

APPEAL OF VALUATION

A property owner who feels that an error has been made in valuing his or her property should call the Assessor's office at 545-3506 and talk to an appraiser.

The appraiser will examine the valuation of the property and may initiate further review. If still not satisfied, the property owner may appeal the valuation to the Franklin County Board of Equalization (545-3351). Appeal forms must be submitted by July 1st or within 30 days of the date the valuation notice was mailed.

The appeal process does not require an attorney, but proof that the Assessor's value is incorrect is required. Property sales information is available for examination any time during our normal business hours.

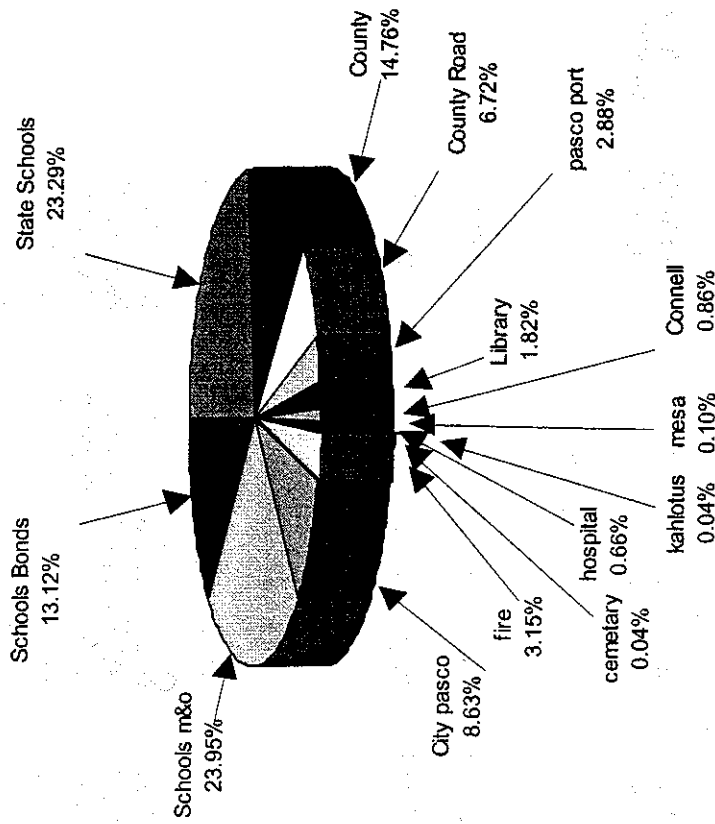
Decisions of the Board of Equalization may be appealed to the State Board of Tax Appeals. Generally a hearing examiner can hear Board of Tax Appeals cases in Pasco, although an appellant may request that his or her case be presented to the full Board in Olympia.

COUNTY INFORMATION

1995 POPULATION	44,000
UNINCORPORATED	18,270
INCORPORATED	25,730
DENSITY (people/square miles)	35.4
LAND AREA (sq. miles)	1,242.2
LAND AREA (acres)	795,008

source: 1995 data book, office of financial management, Olympia

1998 TAX DISTRIBUTION FOR FRANKLIN COUNTY



1998 TAX DISTRIBUTION FOR FRANKLIN COUNTY

State Schools	6556783.96
County	4156006.13
County Road	1891941.26
Pasco port	811168.54
Library	512742.62
Connell	241568.18
mesa	27027.05
kahtlotus	10164.28
hospital	184507.74
cemetery	9971.01
fire	887990.83
City Pasco	2429417.95
Schools m&o	6743673.05
Schools Bonds	3694927.32

**TAXING AUTHORITY
BY
INDIVIDUAL DISTRICT**

CODE	DESCRIPTION	VALUE	LEVY	TAX
	STATE	\$1,848,230,906	3.547	\$6,570,317.28
	COUNTY	\$1,836,867,717	2.022	\$3,723,237.36
	MENTAL	\$1,836,867,717	.0250	\$46,039.79
	VETERANS	\$1,836,867,717	.0125	\$23,018.05
	TRAC BOND	\$1,806,109,852	2060	\$372,846.00
	COUNTY TOTAL		2.266	\$4,164,641.20
	COUNTY ROAD	\$950,724,252	1.990	\$1,896,962.29
L	LIBRARY	\$1,025,485,245	.5000	\$514,016.02
P	PORT PASCO	\$1,802,596,756	.4500	\$812,889.18
H	HOSPITAL	\$478,867,738	.3853	\$185,089.77
	CEMETERIES			
CEM #1	CEMETERY 1	\$27,432,946	.0500	\$1,374.52
CEM #2	CEMETERY 2	\$170,953,240	.0500	\$8,626.94
	CITIES			
PAS	PASCO	\$800,362,820	2.545	\$2,040,390.78
1P	PASCO BOND	\$642,618,709	6103	\$392,745.80
C	CONNELL	\$74,760,993	2.904	\$217,228.27
	POOL BOND	\$73,924,693	.3422	\$25,305.37
M	MESA	\$8,008,014	3.375	\$27,029.27
K	KAHLOTUS	\$3,011,638	3.375	\$10,164.49

following year. Public questions or comments are welcomed during this process. Once the budget has been adopted, the amount of taxes to be collected is certified to the county assessor. The assessor computes the levy rate required to raise the certified tax for each district, and ensures that none of the constitutional or statutory limitations is violated. After the levy rates have been certified by the county council, taxes are extended to all property within the boundaries of the respective districts. The county treasurer mails tax bills on February 14 of the year in which they are collected, and the receipts are distributed back to the various districts.

TAX RELIEF

- There are several tax relief opportunities provided by state law, including:
- "Open Space Classification" for
 - Agricultural land
 - Timberland
 - Nature preserves
 - "Designated Forestland Classification" for timberland parcels 20 acres or more
 - "Historical Restoration Exemption" for historical significant property under going restoration
 - "Improvement Exemption" a temporary exemption of valuation of additions to single-family dwellings
 - "Destroyed Property Claim" adjustment to the valuation of destroyed property
 - Property tax exemptions for
 - Senior citizens
 - Disabled persons
 - Full tax deferrals for
 - Senior citizens
 - Disabled persons
 - Exemptions for qualifying property owned by non-profit organizations
- For further information about any of these exemptions, contact the Assessor's office 545-3506.

The INCOME APPROACH is an analysis of a property's value based on its capacity to generate revenue for the owner.

All approaches which apply to a particular property may be used by the appraiser

PROPERTY TAX LEVIES

The Assessor does not raise property values in order to increase taxes. The cost of providing public services determines your property tax. Local government consists of various taxing districts including fire districts, regional library, cities, county government, roads, ports, etc.. A portion of the tax is distributed to the state for local school support. In addition, taxes are collected to pay for special voter-approved levies, such as school maintenance and operation levies and bonds and emergency medical levies. The Assessor sets the levy rates based on taxing district budget requests, statutory limits and property values. Levy rates are expressed in dollars per thousand dollars of assessed value.

TAX LIMITS

Property tax levies are subject to several statutory and constitutional limits.

- The "106% levy lid" restricts individual taxing districts to collect a maximum six per cent increase over the highest amount collected since 1985 for their regular levy, plus an amount attributable to new construction within or annexations to the district. This law applies to a taxing district budget and not to individual properties. RCW 84.55.010.
- The regular levy of each taxing district cannot exceed a certain rate, which is determined by the type of district. For example, the levy for the county current expense fund cannot exceed \$1.80. RCW 84.52.010.

- The aggregate regular levy rate of all senior and junior taxing districts (not including the state, port districts and public utility districts, emergency medical levies, and conservation futures) cannot exceed \$5.90. RCW 84.52.043.

- The aggregate of all regular levies (not including port and public utility districts) shall not exceed 1% of true and fair value. WASHINGTON STATE CONSTITUTION, ARTICLE VII.

THE BUDGET CYCLE

Every year the directors or commissioners of all taxing districts meet in open session to determine the amount of taxes to be collected the

CODE	DESCRIPTION	VALUE	LEVY	TAX
F1	FIRE 1	\$138,419,381	.9147	\$127,322.7
F2	FIRE 2	\$43,182,033	.9726	\$42,119.84
F3	FIRE 3	\$495,668,870	1.3500	\$670,270.7
F4	FIRE 4	\$149,436,728	.3340	\$50,198.89
	SCHOOLS			
1	PASCO M&O BOND	\$1,366,847,055	3.7254	\$5,101,575
		\$1,366,847,055	2.0485	\$2,805,222
109/43	WASHTUCNA BOND	\$503,463	3.5326	\$1,778.56
		\$503,463	1.6681	\$839.83
162/51	N. FRANK. M&O BOND	\$365,563,178	3.6859	\$1,351,750
		\$365,563,178	2.1063	\$772,454.7
147/55	OTHELLO M&O BOND	\$36,196,388	2.7588	\$99,955.07
		\$36,196,388	1.6323	\$59,140.37
56	KAHLOTUS M&O BOND	\$27,335,446	5.4874	\$150,242.6
		\$27,335,446	1.2804	\$35,056.88

64401

TAXING DISTRICT CODES

THE ASSESSOR'S ROLE

& ABBREVIATIONS

SCHOOLS

1	Passco School District
43	Washluena School District (Adams & Whitman Counties)
51	North Franklin School District
54	Star School District
55	Othello School District (Adams & Grant Counties)
56	Kahlotus School District

CITIES & TOWNS

PAS	City Of Pasco
PAS-IP	City Of Pasco Annexation 1995
C	Town Of Connell
C-1	Town Of Connell Annexation
M	Town Of Mesa
K	Town Of Kahlotus

PORTS

P	Port Of Pasco
KP	Port Of Kahlotus

FIRE DISTRICTS

F1	Fire District #1
F2	Fire District #2
F3	Fire District #3
F4	Fire District #4

CEMETERIES

CEM1	Cemetery District #1
CEM2	Cemetery District #2

OTHER

I	Franklin County Road District
H	Hospital District #1
L	Mid-Columbia Regional Library

The role of the Assessor's office is to establish a value for all property for tax purposes. The Assessor is required by law to set that value at 100% of market value and to assure that all values are in equalization.

The Assessor does not create market value. Market value is the price a willing buyer and seller would agree to under ordinary circumstances. This does not mean that an individual sale will automatically establish the value of a property. The Assessor uses multiple sales of comparable properties in establishing value.

Taxable property is divided into two classes. *Real property* includes land and all buildings, structures, and improvements to the land. *Personal property* includes machinery and equipment, fixtures, furniture, and other items that are movable in nature. Personal effects which are not held for sale or commercial use are not taxable.

FREQUENCY OF VALUATION

State law requires that the Assessor maintain a systematic revaluation program. All property in Franklin County is physically inspected at least once every two years. If property in a particular area consistently sells for more or less than the assessed value, the assessment roll will be adjusted to reflect real estate market conditions in that area's cycle. If the character of property changes because of new construction, remodeling, additions, subdivisions, etc., a new valuation is determined.

METHOD OF VALUATION

The laws governing the tax appraisal process Washington State are based upon the same principles and procedures that are used throughout the appraisal profession. There are three basic approaches to the valuation of real property:

The **MARKET APPROACH** involves comparison of a property with the characteristics of similar properties which have recently been sold.

The **COST APPROACH** involves estimating the replacement cost of a structure, and adjusting that estimate to account for depreciation.

NATURE OF THE ASSESSOR'S PROGRAM

Function:

To administer the assessment and levy of property taxes in Franklin County.

Scope:

The listing of all taxable real and personal property within the geographic boundaries of Franklin County are within the office's jurisdiction, including property within incorporated cities.

General activities:

- Appraisal of property
- Assessment of personal property (primarily business & farm equipment)
- Administration of exemption programs (senior citizen and non-profit)
- Administration of special programs (e.g., open space, agricultural land)
- Public information
- Assessment roll maintenance (legal description changes, subdivisions)
- Appeals processing

Participants:

- Persons seeking exemptions or inclusion in a special program
- Taxpayers whose property is being appraised
- Representatives of taxing districts
- Persons seeking public information by phone, mail, or over the counter
- Persons appealing property tax assessments
- Employees of this office
- Employees of other agencies

1998 LEVY RATES

TAXING CODES	TAX	LEVY
1 PASP	101	\$15.1931
1 PAS-1P	102	\$14.5828
1 1 PL	105	\$14.5275
1 1 F3 PL	106	\$15.8775
1 1 HPL	108	\$14.9128
1 1 F4 HPL	109	\$15.2468
1 1 F2 PL	110	\$15.5001
162/51 CHP CEM2	200	\$16.2380
162/51 MHP	201	\$15.8161
162/51 1 PL	202	\$14.5458
162/51 1 F1 PL CEM2	205	\$15.5105
162/51 1 HPL	206	\$14.9311
162/51 1 F1 HPL	207	\$15.8458
162/51 1 F1 HPL CEM2	208	\$15.8958
162/51 1 F4 HPL	210	\$15.2651
162/51 1 F2 KPL CEM2	214	\$15.1184
162/51 1 HPL CEM2	215	\$14.9811
162/51 1 F1 HKPL CEM2	216	\$15.4458
162/51 1 F2 PL	219	\$15.5184
162/51 1 F2 PL CEM2	221	\$15.5684
109/43 1 F2 KPL	300	\$14.4769
54 1 PL	400	\$8.7536
54 1 F1 PL	401	\$ 9.6683
54 1 F2 KPL	403	\$ 9.2762
54 1 F1 HPL CEM2	406	\$ 10.1036
54 1 F2 PL	408	\$9.7262
54 1 F2 PL CEM2	410	\$ 9.7762
147/55 1 F4 HPL	500	\$ 13.8640
56 KKP CEMI	600	\$16.0064
56 1 F1 KPL CEMI	601	\$16.0361
56 1 F2 KPL CEMI	602	\$16.0940
56 1 F1 HKPL CEMI	603	\$16.4214
56 1 HKPL CEMI	605	\$15.5067

**HISTORIC TAXES FOR COLLECTION
FRANKLIN COUNTY**

YEAR	AMOUNT
1962	\$2,068,607.49
1963	\$2,180,702.20
1964	\$2,377,612.47
1965	\$2,377,604.03
1966	\$2,923,821.73
1967	\$3,174,674.74
1968	\$3,709,704.06
1969	\$4,232,002.88
1970	\$4,682,262.87
1971	\$5,059,651.22
1972	\$5,630,518.22
1973	\$4,436,140.40
1973	\$4,088,078.93
1974	\$5,818,832.43
1975	\$6,362,385.25
1976	\$6,345,002.45
1977	\$9,243,558.78
1978	\$10,99,974.52
1979	\$10,438,994.73
1980	\$10,686,037.43
1981	\$12,055,338.78
1982	\$12,466,582.07
1983	\$13,923,989.36
1984	\$14,687,833.86
1985	\$15,462,498.10
1986	\$16,172,748.74
1987	\$16,806,243.81
1988	\$18,203,930.87
1989	\$17,771,205.62
1990	\$17,606,628.72
1991	\$17,438,032.98
1992	\$18,725,594.98
1993	\$20,042,350.36
1994	\$22,675,625.39
1995	\$23,512,077.74
1996	\$24,621,466.00
1997	\$26,701,113.36
1998	\$28,135,210.25

ADJUSTED

AVAILABLE INFORMATION

Much of the property information that may be helpful to you is available for your inspection at our front counter. This includes:

- Property characteristics
- Property assessed value history
- Property sales
- Name and address of taxpayer
- Maps

You may obtain a photocopy of any of this information on a particular property for a small fee.

General Information 545-3506
 Fax Number 546-5840
 Email smarks@co.franklin.wa.us
 Web Page www.cbvcp.com/frank/assessor
 Board of Equalization Clerk 546-3351
 Office hours are 8:30 AM to 5:00 PM, Monday through Friday, except holidays.

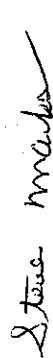
Message from the
Franklin County Assessor

This booklet has been prepared to help you better understand the functions of the Assessor's office. The information contained herein will assist you, as a property owner and taxpayer, in understanding assessment procedures, tax collection and distribution of the tax dollar.

The Assessor does not establish the dollar amount of taxes required nor does the Assessor bill or collect taxes. The taxpayers, state limitations, and assessed value determines the tax rate for each district. The County Treasurer bills and collects the required tax.

It is my responsibility as your Assessor, together with my staff, to insure that all property owners are treated fairly and impartially in accordance with our state laws. It is our sincere desire to serve and support you in an effective, responsible and courteous manner.

The County Assessor's office welcomes your inquiries and your concerns on how your property is assessed. As your Assessor, I am committed to serve and assist you personally in any matters dealing with this office. Also I will be available to speak to and/or answer questions for interested groups. Please contact the Assessor's office for more information. Office hours are 8:30 A.M. to 5:00 P.M. The phone number is 545-3506.



Steve Marks
Franklin County Assessor

IMPORTANT DATES

<i>January 1</i>	Real and personal property is subject to taxation and valuation for assessment purposes as of this date.
<i>February 15</i>	Property taxes can be paid on or after this date.
<i>March 1</i>	Most taxing district boundaries must be established
<i>April 30</i>	Personal property affidavits due
<i>April 30</i>	First half taxes due
<i>May 31</i>	End of revaluation cycle
<i>June 1</i>	Newly incorporated taxing districts may be established
<i>July 1</i>	Filing deadline for Board of Equalization appeals
<i>July 15</i>	Board of Equalization meets in open session
<i>August 31</i>	Last day Assessor can add new construction value
<i>October 1</i>	Last day to file for exemption on historic property
<i>October 2</i>	County begins budget hearings
<i>October 31</i>	Second half property tax due
<i>November 15</i>	Last day for taxing district to file levy requirements with Assessor
<i>November 30</i>	Last day for districts to certify to the Assessor amount of taxes to be collected for district purposes
<i>December 31</i>	Deadline for open space assessment Applications

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

2. The second section covers the process of reconciling accounts. It explains how to compare the internal records with the bank statements to identify any discrepancies. Regular reconciliation helps in catching errors early and prevents them from escalating.

3. The third part of the document addresses the issue of budgeting. It provides guidelines on how to set realistic financial goals and allocate resources accordingly. A well-defined budget is essential for controlling expenses and ensuring the organization stays on track.

4. The final section discusses the role of technology in financial management. It highlights the benefits of using accounting software to automate routine tasks, reduce the risk of human error, and provide real-time insights into the company's financial health.

5. In addition to the above points, it is crucial to establish a strong internal control system. This involves implementing clear policies and procedures for financial reporting and ensuring that all employees understand their responsibilities. Regular audits can also be conducted to evaluate the effectiveness of these controls.

6. Furthermore, it is important to maintain open communication with stakeholders. Providing regular financial reports to management and investors helps in building trust and ensuring that everyone is informed about the company's financial performance. Transparency is key to long-term success.

7. The document also touches upon the importance of staying updated with the latest financial regulations and tax laws. Compliance is a top priority, and any non-compliance can result in significant penalties and damage to the organization's reputation.

8. Finally, the document concludes by emphasizing the need for a proactive approach to financial management. By anticipating potential risks and taking preventive measures, the organization can ensure its financial stability and achieve its long-term goals.