

# TAX COLLECTOR EXPENDITURES

## 2011-12 Manager's Recommendation

	2010-11 Revised Budget	2011-12 Department Request	2011-12 Manager Recomm	Manager Inc (Dec)
<b>105437</b>				
510002 Salaries & Wages-Regular	315,300	324,550	324,550	-
510004 Salaries & Wages-Overtime	1,000	1,000	1,000	-
512501 FICA Tax	24,200	24,390	24,390	-
512502 Employees Group Health Ins	55,840	55,905	55,905	-
512503 State Retirement & 401K	36,185	38,975	38,943	(32) Rate change
520003 Professional Services-Legal	7,650	7,500	7,500	-
530000 Advertising	18,100	18,100	18,100	-
530500 Dues and Subscriptions	100	110	110	-
531500 Insurance & Bonds	2,160	3,418	3,418	-
532501 Main & Rep-Equipment	250	250	250	-
534000 Postage	142,700	135,000	135,000	-
535000 Supplies-Departmental-Misc	9,000	10,000	10,000	-
535018 Supplies-Printed Materials	61,488	58,000	58,000	-
535500 Telephone &	3,685	3,068	3,068	-
536000 Training & Development	2,800	3,600	3,600	-
536200 Travel	300	300	300	-
537508 Contracted Serv-Other	17,867	17,570	17,570	-
620000 Non-depreciable Assets	2,800	-	-	-
<b>105437</b>	<u><u>701,425</u></u>	<u><u>701,736</u></u>	<u><u>701,704</u></u>	<u><u>(32)</u></u>

# TAX COLLECTOR EXPENDITURES

		2010-11 Projected Actual	Prior Years Actual		
			2009-10 Actual	2008-09 Actual	2007-2008 Actual
105437	<b>TAX COLLECTOR</b>				
510002	Salaries & Wages-Regular	321,200	310,832	313,909	297,070
510004	Salaries & Wages-Overtime	1,000	635	2,507	2,789
512501	FICA Tax	24,650	22,803	23,181	21,526
512502	Employees Group Health Ins	55,840	56,408	55,343	53,479
512503	State Retirement & 401K	36,855	30,844	31,331	29,719
520003	Professional Services-Legal	7,650	4,838	5,341	1,180
530000	Advertising	18,000	15,891	14,125	13,714
530500	Dues and Subscriptions	100	61	83	88
531500	Insurance & Bonds	2,160	2,831	2,148	2,768
532500	Main & Rep-Buildings & Grounds	-	-	-	643
532501	Main & Rep-Equipment	285	135	195	461
534000	Postage	135,000	86,107	107,221	103,928
535000	Supplies-Departmental-Misc	6,000	9,369	7,680	7,782
535018	Supplies-Printed Materials	55,000	44,694	44,238	46,263
535500	Telephone & Communications	3,300	3,117	2,912	2,950
536000	Training & Development	2,600	4,062	4,303	5,314
536200	Travel	200	-	116	-
537508	Contracted Serv-Other	19,650	26,637	20,843	15,178
620000	Non-depreciable Assets	2,800	-	8,688	-
		<u>692,290</u>	<u>619,264</u>	<u>644,164</u>	<u>604,851</u>
105437	<b>TAX COLLECTOR EXPENDITURES</b>				

**Tax Administration and Mapping**

**FY2012**

**PROPOSED BUDGET FOR FISCAL YEAR 2011-2012**

105437		Department					
Tax Collector		Original	Adjusted	Request	%	Reasons for Increase/Decrease	
		2010-2011	2010-2011	2011-2012	(Dec)		
6100-02	Salaries & Wages Reg. 8 Employees	316,300	316,300	324,550	9,250	3%	
				324,550			
6100-03	Salaries & Wages Part Time	0	0	0	0	0%	
6100-04	Salaries & Wages Overtime	1,000	1,000	1,000	0	100%	used \$655 as of 2/23/11
				1,000			
6100-26	Salaries- Annual Adjustments	0	0	0	0	0%	
6126-01	FICA 7.65% X 324,550	24,200	24,200	24,390	190	1%	
6126-02	Group Health Insurance 8 x \$6,980	55,840	55,840	55,905	65	0%	Budget numbers provided by Finance
6126-03	Retirement 12.32% x 324,550	36,185	36,185	38,975	2,790	8%	
6200-03	Professional Services Legal Legal Expenses	2,500	7,660	7,500	5,000	200%	used \$1337 emcumb \$5150 as of 2/23/11
6300-00	Advertising	16,000	18,100	18,100	2,100	13%	emcumb \$17,990.64
6305-00	Dues & Subscriptions Mooresville Tribune - \$61 NCTC Association Dues - \$40	100	100	110	10	10%	used \$86 as of 2/23/11
				70			
				40			
6316-00	Insurance & Bond Professional liability 8 X \$160 Collector Bond Blanket Bond 8 X \$6 General Liability 8 X \$80 Workers Compensation	2,160	2,160	3,418	1,258	58%	Budget numbers provided by Finance
				\$1,280			
				\$700			
				\$48			
				\$640			
				\$750			
6326-01	Maintenance & Repairs to Equipment Printers	250	250	250	0	0%	
				250			
6340-00	Postage Tax Bills 311,000 Certified Mail & Daily Mail	120,000	142,700	135,000	15,000	13%	used \$107,048.94 emcumb \$5,000 as of 2/23/11
				\$119,000			Request may be inadequate.
				\$16,000			spent \$16,000 FY 09/10
6345-01	Rental Payments - Equipment	0	0	0	0	0%	
6350.00	Departmental Supplies Copy paper Misc. supplies Printer cartridges	9,000	9,000	10,000	1,000	11%	Request may be inadequate.
				3,000			
				3,500			
				3,500			

**Tax Administration and Mapping**

FY2012

**PROPOSED BUDGET FOR FISCAL YEAR 2011-2012**

105437		Department					
Tax Collector		Original	Adjusted	Request		%	
		2010-2011	2010-2011	2011-2012	(Dec)	(Dec)	Reasons for Increase/Decrease
5350-18	Supplies Printed Material	50,000	61,488	58,000	8,000	16%	spent \$28,213 & encumb \$26,605 as of 2/23/11
	Motor Vehicle Bills						Request may be inadequate.
	Original Bills (145,000)			\$20,950			
	Second Notices (65,000)			\$7,500			
	Prior Year(s) Notices (30,000)			\$0			
	Tax Bills						
	Original Bills (100,000)			\$16,000			
	Second Notices (60,000)			\$7,000			
	Scroll Processing						
	Tax Payer Receipts			\$3,000			
	N C R Receipts (2,000)			\$250			\$204 - Bec Car
	Schedule B, Beer & Wine Licenses			\$0			
	Envelopes (60,000) & misc printing			\$3,300			Walz - \$1385
5355-00	Telephone	3,885	3,885	3,068	-617	-17%	Budget numbers provided by Finance
	\$23 X 10 X 12			2,760			
	Long distance			180			
	Voicemail (4 x \$32)			128			
5360-00	Training and Development	2,800	2,800	3,600	800	29%	Reducing training which could affect certified employees.
	NCTCA Spring Conference (3)			\$2,400			
	Association meetings PC Training and Seminars			\$600			
	In Rem Foreclosure Training			\$0			
	Joint Collector/Assessor Conference (3)			\$600			
5362-00	Travel	300	300	300	0	0%	
				\$300			
5375-08	Contracted Services-Other	17,570	17,867	17,570	0	0%	Eliminated courier service and suggest this service be provided by divisions/departs with county owned vehicles. By Bill Furches (spent \$10,500 & encumb \$2465 as of 2/23/11)
	Sheriffs Fees			\$0			
	Temporary help during busy season			\$0			
	SIPS DMV ACCURINT IT/ESC & Bank Charges			\$6,370			
	Collection Agency			\$6,000			
	Wilson Security courier service			\$5,200			
5375-12	Contracted Services Hardware (In IT budget)	0	0	0	0	0%	
5375-14	Contracted Services - Software	0	0	0	0	0%	
6100-00	Depreciable Assets	0	0	0	0		
6200-00	Non-Depreciable Assets	2,800	2,800	0	-2,800	0%	
		659,690	701,425	701,736	42,046	6.37%	

6201.50 - Non-Depreciable COMPUTER HARDWARE/SOFTWARE REQUEST

2011-2012

Department TAX COLLECTIONS

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Cost must be between \$1,000 and \$4,999. Life of more than 1 year.

1) 4 Desktop Computers w/dual monitors

\$6,800

Justification:

Scheduled replacement for users Bill Furches, Ann Gray Ray, Linda Morrow & Susan Warren to be equipped w/dual monitors to greatly improve efficiency. Constant research between programs hinders the current process and wastes time.

(asset #'s 13480A, 13698A, 13475A & 13696A)

**ITS COMMENTS:**

We do not recommend replacing these 4 workstations (workstations were purchased in October 2008). We are now purchasing workstations with a 4 year warranty and recommend a 5 year replacement cycle. These workstations can be equipped with dual monitors.

2,800

2) 2 Desktop Computers w/single monitors

Justification:

Scheduled replacement for users Kathy Johnson & Laura Chilton to be used at payment counter.

(asset #'s 13697A & 13695A)

**ITS COMMENTS:**

We do not recommend replacing these 2 workstations (workstations were purchased in October 2008). We are now purchasing workstations with a 4 year warranty and recommend a 5 year replacement cycle.

2,200

3) 1 Laser Jet Printer

Justification:

Replacement of Laser Jet Printer DEV240, TAX01. This printer is in excess of 10 years old. We will replace only if necessary. Reliability is the key concern.

**ITS COMMENTS:**

This printer was purchased 10/31/2003. This printer is working properly and we do not anticipate any problems with this printer. The older HP printers are more reliable than the newer printers that we are currently purchasing.



Nettie Johnson  
Thu Feb 24 15:26:58 2011

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Date