

# STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH  
 100 NORTH SENATE AVENUE N1058(B)  
 INDIANAPOLIS, IN 46204  
 PHONE (317) 232-3777  
 FAX (317) 974-1629

## Ratio Study Narrative 2024

General Information	
<b>County Name</b>	Clinton County

Person Performing Ratio Study			
Name	Phone Number	Email	Vendor Name (if applicable)
Brian Thomas	(765)210-1804	Briant.tapco@gmail.com	TAPCo
Jada Ray	(765)659-6315	Jray@Clintonco.com	

Sales Window	1/1/2023 to 12/31/2023
<b>If more than one year of sales were used, was a time adjustment applied?</b>	If no, please explain why not.
	N/A
	If yes, please explain the method used to calculate the adjustment.
	N/A

## Groupings

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 Center Township which includes Frankfort proper.

Group twp2: This is Owen, Warren, Forest, Johnson, Union, and Sugar Creek Townships. These are all the same as they are the most rural outlying townships in Clinton County. They are mostly gravel roads, few amenities, and heavily agricultural.

Group twp3: This is Jackson, Kirklin, and Perry Townships. They are rural on the outer areas but have multiple major thoroughfares cutting throughout (i.e. US 421, St Rd 38, and St Rd 39) unlike the mostly rural townships in Twp2. Positive residual effects from Kirklin and Frankfort also effect this area.

Group twp4: Madison Township

Group twp5: Ross Township

Group twp6: Michigan and Washington Townships. These townships are the west and east border of Center Township (Frankfort) with State Road 28 running right through the middle of them. The impact of population, accessibility, convenience to the main thoroughfare, plus the economic effects of Frankfort make these townships comparable in regard to their market segmentation.

- Industrial Vacant parcels: insufficient valid sales within this property class to analyze.
- Industrial improved parcels: insufficient valid sales within this property class to analyze.
- Commercial Vacant parcels: insufficient valid sales within this property class to analyze.
- Commercial improved parcels: insufficient valid sales within this property class to analyze.
- Residential vacant parcels: insufficient valid sales within this property class to analyze.
- Residential improved parcels: appropriate analysis attached

## Cyclical Reassessment

**Please explain which townships were reviewed as part of the current phase of the cyclical reassessment.**

The following were the Phase 2 reassessment areas

- Forest Township
- Jackson Township
- Owen Township
- Kirclin Township
- Washington Township

## Land Order

**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 next scheduled update to the Clinton County Land Order is scheduled for Phase 4 of the Cyclical Reassessment program

## 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**  
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. Whatever contact with buyer, seller, real estate agent, and/or Title Company is made to finalize the decision if the sale is valid or invalid for trending purposes.

### Effective Age Protocol

- Clinton 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.

