

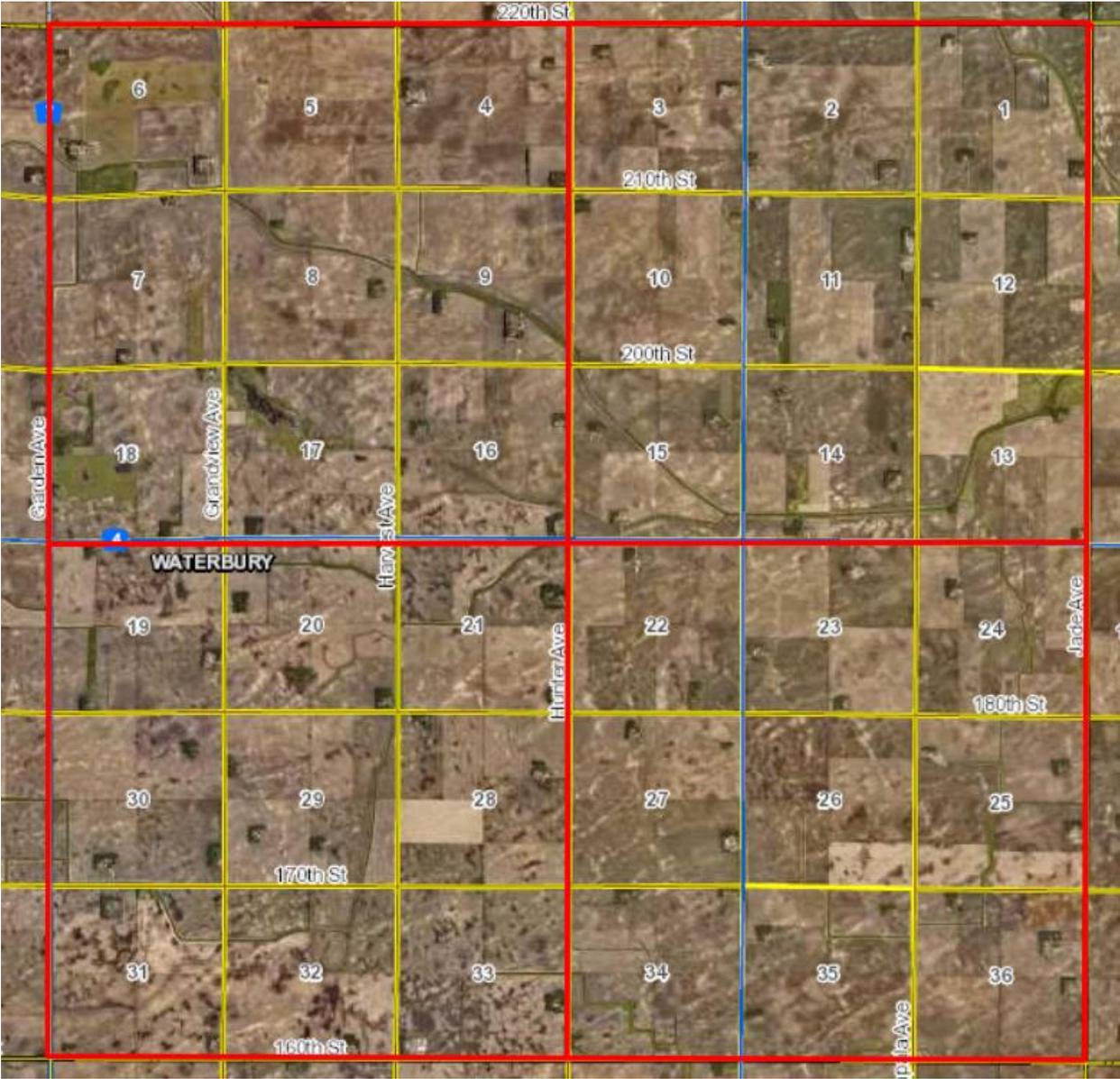
Quintile Planning and Preparation

If you were to do a Quintile on this Township how would you break it down?

We do a Quartile on this township. Can you explain why it would be acceptable to do one vs. the other?



With this information does it help explain why we do a Quartile vs. a Quintile?



Here is a zoomed in quarter of the township. It is possible to knock out an entire township in a few days with the few building sites.



When you get to some sites you can be in and out in under 10 minutes. Measure the house and garage, talk to the home owner, and take your pictures.



In other instances it may take a more than an hour to do a single parcel. For example, the rural parcel shown below the assessors actually moved their car twice while measuring the different parts. (There are three houses on this one parcel)







How would you break this city down?

Does it have neighborhoods?



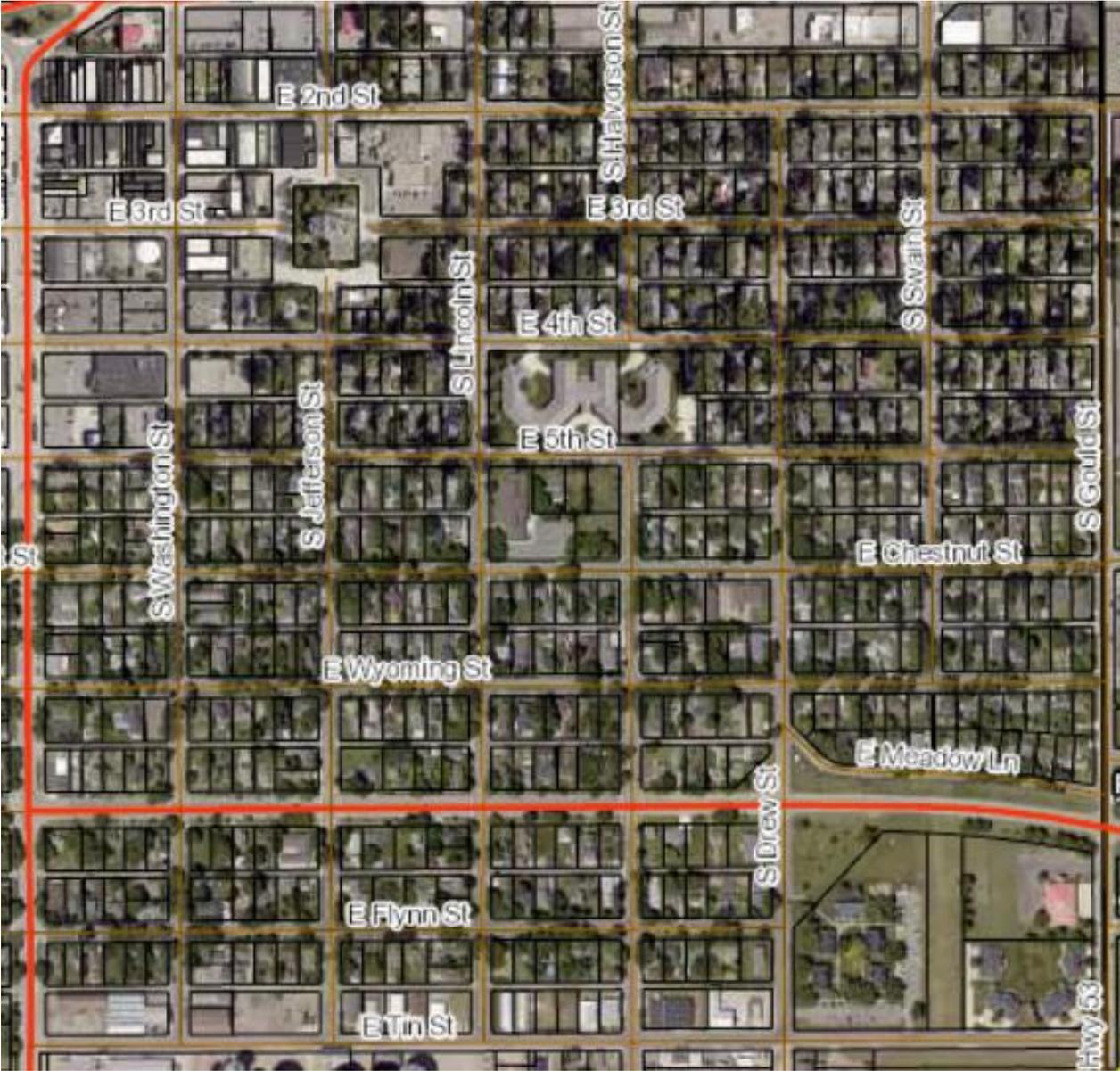
How do you think a neighborhood like this would be best broken down?



This is a development where the houses are all cookie cutter type homes. The different types of houses are color coded by bedroom and story count. What assumptions, when viewing, could you possibly make?



If you are in a bigger city how would you break it down? These are all the same demographic and don't really have any upscale or downscale neighborhoods in them.



Here is the same neighborhood to help you color code or set up a plan.



This is the north side of the same city from your last example only here we actually do have different neighborhoods based on size and years of expansion the city has had in the last thirty years.



Now that you have a plan and are ready to go out, what do you need to have with you and how are you going to record or document everything?

1. A clip board with paper and inspection sheets.
2. A camera that provides an imprint of date
3. A tape measure or laser tape measure.
4. Business cards
5. Post it's to leave at house when taxpayer isn't home
6. Water and snack.
7. Good shoes, a hat, sunscreen, bug spray. And MACE!
8. Chargers (Phone, Camera, Tablet)



The following pages have some of the sheets I would take with me when I went out to inspect properties. They were an essential tool in helping me. As I walked up to a house I would be looking at the foundation, windows, siding, roof, and shingles. This helped me fill out half of the information before I even knocked on the door.

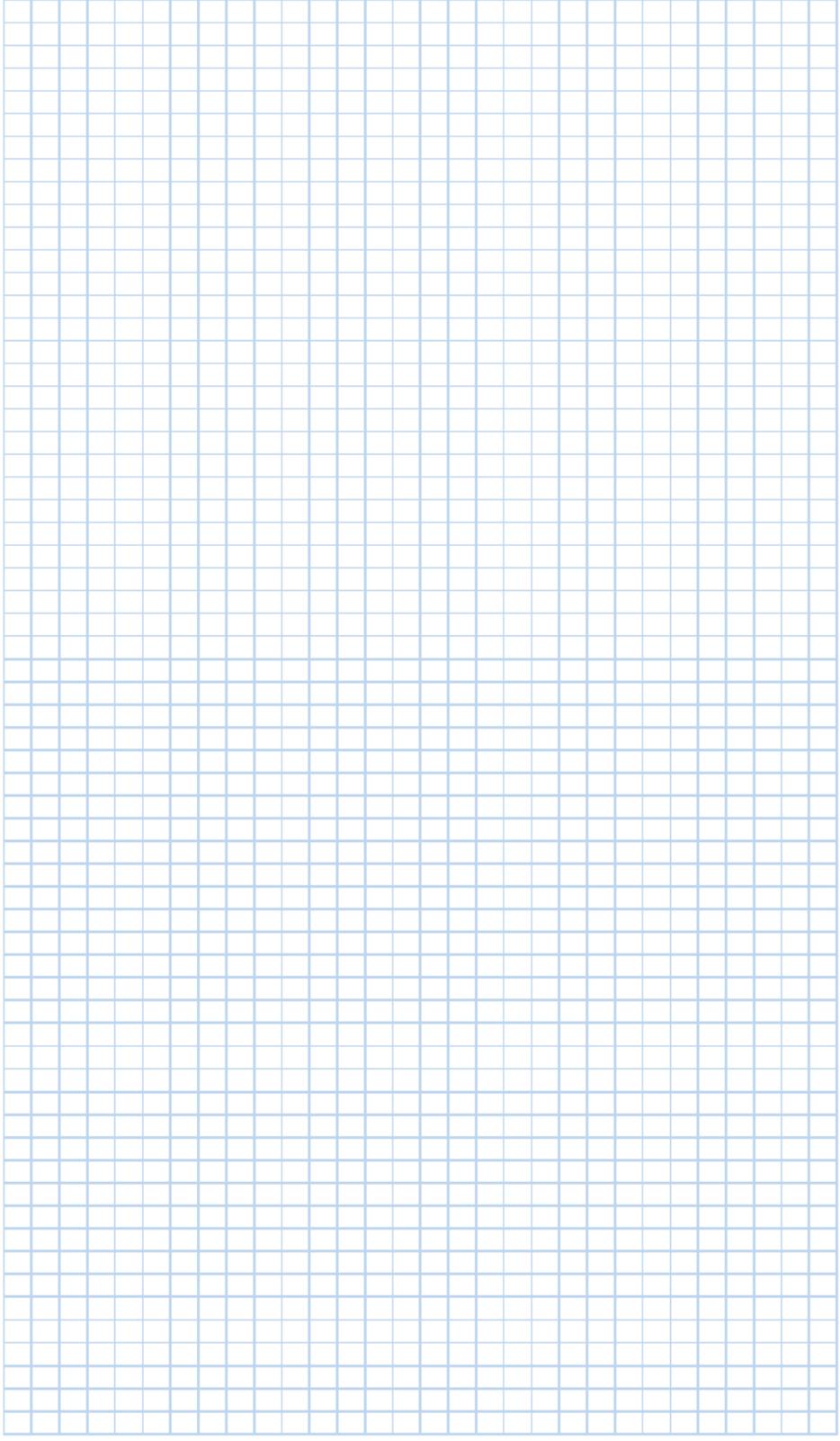
Now, we take tablets out with us. This way we can answer any questions someone may have, as well as not having to worry about windy days with things blowing away.

The more organized and quicker you are while with a taxpayer present the better the interaction will be with them. Ask a coworker, family member, or a friend to let you practice on them once or twice to know your questions and try to have a flow with your conversation. Sometimes less is more. Quite often I started asking questions and then when I paused the homeowner would start a story about how and when they bought the house, what they have done since they moved in, etc. Next thing you know all of your questions are answered and they told you about the Nelson's across the street and the Anderson's next who both just put in new kitchens and bathroom remodels.

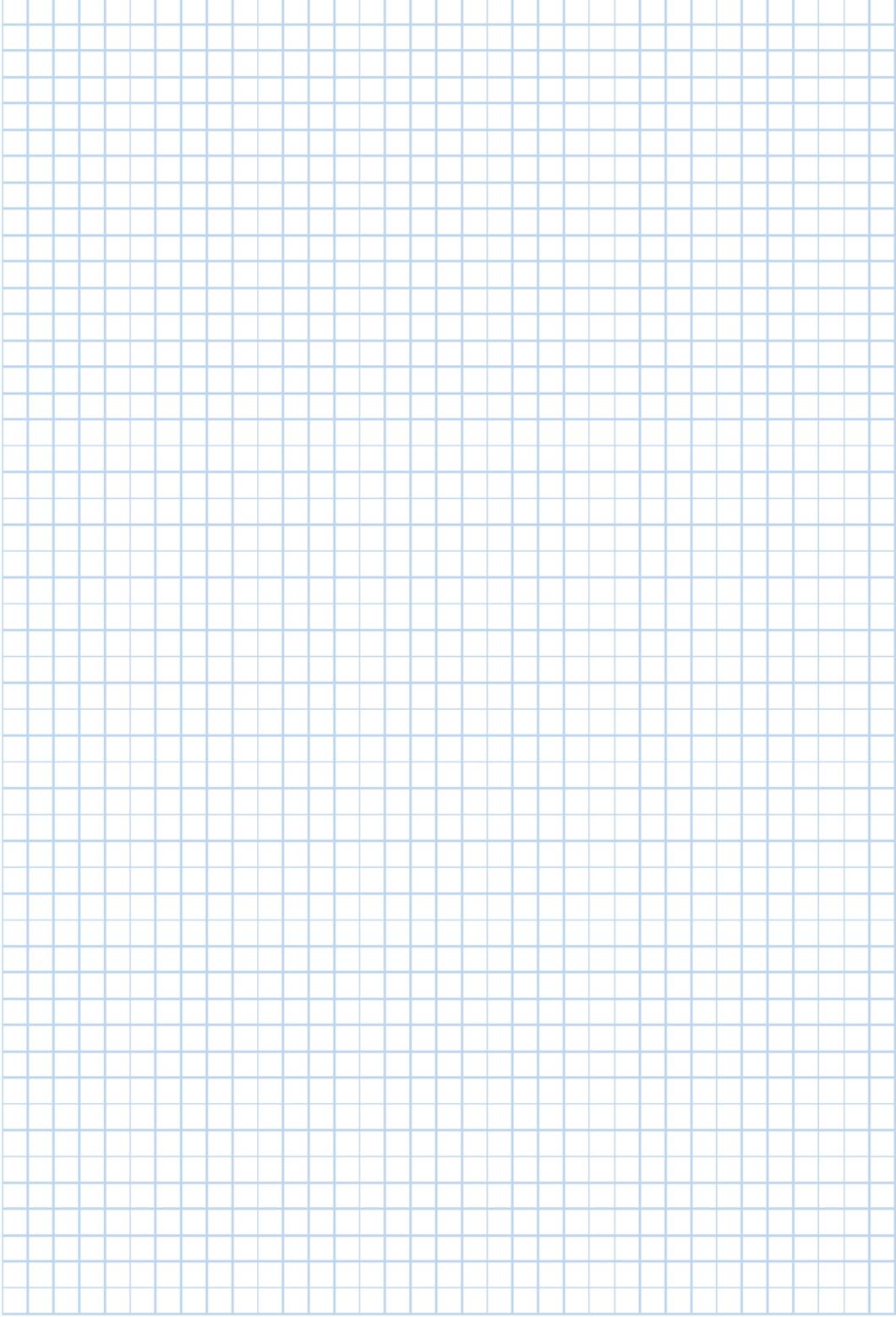
Parcel # _____ Address _____

Grade	Condition	Effective Age	Depreciation	% Complete
Remodeled	A/C	Foundation	Exterior Walls	Windows
Roof Type	Roof Cover	Electrical Service	Water Heater	
Water Softener	Heat Type			

Sketch



Site Layout



Sketch

