

# 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>	ST JOSEPH COUNTY

Person Performing Ratio Study			
Name	Phone Number	Email	Vendor Name (if applicable)
MICHAEL CASTELLON	574-235-9523 ext. 7300	MCASTELLON@SJCINDIANA.COM	
ALTA NERI	574-235-9523 ext. 7336	ANERI@SJCINDIANA.COM	
ARCELIA DORADO	574-235-9523 ext. 7326	ADORADO@SJCINDIANA.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>	<b>If no, please explain why not.</b>		
N/A	N/A		
	<b>If yes, please explain the method used to calculate the adjustment.</b>		
	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\*\***

Ind Vac (PCC 300)- County wide, combined, no sales to analyze data.

Ind Imp (PCC 301-399)- County wide, combined due to same market use and are similar in land base rates within each category though out the county.

Comm Vac (PCC 400)- County wide, combined, not enough sales to analyze data.

## 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
<b>Commercial Improved</b>	Lincoln Township	Change in use, new construction & removal of prior appeal adj.
	Warren Township	Cyclical Reassessment & price change due to conversion to Xsoft
<b>Commercial Vacant</b>	Clay Township German Township Harris Township Liberty Township Penn Township	New plat, neighborhood change Change in use. Land split Change in use. Cyclical reassessment & change land type
<b>Industrial Improved</b>	Clay Township Liberty Township Lincoln Township Madison Township	Added new solar panels. Cyclical reassessment & new construction Cyclical reassessment Land acres correction & buildings added.
<b>Industrial Vacant</b>	Olive Township	Change in use.
<b>Residential Improved</b>	Liberty Township Lincoln Township Madison Township Olive Township Portage Township	Trending factor Trending factor & new construction Trending factor Trending factor Trending factor & new construction
<b>Residential Vacant</b>	German Township Greene Township	Cyclical reassessment & removal of prior appeal adj Cyclical reassessment & change land type

	Harris Township	Cyclical reassessment & removal of developer's discount
	Penn Township	Cyclical reassessment & change in use

**Cyclical Reassessment**

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

Centre Township, Clay Township, German Township, Greene Township, Harris Township, Liberty Township, Lincoln Township, Madison Township, Olive Township, Penn Township, Portage Township, Union Township and Warren 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.**

Not completed for 24/25, plans to complete for the 25/26 assessment.

**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.**

**Software conversion from ProVal to Xsoft resulted in a difference in pricing calculations.**

**Field Work: annual permit work for January 1, 2024**  
 St. Joseph County processed 7,126 (1,122 C & I and 6,004 residential) site inspections in response to building permits issued.

**Effective age changes**

Effective age is adjusted based on a combination of updates done to a property, for example: siding, new roof, windows, total remodel, large addition to the dwelling. Calculation to changed eff age.

**If a combination of updates**

Year built x 50% = \_\_\_\_\_ Year remodel x 50%= \_\_\_\_\_ Add the two to get an **eff year**

**If an addition (sq. ft.) added**

Dwelling sq. ft. / total sq. ft. w/ addition = %

Addition / total sq.ft. w/addition = %

% of dwelling x year built =

% of the addition x year addition was done =

Add the two to get the **eff year**.