



Sarah MacLellan  
*Chief Assessor*

## CITY OF MELROSE

## OFFICE OF THE ASSESSOR

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### MEMORANDUM

To: The Honorable Melrose City Council  
From: Sarah MacLellan  
Re: FY2023 Assessor's Office Budget (141)  
Date: May 23, 2022

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In preparation of review of the Fiscal Year 2023 Department Budgets, I am providing the City Council the following information regarding the proposed budget for the Assessor's Office.

There were several staffing changes that occurred in the Assessor's Department throughout FY 2022. At the start of the fiscal year, I transitioned into the Chief Assessor role after serving as the Assistant Assessor for four years. As a result of this promotion, we filled the vacant Assistant Assessor role in August 2021. Finally, the Assessing Head Clerk retired in February 2022 and we filled the role in April.

The overall change in the Assessing Budget for FY 2023 is a difference of -5.0%. This change is due to a reduction in the Salary and Wages line of \$19,361 (-7.6%) due to the staffing changes outlined above. All Assessing staff salaries are paid directly from the Assessor's Department Budget (141). There are no further proposed changes in the Assessors Department Budget for FY2023 beyond the reduction in the Salary and Wages line.