

Narrative

General Information

County Name: [Miami County](#)

Person Performing Ratio Study: [Karen LeMaster / Brian Thomas](#)

Sales Window (e.g. 1/1/20 to 12/31/20): [1/1/2020 to 12/31/2020](#)

If more than one year of sales were used, was a time adjustment applied? If no, please explain why not. If yes, please explain the method used to calculate the adjustment. [Only one year was used.](#)

Groupings

In the space below, please provide a list of townships and/or major class groupings (if any). Additionally, please provide information detailing how the townships and/or major classes are similar in market.

****Please note that groupings made for the sole purpose of combining due to a lack of sales with no similarities will not be accepted by the Department****

The following homogenous groupings have been established:

Group Twp1: This is Erie and Peru Township. These townships are adjacent and are the only two that contain US Highway 24 so these townships populate, have developments, and trend similar in areas surrounding said Highway.

Group Twp2: Washington Township

Group Twp3: Pipe Creek Township

Group Twp4: This is Allen, Jefferson, Perry, Richland, and Union Townships. These townships represent our rural/agricultural areas north of Peru which is a totally different economic status than the southern townships. This area has minimal collateral effects of Peru and has minimal commercial or industrial activity. The few incorporated towns of Denver, Mexico, and Macy have no signs of revitalization or new businesses in the future.

Group Twp5: This is Butler, Clay Deer Creek, Harrison, and Jackson townships. These townships represent our rural/agricultural areas south of Peru with numerous economic effects such as Grissom Airforce Base, Mississinewa Dam/Reservoir, Bunker Hill Dragstrip, as well as the popularity of this area due to proximity to employment opportunities in Kokomo.

- Residential Improved parcels: appropriate analysis is included.
- Residential Vacant parcels: **insufficient valid sales** to analyze.
- Commercial Vacant parcels: **insufficient valid sales** within this property class to analyze.
- Commercial Improved parcels: appropriate analysis is included.
- Industrial Vacant parcels: **insufficient valid sales** within this property class to analyze.
- Industrial improved parcels: **insufficient valid sales** within this property class to analyze.

AV Increases/Decreases

If applicable, please list any townships within the major property classes that either increased or decreased by more than 10% in total AV from the previous year. Additionally, please provide a reason why this occurred.

Property Type	Townships Impacted	Explanation
Commercial Improved	Clay Deer Creek Harrison Washington	Reassessment Reassessment Split and change of use of one parcel Reassessment
Commercial Vacant	Deer Creek Pipe Creek	Reassessment Change of use of one parcel
Industrial Improved	Allen Erie Washington	Reassessment Change of use of one parcel Reassessment
Industrial Vacant	Allen	Reassessment
Residential Improved	Perry	Reassessment
Residential Vacant	Allen Deer Creek	Reassessment Reassessment

Cyclical Reassessment

Please explain in the space below which townships were reviewed as part of the current phase of the cyclical reassessment. Townships within this phase include Allen, Clay, Deer Creek, Perry, and Washington. Included within these townships were the more populated areas of the small town of Macy, South Peru Annex, and South Peru.

Was the land order completed for the current cyclical reassessment phase? If not, please explain when the land order is planned to be completed. The Land Order is scheduled to be included in the fourth (4th) phase.

Comments

In this space, please provide any additional information you would like to provide the Department in order to help facilitate the approval of the ratio study. Such items could be standard operating procedures for certain assessment practices (e.g. effective age changes), a timeline of changes made by the assessor's office, or any other information deemed pertinent.

For information purposes we will provide you with the following:

Sales Disclosure Verification Process

1. Once the sales disclosure comes in, the sales disclosure deputy immediately prints a card so that none of the transfer or sales information appears on the PRC
2. Said PRC's are distributed to a data collector and a site inspection is completed with the following guidelines
 - a. Check the PRC for errors.
 - b. Factual (objective) errors are written in **red ink**
 - c. Any notes or comments that would be considered subjective in nature (or an opinion of the data collector) is written **in pencil**
 - d. When necessary questions are asked of anyone home at the time of the inspection
3. The data collector then returns said PRC's to the sales disclosure deputy who then adheres to the following guidelines
 - a. Review the site inspection card,
 - b. Make only the corrections to the PRC that are indicated in **red ink**
 - c. Makes whatever contact with buyer, seller, real estate agent, or Title Company to appropriately evaluate if the sale is valid or invalid for trending purposes.

Effective Age Protocol

- Miami County does have a protocol for establishing effective age which is verified, updated, and established annually using sales/marketing data, all the following criteria are used in establishing the proprietary annual guidelines:
 - Ascertaining the level of update(s) that are known factors that extend the economic life of a structure
 - Siding
 - Windows
 - Roof (type)
 - Additions
 - Remodeling (extent thereof)
 - Replacement/upgrades such as plumbing, electrical, insulation, drywall, flooring, built-ins

- Taking into consideration
 - Grade
 - Condition
 - Year / effective year
 - Location
- Once quantified correlation with the percent complete charts as provided in our Guidelines is established to assist in establishing a weighted age.

Said process is employed **only** during the new construction process, appeals, and reassessment field work.