



RACI Chart

Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Assessment Roll Audit		Crystal		MTE		Formulate growth and assessment patterns over a five-year period using MPACs annual assessment at Roll return.
Determine percentage of ARB appeals		Crystal		ARB/MPAC OPTA		Gather statistical information relating to the ARB appeal process – How many appeals have been reduced/approved and by how much.
MPAC assessment appeal process		Crystal		MPAC/OPTA/ The Assessment Act		Report on the current MPAC assessment appeal Process

Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
MTE feedback and recommendations report for process improvement		Kate		MTE		How can the city be more involved in the ARB process?
Volatility study on assessment		Kate		MTE		Understanding instability of our assessment base and assessment at risk

