



REPORT TO APC

ITEM NAME:	ABT MAILCOM
MEETING DATE:	5/16/2023
PRESENTING COMMITTEE:	APC
COMMITTEE CONTACT:	
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

ISSUE: Cost & time of mailing tax bills.

OBJECTIVES: Hire ABT MAILCOM to print & mail out tax bills in December.

ISSUE BACKGROUND/PREVIOUS ACTIONS:

PROPOSAL:

ADVANTAGES: Save money & time (last year 6 people (2 volunteers) took 4 days (\$2,880) to fold, stuff and mail out (postage \$1,800).

DISADVANTAGES:

ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.) ABT cost \$2,940 (3,000 tax bills)

RECOMMENDED ACTION: Approve using ABT MAILCOM for tax bills in December.

OTHER OPTIONS CONSIDERED:

TIMING REQUIREMENTS/CONSTRAINTS:

FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$

Remaining CFY

Account Number:

Description:

Budgeted Amount:

Spent to Date:

Percentage Used:

Remaining:

ATTACHMENTS (describe briefly): Quote