

Town of Vienna - Assessment Department Monthly Report June 2025

- Transferred the 2025 final assessment roll to the county on June 4, 2025. Work on the 2026 assessment roll will begin when the RPS datafiles are returned and uploaded to the Town of Vienna RPS database.
- Assessment reviews requested by Town Residents since March 2, 2025. There have been no requested assessment reviews for the 2026 assessment roll.

Assessment Changes from Assessment Reviews

2026 Tax Roll	Requested	Reviewed	Assessed Value Change	Market Value Change
Sylvan Beach	0	0	(\$0)	(\$0)
Town of Vienna	0	0	(\$0)	(\$0)
Totals	0	0	(\$0)	(\$0)

- Processed 6 sales for entry into the RPS database for sales transmittals using department procedure AA-DC-03, RP-5217 (Sales) Review Process. All arm's-length sale property transactions since March 1, 2025, taxable status date have been reviewed for inventory comparison between tax records and sales listings with valuation changes made where applicable. There is one pending subdivision (split). Subdivisions cannot be made until the final 2025 assessment roll is uploaded from the county to the RPS database.

Impact of Changes due to Sales, Splits and Merges – 2026 Assessment Roll

2025 Tax Roll	Total	Assessed Value Change	Market Value Change
Sales Reviewed	6		
Splits and Mergers	0		
Totals	6	\$56,480	\$166,118

- Valuation of closed building permits for the 2026 assessment roll has commenced. Valuation of completed building permits will continue after the final 2025 assessment roll is received from Oneida County. Valuation changes cannot be made to the RPS assessment software until the final 2025 assessment roll is uploaded from the county.

Permits – Village of Sylvan Beach (306401) and Town of Vienna (306489)

2025 Tax Roll	Closed by Codes	Valued by Assessor	Assessed Value Change	Market Value Change
Sylvan Beach	2	0	\$0	\$0
Town of Vienna	21	12	\$7,510	\$22,088
Totals	23	12 ¹	\$7,510	\$22,088

- The Assessor is required to maintain at least 12 Continuing Education (CE) Credits per year starting in October 1, 2024 through September 30, 2025. The Assessor completed a 6 CE credit course on reconstructing income and expense statements used in calculated the income approach to value. The Assessor has registered for a 12 CE credit course on using RPSv4 for town wide revaluations. This training will occur on July 13 – 15, 2025. This training has been approved by the Town Board as documented in the May 7, 2025 Town Board meeting minutes.

¹ The Assessor has completed three permit projects not yet issued a C.O.O/C.O.C, but the work is complete. The valuation of these thee permits is not included in the total because the values were changed on the 2025 assessment roll.

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- The Assessment department is continuing a project to validate that all tax parcels shown on the new tax maps are reflected in the RPS software. A list of missing tax parcels, meaning those that are not in the RPS software, will be maintained until completion of the project. When the scope of any unaccounted-for parcels is determined, a disposition plan for the unaccounted-for parcels will be developed. This project is expected to continue through 2025 and into 2026.

Respectfully submitted,

Phillip M. Amway, SCA

Sole Assessor

Town of Vienna

315-245-2191 Menu Option 5

assessor@townofviennany.org