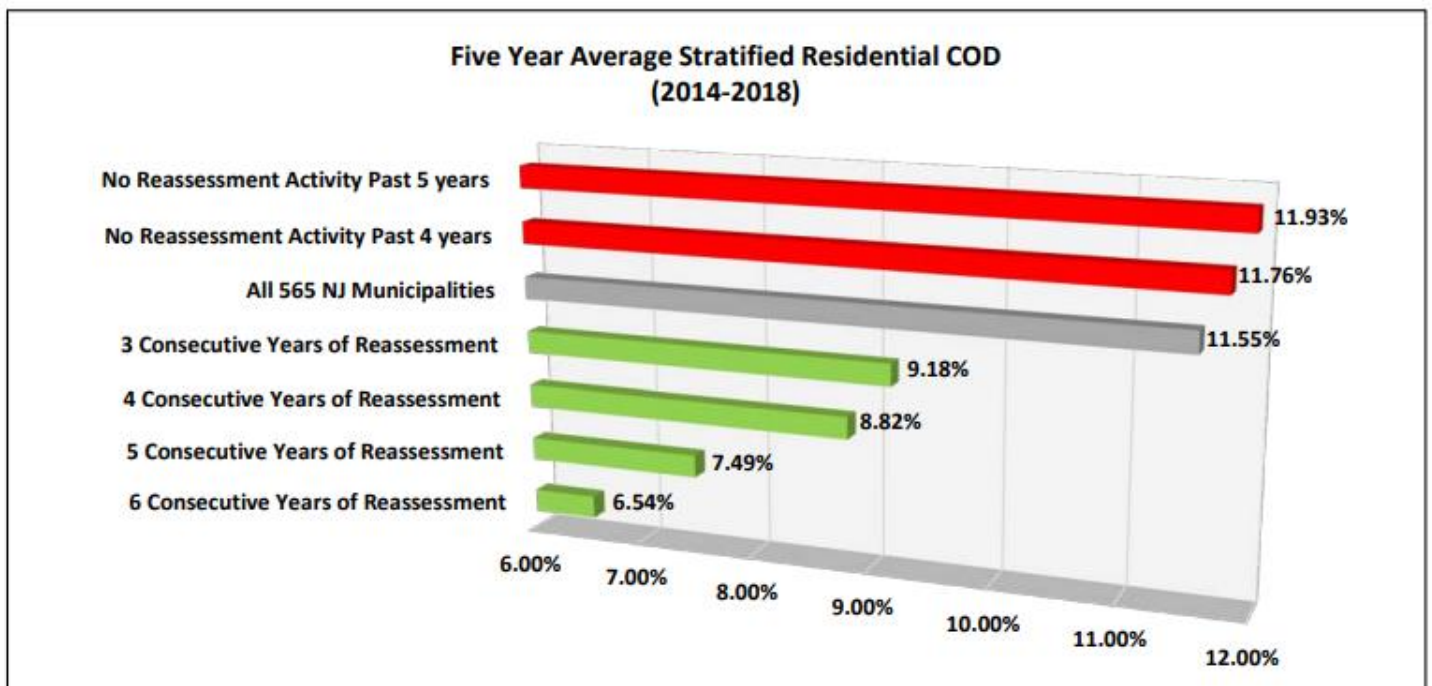
## Study 8: Average Stratified Residential COD

### (Maintaining Assessments vs. Not Maintaining Assessments)



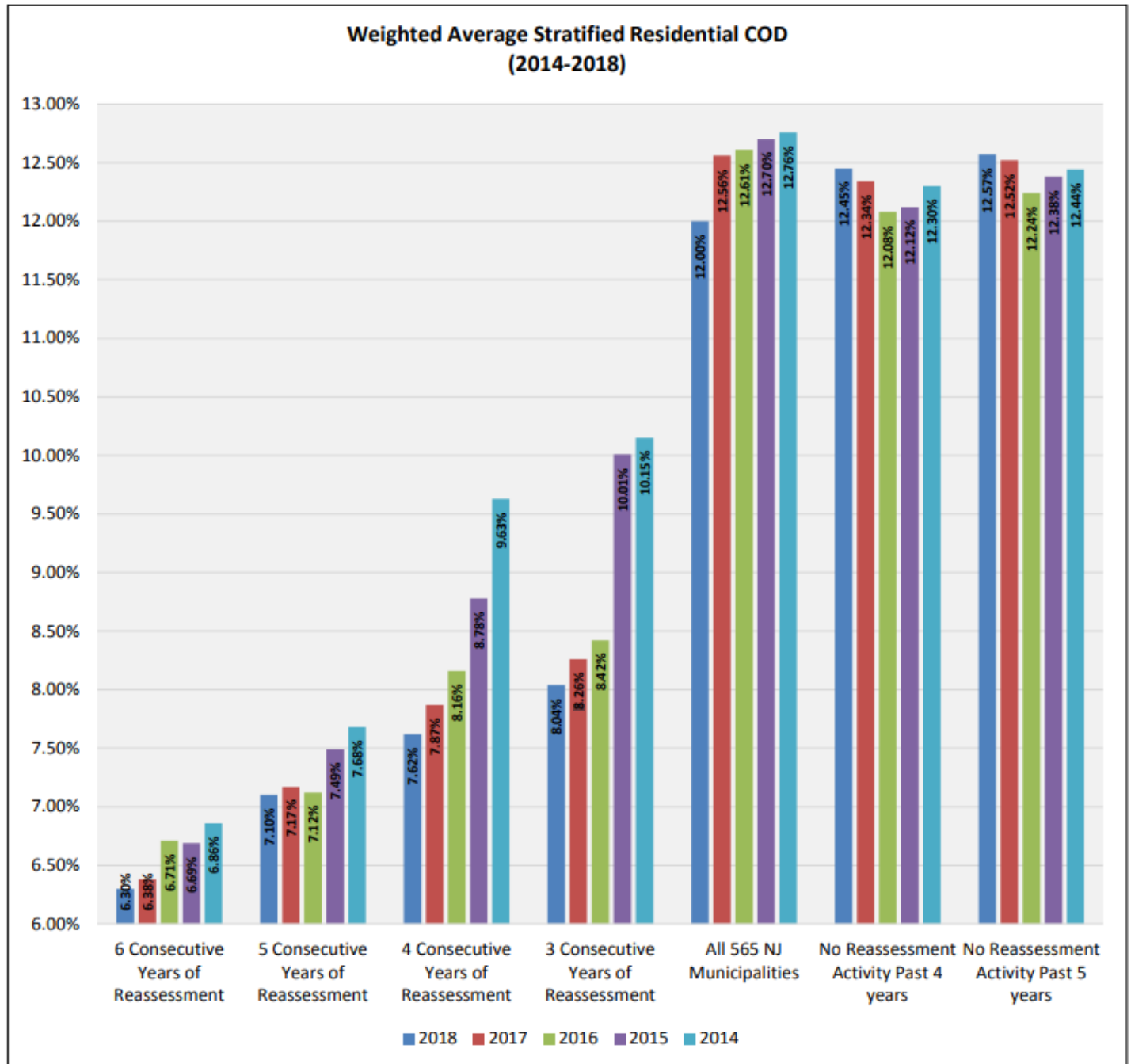
## Study 8: Average Stratified Residential COD

(Maintaining Assessments vs. Not Maintaining Assessments)



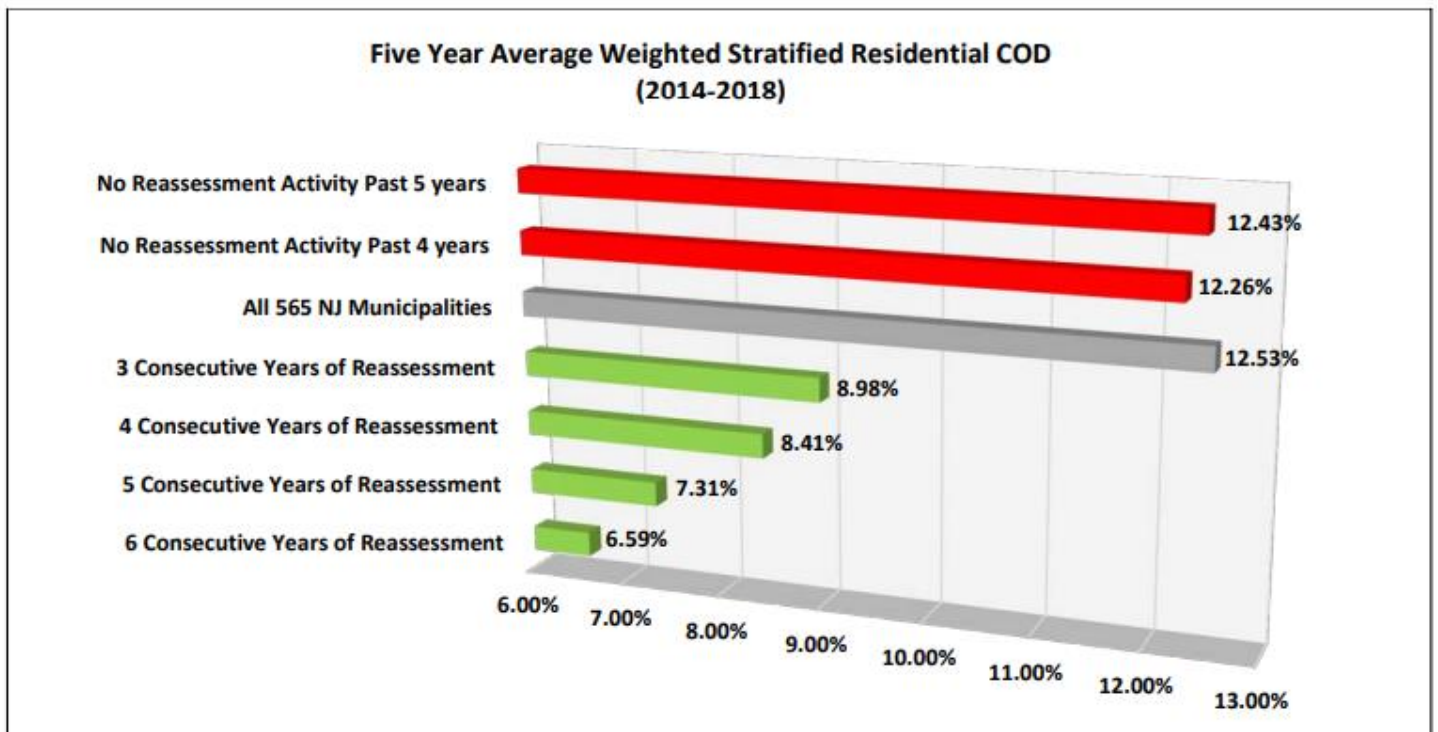
## Study 9: Weighted Average Stratified Residential COD

### (Maintaining Assessments vs. Not Maintaining Assessments)





## Study 9: Weighted Average Stratified Residential COD (Maintaining Assessments vs. Not Maintaining Assessments)



## Monmouth County 2018 Director's Ratio in Reassessment Districts (44 Municipalities Reassessed in 2018)

### Monmouth County 2018 Director's Ratio in Reassessment Districts (44 Municipalities Reassessed in 2018)

This study extracts the nine municipalities that were either "ADP opt-out" or have not yet reassessed to 100% under the ADP. The data used in this study contains the Director's Ratios from the 44 towns that reassessed to 100% in 2018.

#### Things to Note:

The Average Director's Ratio is 95.80%  
The Average Deviation from 100% is 5.41%  
(Statewide Average Deviation from 100% is 12.19%)

2018 Director's Ratio of 44 Monmouth Municipalities that Reassessed in 2018					
ABERDEEN TWP	92.16%	HOLMDEL TWP	98.79%	RED BANK BORO	92.83%
ALLENHURST BORO	87.15%	HOWELL TWP	92.13%	ROOSEVELT BORO	96.05%
ASBURY PARK CITY	93.86%	INTERLAKEN BORO	86.68%	RUMSON BORO	97.27%
ATLANTIC HIGHLANDS	99.55%	KEYPORT BORO	99.12%	SEA BRIGHT BORO	91.55%
BRADLEY BEACH BORO	88.64%	LITTLE SILVER BORO	95.50%	SEA GIRT BORO	95.98%
BRIELLE BORO	99.00%	LOCH ARBOUR VILLAGE	108.56%	SHREWSBURY BORO	98.27%
COLTS NECK TOWNSHIP	98.22%	LONG BRANCH CITY	91.15%	SHREWSBURY TWP	109.96%
DEAL BORO	81.80%	MANALAPAN TWP	90.77%	LAKE COMO	99.03%
EATONTOWN BORO	96.08%	MATAWAN BORO	97.01%	SPRING LAKE BORO	95.65%
ENGLISHTOWN BORO	96.23%	MIDDLETOWN TWP	97.79%	SPRING LAKE HEIGHTS	97.63%
FAIR HAVEN BORO	96.97%	MONMOUTH BEACH BORO	95.81%	TINTON FALLS BORO	94.03%
FARMINGDALE BORO	104.89%	NEPTUNE TWP	94.00%	UNION BEACH BORO	93.29%
FREEHOLD BORO	96.67%	NEPTUNE CITY BORO	95.96%	UPPER FREEHOLD TWP	96.84%
FREEHOLD TWP	95.63%	OCEAN TWP	94.58%	WEST LONG BRANCH BORO	95.19%
HAZLET TWP	93.66%	OCEANPORT BORO	103.23%		

## Historical Ratio Comparison in Monmouth County Reassessment Districts

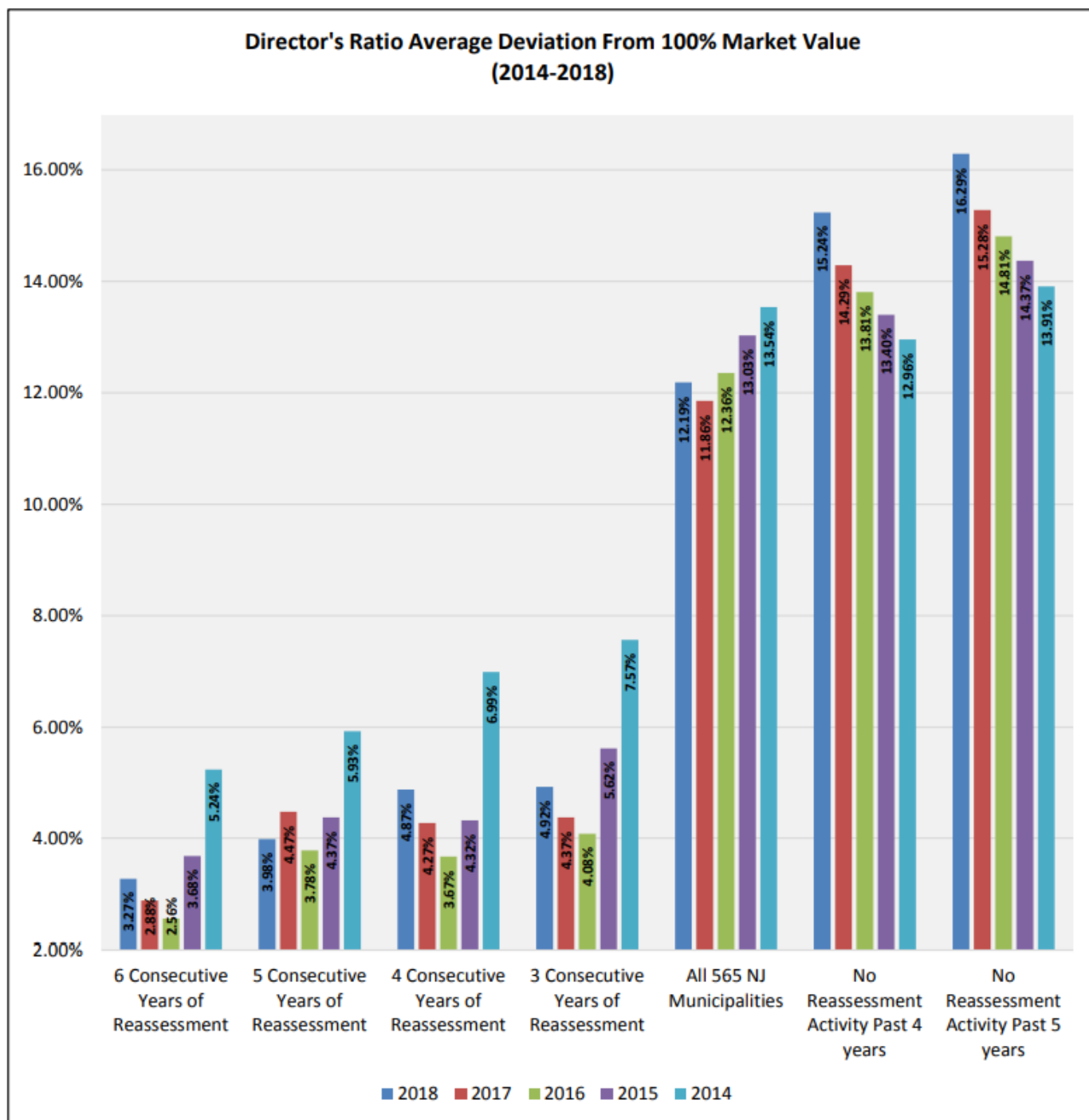
Assessment transparency has greatly improved in 93% of the ADP participating municipalities.

2018 Director's Ratio Analysis (All ADP Engaged Municipalities)					
Municipality	Pre-ADP Average Ratio (1991-2013)	Pre-ADP Average Deviation From 100% (1991-2013)	2018 Ratio	2018 Deviation From 100%	Quantify Improvement Points
ABERDEEN	79.51%	20.65%	92.16%	7.84%	12.81
ALLENHURST	87.91%	14.76%	87.15%	12.85%	1.91
ASBURY PARK	69.05%	32.69%	93.86%	6.14%	26.55
ATLANTIC HIGHLANDS	85.15%	15.94%	99.55%	0.45%	15.49
BRADLEY BEACH	93.77%	11.57%	88.64%	11.36%	0.21
BRIELLE	93.94%	17.61%	99.00%	1.00%	16.61
COLTS NECK	77.91%	23.17%	98.22%	1.78%	21.39
DEAL	85.89%	16.15%	81.80%	18.20%	-2.05
EATONTOWN	90.46%	10.78%	96.08%	3.92%	6.86
ENGLISHTOWN	89.42%	16.89%	96.23%	3.77%	13.12
FAIR HAVEN	80.26%	20.21%	96.97%	3.03%	17.18
FARMINGDALE	90.49%	11.63%	104.89%	4.89%	6.74
FREEHOLD BORO	91.78%	9.66%	96.67%	3.33%	6.33
FREEHOLD TWP	82.90%	17.50%	95.63%	4.37%	13.13
HAZLET	76.34%	23.81%	93.66%	6.34%	17.47
HOLMDEL	81.34%	18.82%	98.79%	1.21%	17.61
HOWELL	89.13%	12.73%	92.13%	7.87%	4.86
INTERLAKEN	83.92%	18.05%	86.68%	13.32%	4.73
KEYPORT	88.33%	17.37%	99.12%	0.88%	16.49
LITTLE SILVER	86.54%	14.69%	95.50%	4.50%	10.19
LOCH ARBOUR	84.45%	18.35%	108.56%	8.56%	9.79
LONG BRANCH	89.16%	11.03%	91.15%	8.85%	2.18
MANALAPAN	79.87%	20.13%	90.77%	9.23%	10.90
MATAWAN	85.34%	17.83%	97.01%	2.99%	14.84
MIDDLETOWN	79.73%	20.27%	97.79%	2.21%	18.06
MONMOUTH BEACH	84.00%	16.17%	95.81%	4.19%	11.98
NEPTUNE TWP	85.16%	15.35%	94.00%	6.00%	9.35
NEPTUNE CITY	86.09%	15.63%	95.96%	4.04%	11.59
OCEAN TWP	82.82%	17.18%	94.58%	5.42%	11.76
OCEANPORT	88.84%	13.26%	103.23%	3.23%	10.03
RED BANK	89.10%	15.06%	92.83%	7.17%	7.89
ROOSEVELT	84.03%	17.59%	96.05%	3.95%	13.64
RUMSON	79.16%	21.08%	97.27%	2.73%	18.35
SEA BRIGHT	78.14%	22.29%	91.55%	8.45%	13.84
SEA GIRT	93.56%	14.12%	95.98%	4.02%	10.10
SHREWSBURY BORO	86.91%	15.46%	98.27%	1.73%	13.73
SHREWSBURY TWP	85.35%	16.75%	109.96%	9.96%	6.79
LAKE COMO	94.74%	15.81%	99.03%	0.97%	14.84
SPRING LAKE	91.63%	11.72%	95.65%	4.35%	7.37
SPRING LAKE HGTS	84.45%	17.07%	97.63%	2.37%	14.70
TINTON FALLS	85.54%	16.89%	94.03%	5.97%	10.92
UNION BEACH	90.46%	16.65%	93.29%	6.71%	9.94
UPPER FREEHOLD	92.95%	9.04%	96.84%	3.16%	5.88
WEST LONG BRANCH	91.30%	10.66%	95.19%	4.81%	5.85
	Pre ADP Average	Pre ADP County Average Deviation From 100%	2018 Average Director's Ratio	2018 Group Average Deviation from 100%	Quantify Improvement Points
	85.84%	16.59%	95.80%	5.41%	11.18

## Statewide Assessment Transparency

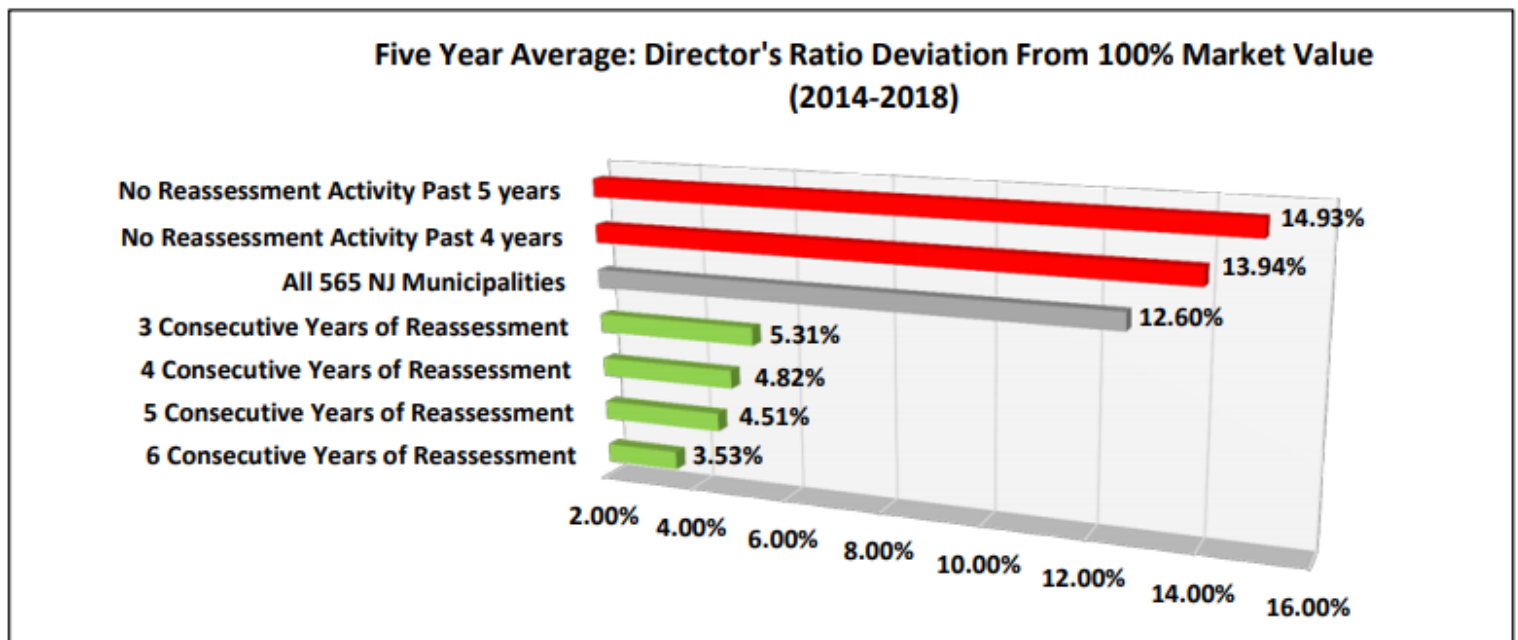
### (Maintaining Assessments vs. Not Maintaining Assessments)

Using the same groupings as studies 5 through 9 in the prior section, the below charts show the average director's ratio deviation from 100% in groupings of municipalities with varying degrees of assessment maintenance approaches.



## Statewide Assessment Transparency

### (Maintaining Assessments vs. Not Maintaining Assessments)



**COUNTY BOARD OF TAXATION**  
**APPEALS FILED vs. APPEALS HEARD**

	2013		2014		2015		2016		2017		2018	
	Filed	Heard	Filed	Heard	Filed	Heard	Filed	Heard	Filed	Heard	Filed	Heard
1 ATLANTIC	13,956	2,444	9,000	3,332	10,227	5,219	9,169	958	9,366	1,132	7,171	974
2 BERGEN	12,185	2,866	6,679	1,180	4,242	1,042	3,817	991	3,336	884	3,477	832
3 BURLINGTON	3,875	402	1,742	256	1,429	210	1,576	174	1,605	214	1,482	253
4 CAMDEN	2,743	706	1,979	217	1,969	348	1,620	208	1,533	311	1,244	144
5 CAPE MAY	1,926	305	979	115	827	112	620	102	503	78	418	87
6 CUMBERLAND	1,373	233	752	38	572	28	506	29	605	36	508	22
7 ESSEX	9,917	1,249	5,377	595	5,455	633	3,830	257	4,140	403	3,987	436
8 GLOUCESTER	3,249	1,567	1,206	362	1,240	262	846	169	954	136	955	137
9 HUDSON	8,289	1,782	6,815	1,374	6,898	1,205	4,063	531	3,631	449	5,706	1,700
10 HUNTERDON	611	57	567	40	204	44	232	38	235	18	209	23
11 MERCER	2,316	431	1,349	414	1,020	111	923	95	1,458	496	1,278	326
12 MIDDLESEX	6,092	1,169	3,191	655	3,147	518	1,899	372	1,993	302	1,554	236
13 MONMOUTH	6,948	1,832	4,992	1,719	6,063	2,275	5,017	2,247	3,858	1,369	3,494	803
14 MORRIS	3,551	687	1,764	256	1,610	283	1,178	312	1,170	247	1,176	263
15 OCEAN	9,372	1,051	5,666	766	3,974	718	2,901	448	3,063	826	2,160	339
16 PASSAIC	9,487	5,519	9,630	5,750	3,701	1,178	4,406	2,073	3,265	1,135	2,370	621
17 SALEM	479	69	399	48	516	35	602	43	603	93	646	83
18 SOMERSET	1,527	266	914	168	767	86	557	154	487	48	498	52
19 SUSSEX	1,504	342	744	192	980	270	1,408	368	1,068	410	1,031	205
20 UNION	5,362	659	4,470	527	4,776	921	3,593	434	3,208	314	2,824	338
21 WARREN	1,082	133	819	181	717	92	523	107	542	72	537	30
<b>TOTALS</b>	<b>105,844</b>	<b>23,769</b>	<b>69,034</b>	<b>18,185</b>	<b>60,334</b>	<b>15,590</b>	<b>49,286</b>	<b>10,110</b>	<b>46,623</b>	<b>8,973</b>	<b>42,725</b>	<b>7,904</b>

"Heard" = Assessment Revised and Affirmed (Judgment Codes: 1A, 1B, 1C, 1D, 1E and 1A, 2B, 2C)

Removed: Stipulated, Freeze Act. Dismissed W/O Prejudice, Dismissed W Prejudice, Withdrawn, Deductions, Cassifications, REAP, DR and Other (Judgment Code: 3 thru 19)

Source: <https://www.state.nj.us/treasury/taxation/lpt/proptaxappeals.shtml>



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## Addendum #9

### *Top 10 Questions Concerning the 2017 Property Reassessment and Impact on Property Taxes*

1. My assessment DOES reflect the fair market value, but my taxes are too high. Why? Please be mindful that the assessment function is focused on the uniformity and accuracy of the assessments NOT the resulting tax responsibility. When the assessments are set to the same standard (market value) in a uniform way, the tax levy will be distributed fairly municipal and countywide in accordance with the NJ Constitution. The Tax Assessor does not have control of the tax levy. County, municipal and school budget costs determine the amount of property tax to be collected. A municipality's general tax rate is calculated by dividing the total dollar amount it needs to meet local budget expenses by the town's net valuation of all its taxable property. An individual's property taxes are directly correlated to that property's proportionate share ownership of the municipality. To put it simply, if a property was worth 5% of the municipality, it would be assigned to pay 5% of the tax levy.
2. How is the Tax Rate Calculated? The tax rate is calculated by dividing the amount to be raised by taxation by the net valuation taxable of the Municipality (ex.  $3,767,932/4,128,532,893 = 2.029\%$ ) As a result, all properties were taxed at 2.029% of their individual assessments.
3. Why do my 3rd and 4th quarter bill not equal exactly 25% of my annual tax liability? Each year, budgets are not finalized until the middle of the year. Any tax liability change for the year will not be actualized until the 3rd and 4th quarter. The first and second quarter bills are always equal to one-half of the prior year's taxes. The third and fourth quarter billings will reconcile the amounts due to make the total annual payment correct. So, the third and fourth quarter is determined by subtracting the amount already paid in the first and second quarter from the total due for the year.
4. I understand that we are reassessing every year, does that mean my assessment will change for next year? Yes. Every year the market will be analyzed to ensure fair distribution of the tax levy. Monmouth County is engaged in the Assessment Demonstration Program (ADP). The overarching intent of the Assessment Demonstration Program (ADP) is to institute a revised assessment function that provides systemic cost savings and enhanced public service. At the core of the program is the ability to

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establish and annually maintain individual property assessments at 100% of current market value. This is accomplished by the County and the towns working collaboratively to employ enhanced education, advanced appraisal techniques and modern technology. The fundamental goal of the ADP is to ensure that each taxpayer pays their fair share of the annual tax levy (no more or no less).

5. If my assessment goes up, does that mean I will pay even MORE taxes? Not necessarily. The assessment function does not create revenue for the municipality. The Assessment function is only a distribution mechanism of the separately determined tax levy. In strict adherence with the NJ Constitution, this apportionment is to be based on the value of property.

6. My house was recently inspected. What was the purpose of that inspection? All properties in the municipality were inspected over the past few years. The purpose of the inspections are to gather proper information on each property in the township so that the appraisal process (and resulting tax distribution) is fair and uniform. Please note: the inspectors are not appraisers and are not appraising your home. The inspectors are simply data collectors and return the data to the Assessor's office where the reassessment process is done. In order to annually reassess, the Division of Taxation requires that an inspection is done once every five years on every property.

7. I was not home for the inspection. What should I do? If the inspector did not gain access to the interior of your property, they likely estimated the interior room counts and conditions. You should contact the assessor's office and request a copy of your Property Record Card (PRC) to be sure that all of the physical characteristics listed on the record are accurate. If you find any issues on the PRC, you should consult with the assessor immediately to determine what remedies are available. In an effort to provide absolute transparency and strive to open communication lines with the taxpayers wherever possible, most towns are participating in new technology offered by the Tax Board that aims to lower the need for tax appeals by increasing assessment accuracy. Having correct property data is paramount in obtaining individual assessment accuracy. Register and log onto the Tax Board Portal at the below website to complete a TIARA application (Taxpayer Informal Assessment Review Application). You will be able to review your current Property Record Card (PRC) and submit information/photos to the assessor for review. More information about TIARA can be found on the Tax Board Portal: <https://taxboardportal.co.monmouth.nj.us/taxBoardPortal/home/login>

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8. How is the appraisal process done? After the inspection data is returned to the Assessor's office, the Assessor reviews all recent sales data and synchronizes the mass appraisal modeling in each market and submarket to target current market value. When the assessments are set to the same standard (market value) in a uniform way, the tax levy will be distributed fairly. Remember, the assessment function is focused on the uniformity and accuracy of the assessments NOT the resulting tax responsibility.

9. What do I do if I feel my assessment DOES NOT reflect the fair market value? Please be on the lookout for the postcard with your 2018 assessment. This postcard is mailed in late November of 2017. If you believe the 2018 assessed value does not reflect the true market value of your property, you should contact the Assessor's office immediately to confirm that the physical characteristics on your Property Record Card (PRC) are accurate. After speaking to the assessor, if you still feel the assessment does not equal the fair market value of the property, you should file an appeal with the Monmouth County Tax Board on or before January 15th, 2018. Here is a link to the appeal site- <https://secure.njappealonline.com/prodappeals/login.aspx> Please note that the site will not be open until AFTER the 2018 assessment postcards are sent out. If you miss the January 15th deadline, you will not be able to file an appeal at the County until the following year (2019). If you choose to file an appeal on your 2018 assessment, you will be required to provide evidence to demonstrate your position. "Evidence" is typically recent sales of comparable properties. You can research sales data at the Monmouth County Open Public Records site - <http://oprs.co.monmouth.nj.us/Oprs/External.aspx?iId=12> Select "Deed/Sr1a List" under step 1 then you can modify your search according to the other fields.

10. Why are we annually reassessing now and how was it done in the past? In the past (and currently outside of Monmouth and Somerset Counties), the assessment function may not have been as uniform and accurate as what current technology allows for. Due to technological and administrative constraints, assessments were set during a revaluation year and remained stagnant despite obvious changes in the markets and submarkets. Annually, "assessment to sale-price ratios" were studied to establish a "common level of assessment" ratio. One of the many problems with the old system is that it was based off an assumption that every property within a municipal boundary appreciates / depreciates at the same rate. Obviously, this is not true. Every neighborhood and property class reacts differently to the market environment. It is necessary to study each of the markets and submarkets individually (annually) to be sure the total tax levy is distributed in accordance with recent and reliable market data. As is the case throughout the majority of the Country, the only appropriate fix for this is

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to conduct reassessments annually. The old assessment model enabled an environment where assessments were often significantly removed from the current market value of properties. That type environment is ripe for taxes to be inappropriately distributed for many years.

The Assessment Demonstration Program (through annual reassessment) strives to use advancements in technology, education and mass appraisal techniques to provide more cost effective and transparent service to the taxpayers.

All studies are available at:

<https://co.monmouth.nj.us/documents/18/ADP%202018%20Update%20FINAL%2011-13-2018.pdf>