

10/12/2011

Contacted the Racine County Treasurer's office:

The other municipalities in the County use a software system called J Mol. This is NOT the software that is used by the County.

The County is considering changing tax software. We would be willing to change software systems at the time the County does and would support inter-municipal cooperation with procurement, implementation and support.

A change in software would result in an unknown capital cost. The capital, implementation, and maintenance costs would be determined once an inter-municipal agreement is reached.

The City would not make a software change until the County does as changing software systems twice would be inefficient and costly.

A software change would not be anticipated until 2014 at the earliest.

Contacted the Racine County Real Estate Descriptions Office:

The County Real Estate Descriptions Office and print shop currently prints tax bills for the other municipalities in the County.

Spoke with Pat Harmann to inquire as to our options:

1. Mt. Pleasant is currently their largest customer at 10,500 bills
2. They can stuff and mail the bills as well
- 3. The bills must be a consistent format with the other municipalities. They must be a 2 payment option. They will not print them if they remain 4 payments.**
4. 10/20/2011: Option to have the City 2012 tax bills at the County print shop has been approved by the County Executive assuming the City moves to the 2 payment plan for the 2012 tax bills.

Contacted the Racine County Finance Department:

The County Finance Department does all of the billing for the services provided by the print shop. The billing is done by Kris Tapp in Finance.

Contacted Kris Tapp to determine the pricing structure and determine if it would be a savings to go with the County print shop.

Contacted the County print shop and finance department several more times, but have not yet received the pricing information requested. Will continue to work with the County to determine pricing estimates.

ACTION PLAN

Based on the conversations and approvals from the County the finance department recommends the following process:

Step One:

Finance Committee and Common Council approve the City go down to two installment payments for the 2012 tax bill.

Timeline: Approval no later than the November 15th meeting is required to allow us to notify the citizens in the 2011 tax bill insert.

Step Two:

Assuming cost effective, have the 2012 tax bills printed, stuffed, and mailed by the County.

Timeline: Final decision to be made no later than March 2012 to allow both the County and City enough time to prepare for the change.

Step Three:

Potential software conversion and coordination with the County.

Timeline: 2014 at the earliest if at all.