

BOROUGH OF RUNNEMEDE

**Tax Assessment Office
24 N. Black Horse Pike
Runnemede, NJ 08078
Phone 856-939-1521**

March 13, 2012

RE: Reassessment Program

Dear Property Owner:

This letter is to inform you that the municipal wide reassessment of all properties located in the Borough of Runnemede is currently under way. This program, which has been approved by the Camden County Board of Taxation and the New Jersey Division of Taxation, will be implemented for the 2013 Tax Year and is under direct supervision of the Municipal Tax Assessor pursuant to state law. (N.J.A.C. 18:12A-1.14)

The goal of the reassessment is to update all assessed values to a fair market value as of October 1, 2012. Doing so will level out any inequities that may currently exist and will result in a fair and equitable distribution of the tax burden among all property owners.

To assist the Tax Assessor in achieving this goal the municipality has hired field inspectors to assist in the various phases of the reassessment project. The Borough will be updating our current data which is on file. The inspectors will be visiting all properties throughout the municipality from March through August to verify the information that will act as a foundation to later be used in the valuation phase of the reassessment program. Please keep in mind that the representative who visits your property is not there to make an instant judgment of value but rather to measure and make notes regarding the structures on your property. All representatives will be registered with the Runnemede Police Department and will be wearing a photo identification badge.

It is expected that the reassessment will be completed by mid or late fall of this year. At that time all property owners will be notified by mail of their new assessed value and will be given every opportunity to review the valuation with the Tax Assessor or a representative of the Borough, if so desired.

I have included a brochure, which should answer most questions related to the reassessment of our community. We will also have a public meeting at the Municipal Building courtroom at 5 PM on Tuesday, May 1, 2012. I will be there to answer any questions you may have.

I would like to thank you in advance and your cooperation is greatly appreciated.

Sincerely,
Brian Schneider, CTA
Tax Assessor

What will the data collectors look for?

Some of the items that will determine your market value include the type of neighborhood; building size; age and condition of improvements; the quality of construction; lot size; and the shape and topography of the lot. In addition, features such as number of bathrooms; quality and condition of kitchen; basement (finished or not); garages; fireplaces; central air conditioning; in-ground pools; sheds; and other detached structures will be considered.

Other factors that affect market value include inflation, supply and demand, interest rates, and the cost of materials and labor.

When will I be advised of the proposed assessment?

When every property in Runnemede has been reassessed, you will receive a letter. Letters will be mailed in the late fall of 2012. You will be given the opportunity to discuss your assessment and review your property description with a representative of the Borough Tax Assessor's Office. You will be provided with the time and place for these reviews.

Will my assessment increase?

Probably so. As previously mentioned, your present assessment was placed on your property nearly nineteen years ago during the last revaluation and market values have risen since that time.

What I really want to know is what affect will the Reassessment have on my tax bill?

The Reassessment Process is revenue neutral. In other words, no additional taxes overall will be raised for the school, county, or municipality as a result of the completion of this process. The impact of the new assessments will not affect the property owner's tax bill until the 2013 tax year.

What can a taxpayer do if he or she is not satisfied as a result of the informal hearing?

If for any reason a taxpayer is not satisfied with his or her assessed value for any given year, the taxpayer has the right to file a formal appeal with the Camden County Board of Taxation on or before April 1 of that given year or May 1 (revaluation or reassessment year).

Question & Answer Brochure

For the Borough of Runnemede Reassessment Program



Thank you, in advance, for your cooperation in helping complete the reassessment program.

Dear Property Owner,

It has been almost nineteen years since a reassessment was completed in the Borough of Runnemede. New Jersey real estate taxation law mandates that all real estate be assessed at 100% of market value and there must be equalization among assessments.

Annually, the State of New Jersey, Division of Taxation, and the Camden County Board of Taxation complete a study of all the sales that have transacted in each community, including Runnemede, and determine the relationship of assessed value to sale value for each usable sale.

It has been determined by the above mentioned agencies that the properties located within Runnemede are currently assessed below market value. The Camden County Board of Taxation has approved a reassessment of the Borough to be completed and implemented by the 2013 tax year.

Some of the major forces responsible for causing inequity in assessments are inflation and neighborhood trends. As a consequence, all properties have not increased in value at the same rate since the last revaluation; hence, imbalances have been created.

We have prepared this brochure to help you understand the process that takes place during a reassessment program. In addition, it is an attempt to answer some basic questions and to clear up common misconceptions.

It is obvious that no brochure can answer all property owners' questions and, therefore, if my office can be of further assistance in answering your inquiries please call us at (856) 939-1521. You can also visit our website www.runnemedenj.org for information. Thank you for your cooperation in helping my office complete this reassessment program.

Sincerely,

Brian Schneider, CTA
Tax Assessor

What is a Reassessment Program?

A Reassessment Program seeks to spread property taxes equitably within a taxing district, such as the Borough of Runnemede, by making sure that each property is assessed on the basis of its value. During the reassessment, the exterior of each property will be physically inspected to verify the information which is currently on file. The interior will be inspected when it appears that our current property data may have changed. A market value, as of October 1, 2012, will be established. The reassessment process is revenue neutral, meaning no additional taxes will be raised as a result of completion of this program.

What is the definition of Market Value?

It is the highest price, as of a specific date, in cash, or its equivalent, for which a property should sell after reasonable exposure in a competitive market, with buyer and seller each acting prudently, knowledgeably & for self-interest, and assuming that neither party is under undue duress.

What is meant by a "Comparable Sale"?

A comparable sale is a property that has a similar location and physical characteristics to the property being appraised and has sold within a reasonable time period prior to the appraisal date.

How will the program work?

Each property will be physically inspected on the exterior by an experienced field representative. Interior inspections will be performed where needed. Structural and descriptive details of the property and neighborhood will be noted. The outside measurements of each building will be taken to

determine the square footage content of the dwelling or building. This property data will be entered into a computer assisted mass appraisal program and a preliminary value estimate will be established utilizing the Real Property Appraisal Manual of New Jersey Assessors. The preliminary value estimate will then be adjusted to a final market value estimate using comparable sales data from that neighborhood or a homogeneous neighborhood, if necessary. Some income producing commercial properties may be appraised using an income capitalization method.

When will the program begin and end?

The program will begin with the receipt of this brochure and introduction letter. All work will be completed by December, 2012 in order to use the new assessments for the 2013 tax year. Field inspections will run from March to September, 2012.

Will photographs be used?

Photographs of the exterior of your property will also be taken by the Borough. The photographs will be taken from a public right-of-way on a different date than the property inspection. You do not need to be present or involved in the photograph phase of the project. There will be no interior photographs taken of your property.

Will the field inspector be able to tell me the new assessment?

No. The inspector is only compiling information. A uniform formula will be applied to all properties to determine the new assessment.