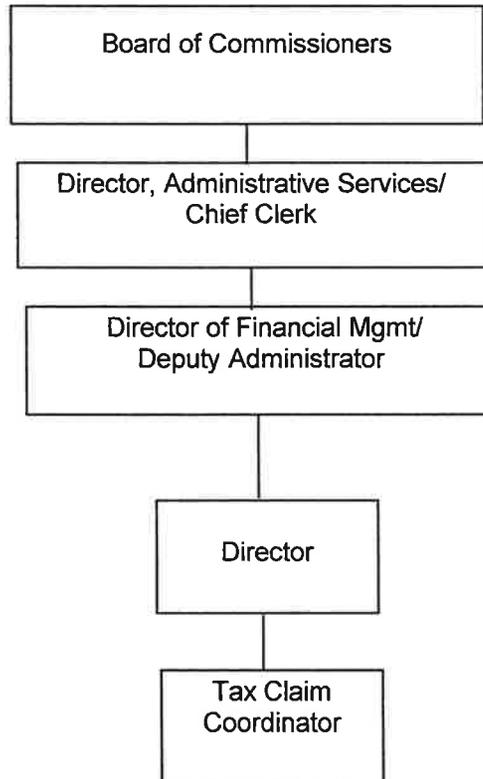


Tax Claim



**CENTRE COUNTY GOVERNMENT
2016 BUDGET**

<p>Function: General Government - Administrative</p> <p>Fund Type: General Fund</p>	<p>Department: Tax Claim</p>
<p>Description:</p> <p>The Tax Claim Bureau provides efficient collection of delinquent real estate taxes. The bureau receives approximately 4,000 liens each year which are the unpaid real estate taxes for the taxing authorities of Centre County (10 boroughs, 25 townships, 7 school districts and county taxes).</p> <p>The office is responsible for the collection of the delinquent real estate taxes, records of collection, distribution of the tax monies to the taxing bodies and the conduct of tax sale.</p> <p>When taxes go unpaid for two years, tax sale proceedings are instituted which include notification by certified mail, advertisement, posting and finally, sale if taxes are not paid.</p> <p>The bureau operates under the mandates of the "Real Estate Tax Sale Law, Act 542 of 1947" as amended, which mandated the creation of a Tax Claim Bureau in each county.</p>	<p>Highlights/Goals:</p> <ul style="list-style-type: none"> • Administer the Real Estate Tax Sale Law as prescribed. • Certification of delinquent taxes upon request and payment of appropriate fee. • Collection and distribution of delinquent real estate taxes to respective taxing districts (county, municipalities, school districts) in a timely manner. • Issue notices and collect roll back taxes for the violation of Act 156 (Clean and Green). • Verification for tax authority audits (annually). • Conduct tax sales.

TAX CLAIM

ACCT#	Account Title	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Budget
43110	FEES-SERVICE	\$304,714	\$303,970	\$374,324	\$250,000	\$300,000
43301	COMMISSIONS	\$245,282	\$269,352	\$261,635	\$220,000	\$250,000
44101	INTEREST INCOME	\$44,471	\$52,211	\$53,815	\$45,000	\$50,000
Total		\$594,467	\$625,533	\$689,773	\$515,000	\$600,000
65110	SALARIES AND WAGES-REG	\$108,046	\$110,180	\$110,906	\$112,333	\$114,655
65211	BENEFITS-FICA	\$8,039	\$8,227	\$8,320	\$8,408	\$8,771
65212	BENEFITS-RETIRMNT CONTRIB	\$11,784	\$12,041	\$10,418	\$8,323	\$10,720
65213	BENEFITS-GROUP INSURANCE	\$12,665	\$12,155	\$13,247	\$14,624	\$15,352
65214	BENEFITS-U/C INSURANCE	\$254	\$266	\$303	\$235	\$357
65215	BENEFITS-W/C INSURANCE	\$371	\$285	\$127	\$94	\$105
65320	CONTRACTED TECHNICAL SVCS	\$0	\$0	\$0	\$150	\$0
65330	CONTRACTED PROFESSIONAL	\$0	\$280	\$24,080	\$25,000	\$22,500
65410	PROFESSIONAL DUES	\$100	\$100	\$100	\$100	\$100
65420	PUBLICATIONS	\$163	\$183	\$205	\$210	\$225
66210	ADVERTISING	\$10,209	\$8,947	\$11,347	\$11,500	\$12,000
66220	TELEPHONE	\$397	\$351	\$358	\$400	\$400
66230	POSTAGE	\$14,182	\$25,975	\$21,523	\$26,000	\$30,000
66250	PHOTOCOPY	\$188	\$229	\$138	\$100	\$200
66310	SUPPLIES-GENERAL OFFICE	\$875	\$1,382	\$892	\$1,200	\$1,200
66311	SUPPLIES-OPERATING	\$11,898	\$7,988	\$8,211	\$11,000	\$10,000
66410	STAFF TRAVEL	\$1,726	\$1,664	\$556	\$750	\$0
66411	STAFF MILEAGE REIMBURSMNT	\$0	\$0	\$0	\$0	\$200
66413	STAFF LODGING REIMBURSMNT	\$0	\$0	\$0	\$0	\$350
66630	INSURANCE & BOND PREMIUM	\$588	\$457	\$357	\$626	\$645
66640	MISC OPERATING EXPENSE	\$0	\$277	\$3,644	\$262	\$225
88604	INT CHARGE DP USAGE	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800
88652	INT CHARGE VEHICLE USE	\$0	\$0	\$170	\$0	\$0
88681	INT CHARGE IT INFRASTRCTR	\$2,100	\$2,100	\$2,100	\$1,680	\$1,680
Total		\$188,387	\$197,886	\$221,801	\$227,795	\$234,486
Net Use General Fund		(\$406,080)	(\$427,647)	(\$467,972)	(\$287,205)	(\$365,514)

Dept Number 123	<u>Department Name</u> Tax Claim		2016 Budget
<u>Acct.No</u>	<u>Account Name</u>	<u>Description</u>	
43110	Fees-Service	Tax Bureau costs that are collected, sale cost fees, etc	300,000
		TOTAL	300,000
43301	Commissions	5% commission retained on collections as mandated per Real Estate Tax Law	250,000
		TOTAL	250,000
44101	Interest Income	Interest on Delinquent Tax Account	50,000
		TOTAL	50,000
65330	Contract Prof	Title searches for Tax Sales as required	22,500
		TOTAL	22,500
65410	Prof Dues	Association Dues	100
		TOTAL	100
65420	Publications	West Publishing	225
		TOTAL	225
66210	Advertising	Legal ads: upset, judicial, private sales	12,000
		TOTAL	12,000
66220	Phone	Phone Service	400
		TOTAL	400
66230	Postage	Office operational, certified mailings	30,000
		TOTAL	30,000
66250	Copies	Copies	200
		TOTAL	200
66310	Supplies	General office	1,200
		TOTAL	1,200

Dept Number 123	<u>Department Name</u> Tax Claim			2016 Budget
<u>Acct.No</u>	<u>Account Name</u>	<u>Description</u>		
66311	Operating supplies	Required forms - delinquency & sale notices		10,000
			TOTAL	10,000
66411	Staff Mileage Reimbursement	Mileage Reimbursement for conference		200
			TOTAL	200
66413	Staff Lodging Reim.	Hotel for conference		350
			TOTAL	350
66630	Ins/Bond Prem	Insurance Costs		645
			TOTAL	645
66640	Miscellaneous	Recording fees		225
			TOTAL	225

RUN DATE: 11-20-15
RUN TIME: 16:25:28
RUN USER: lskerns

CENTRE COUNTY GOVERNMENT
BUDGET REPORT
DEPARTMENT: 123 TAX CLAIM BUREAU

PAGE NUMBER: 1
RPT ID: CM_BUDGETRPT

LABEL	CONTRACT TYPE / REQUEST TYPE	PROVIDER / REQUESTOR	BOC / AUTO RENEW	BEGIN / END
123-1959-2421	SERVICE - NONPROVIDER OR TECHNICAL RENEWAL OF CONTRACT	PALMETTO POSTING INC JOYCE MCKINLEY	06/16/2015 YES	06/01/2015 05/31/2016
	FEDERAL: 0 STATE: 0	COUNTY: 15,000 MATCH:	0 TOTAL:	15,000
	NOTES: POSTING OF 2014 NOTICE OF RETURN AND CLAIM RETURNED BY POST OFFICE AND POSTING OF 2015 UPSET SALE NOTICES OF PUBLIC SALE SCHEDULED IN SEPTEMBER. CONTRACT AMOUNT AND DATES PER AGENDA FORM. PER ORIGINAL CONTRACT, INITIAL TERM ENDED 12/31/14 WITH AUTOMATIC RENEWALS FOR ADDITIONAL 1 YEAR TERMS.			
	1 - NUMBER OF OPEN CONTRACTS FOR TAX CLAIM BUREAU			

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