

MUSCOGEE COUNTY TAX COMMISSIONER

BUDGET PRESENTATION

David A. Britt II, MBA, MPA
Tax Commissioner

Investment vs ROI

- **Total Request: \$151,425**
 - Pay Adjustments
 - Manpower/Staff
- **Total Return on Investment (ROI): \$800K-1M**
 - Increase in Tax Sales (Real Property)
 - Reduce Blight
 - Assist Landbank Authority
 - Stronger focus on delinquent personal property tax collection

Pay Adjustment

- **Chief Deputy Tax Commissioner**

- Current Grade: G131-2
- Comparable CCG Grade: G131-14
- Total Cost: \$11,993

- **Comparable Positions:**

- Deputy Chief Appraiser
- Assistant Parks & Recreation Director
- Assistant Trade Center Director
- Assistant Transportation Manager
- Assistant Planning Director

- **Comparable Duties:**

- Supervises and oversees staff & daily operations of the Tax Commissioner's Office.
- Manages operations related to workflow efficiency.
- Creates policies and procedures in accordance with local, state, and federal laws.
- In absence of the Tax Commissioner, represents the Tax Commissioner and office in public meetings.

Pay Adjustment

- **Deputy Tax Commissioner- Property Tax**
 - Current Grade: G124-6
 - Comparable CCG Grade: G124-18
 - Total Cost: \$7,995
- **Comparable Positions:**
 - Assistant Manager-Beautification
 - Assistant Facilities Maintenance Manager
 - Assistant Division Manager-Solid Waste & Recycling
- **Comparable Duties:**
 - Supervises, hires, trains, and manages Property Tax personnel and daily operations.
 - Prepares and resolves complex tax reports and issues.
 - Manages Property Tax Division collection and homestead application cycles.

Pay Adjustment

- **Accounting Operations Administrator**
 - Current Grade: G127-6
 - Comparable CCG Grade: G127-35
 - Total Cost: \$25,113
- Comparable Positions:
 - Accounting Manager (Finance)
- Comparable Duties:
 - Drives performance and develops the Accounting Division personnel.
 - Provides strategic oversight for all financial, accounts payable, and accounts receivable functions.
 - Directs the accurate and timely completion of monthly and year-end close processes.
 - Oversees the distribution of key monthly reports.
 - Establishes, implements, and enforces accounting policies and procedures.

Pay Adjustment

- Financial Analyst

- One of our analysts has more duties and seniority but is paid less than the newer analyst.
- Newer analyst came from another CCG Department. This rule made their pay higher than senior analyst:

Sec 16B 7-5, Inter-departmental transfers, Article VII of Chapter 16B of the Columbus Code:

- *"(a) Employees transferring to another department to a higher pay grade, Employee advances six steps in current grade and is slotted at the nearest step in new pay grade; or placed at step 1 of new grade; whichever is highest. This applies to Public Safety and General Government positions."*

- Current Grade: G123-6
- Requested CCG Grade: G123-9
- Total Cost: \$1,575

How Salary Adjustments Affect ROI

- These Employees are Key Decision Makers.
 - Chief Deputy Tax Commissioner
 - Deputy Tax Commissioner – Property Tax
 - Accounting Operations Administrator
- Handle complex tax issues.
- Correct and prevent financial errors.
- Oversee collection and disbursement.
- Maintain training, checks and balances.
- Turnover hinders effective and efficient collection & disbursement processes.

Additional Positions

- Tax Specialist: \$56,726
 - Stronger focus on personal property tax collections.
 - Keeps personal property tax rolls updated.
 - Allows Delinquent tax collector to focus on real property.
- Tax Clerk I: \$48,023
 - More collections will lead to greater workload.
 - Increased calls, research, office traffic.
 - Benefit of adding Tax Clerk I:
 - Help manage increased workload.
 - Reduce citizen wait time.
 - Improve office efficiency.

Importance of Request

- Delays in collections.
 - Limited ability to increase collections.
 - Longer wait for disbursements.
 - Less efficiency for citizens.
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- # 1 Priority – Serve the citizen in front of us with courtesy, promptness, and efficiency.

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QUESTIONS?