



# **Tax Administration Progress Report FY2023**

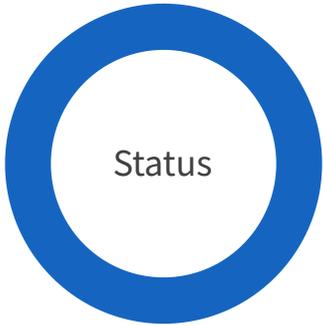
Current Reporting Date: Jul 31, 2023

Report Created On: Jul 27, 2023

4

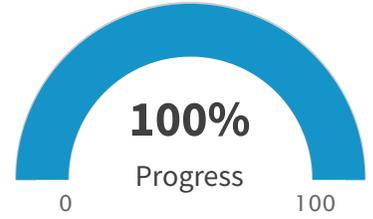
Goal

## Overall Summary



Completed

%  
100.0



Report Legend



Priority



No Update



Overdue

**Goal 2.1.10**

Jul 01, 2021 - Jun 30, 2023

Completed

Progress 100%

Ensure Optimal Efficiency in Tax Administration, Collections, and Revaluations

Owner: Jamon Gaddy

Update provided by Jamon Gaddy on Jul 03, 2023 17:56:12

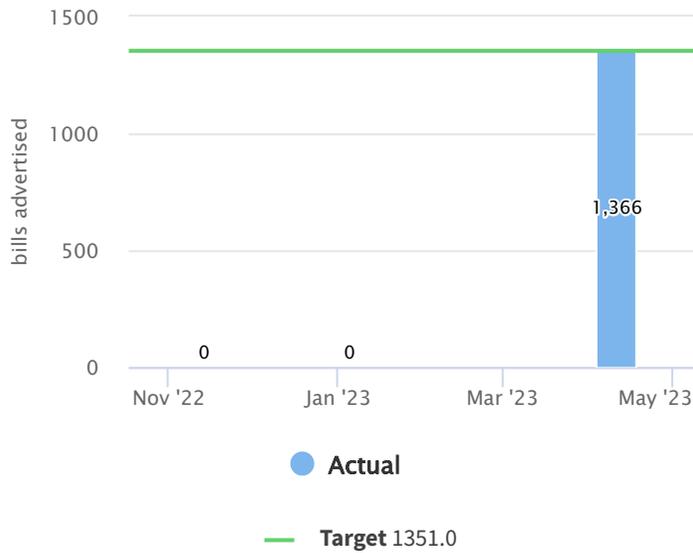
Update this period: Next steps: Disruptions (if necessary): Bills mailed prior to September 1st.

**Number of Delinquent Accounts in current fiscal year**

Number of Delinquent Accounts in Current Fiscal Year to be Advertised in March (Advertisement Required by N.C.G.S.)  
(Goal: 6% or less based on number of bill mailed)

Owner: Jamon Gaddy

Last Update: Apr 11, 2023 20:11:18



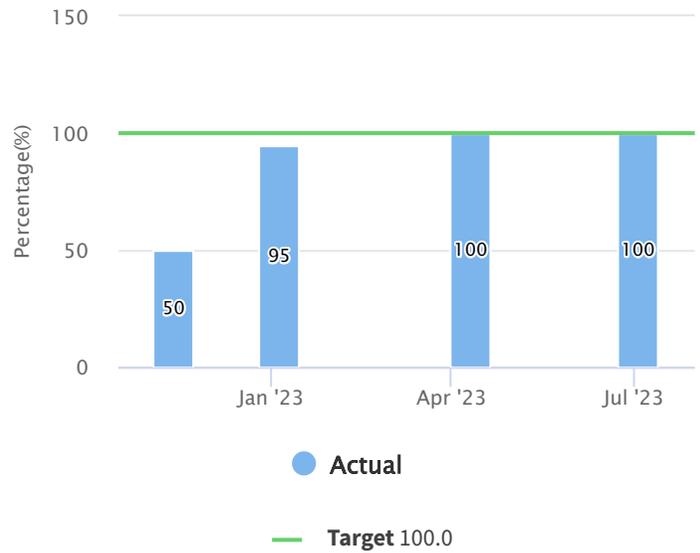
Comment  
Total of 1366 delinquent accounts advertised which is 4.5% of total billed.

**Ensure all new construction is listed prior to 2/15/2023**

Ensure all new construction is listed prior to February 15, 2023 (Goal: 100% listed)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:30:33



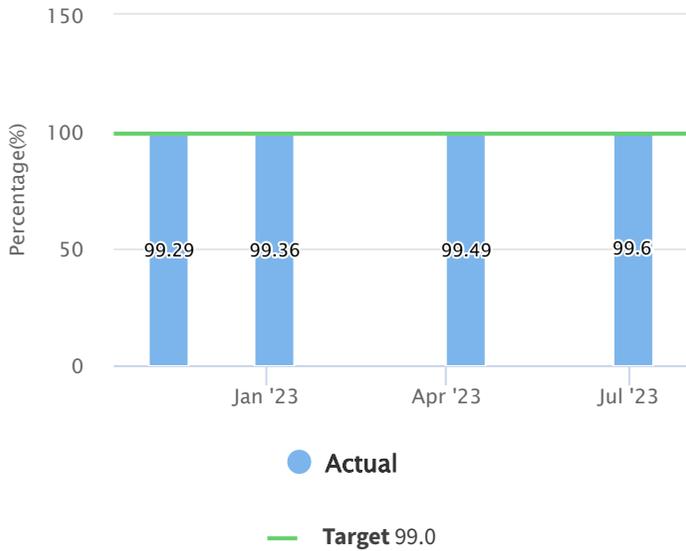
Comment  
All new construction completed prior to February 15th.

### Increase prior year tax collection percentage

Increase prior year tax collection percentage (Goal: 99%)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:19:42



Comment  
Target exceeded. Collections still being sought after.

### Maintain Annual Collection Percentage of Taxes

Maintain Annual Collection percentage of all Current Year Taxes (Goal: 98%)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:31:24



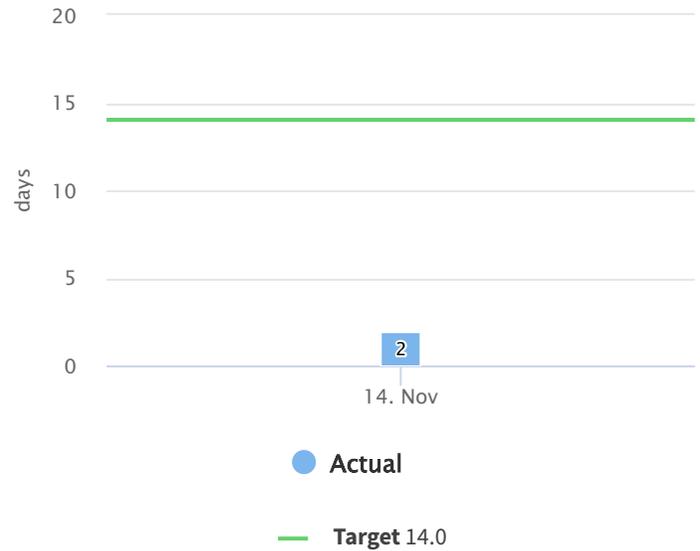
Comment  
Collections on track to meet or exceed yearly goal.

### Mail Tax Bills prior to September 1st Statutory Deadline

Mail Tax Bills Prior to September 1st Statutory Deadline (Goal: 14 or more calendar days early)

Owner: Jamon Gaddy

Last Update: Nov 14, 2022 15:25:10



Comment  
Issues with prior printing vendor forced a change in vendors causing later than desired mailing of bills.

**Goal 2.1.11**

Jul 01, 2021 - Jun 30, 2023

Completed

Progress 100%

Provide Uniformity among Local Government Regulations, Ordinances, and Codes - Tax

Owner: Jamon Gaddy

Update provided by Jamon Gaddy on Jul 03, 2023 17:58:28

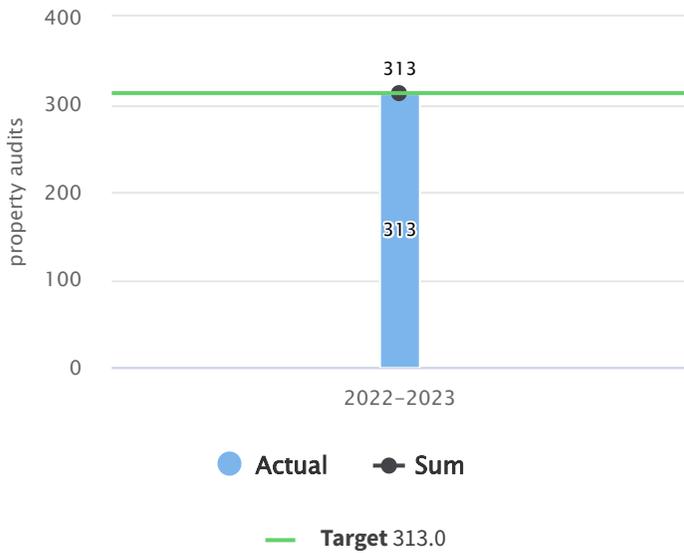
Update this period: Next steps: Disruptions (if necessary):

**Present Use Value Properties reviewed annually**

Audit Present Use Value deferments to ensure they are actively engaged in farming activities (Required by N.C.G.S to audit 1/8 per year) (Calendar Year)

Owner: Jamon Gaddy

Last Update: Apr 11, 2023 20:20:07



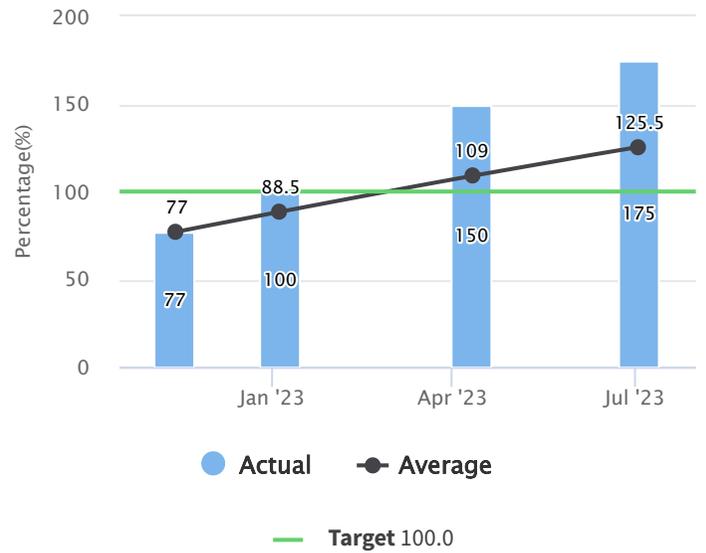
Comment  
Target reached.

**Review of all Real Property Sales**

Review of all Real Property Sales each calendar year, per NDCOR requirement to maintain sales file for revaluation (Goal: 100% complete)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:29:17



Comment  
Target achieved.

**Goal 2.1.18**

Ongoing - Ongoing

Completed

Ensure clear and efficient data in land records

Owner: Jamon Gaddy

Update provided by Jamon Gaddy on Jul 03, 2023 17:59:29

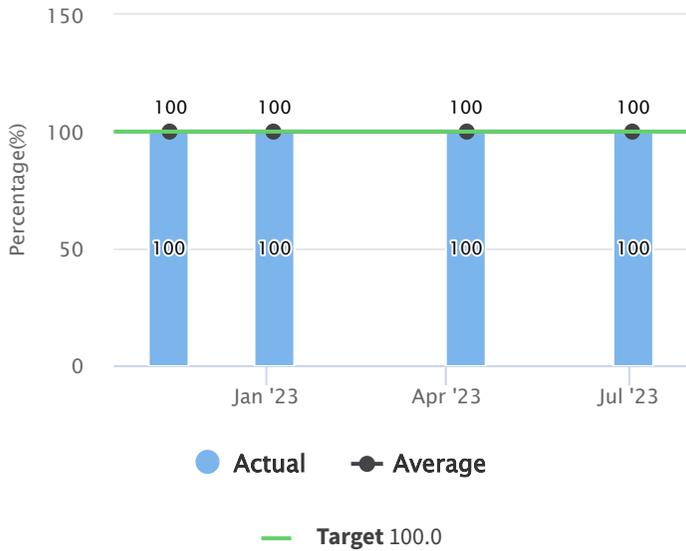
Update this period: Next steps: Disruptions (if necessary): Land records up to date.

### Map plats within 45 days or recording

Map plats within 45 days of being recorded (Goal: 100% compliant)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:23:27



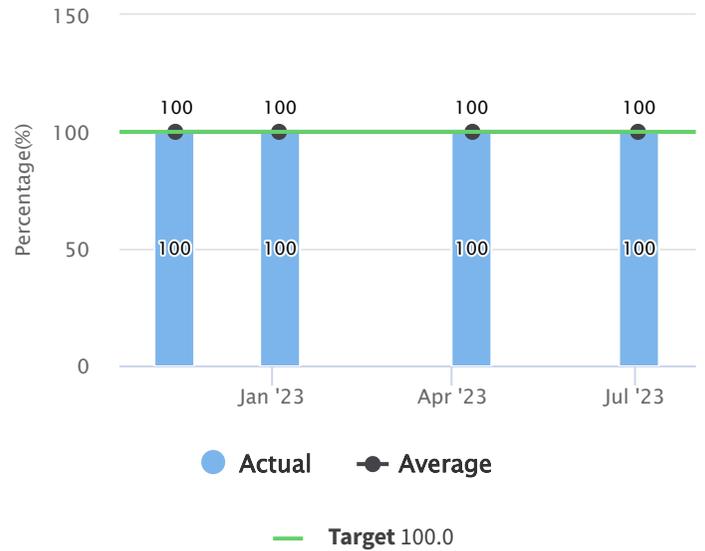
Comment  
On target.

### Process deed transactions

Process deed transactions within 45 day of being recorded (Goal: 100% compliant)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:33:15



Comment  
Implemented new BiTek ROD program for consistent reviewing policies and procedures.

**Goal 2.1.19** Ongoing - Ongoing Completed

Enhance Employee Wellness

Owner: Jamon Gaddy

Update provided by Cindy Chapman on Jul 27, 2023 21:35:57

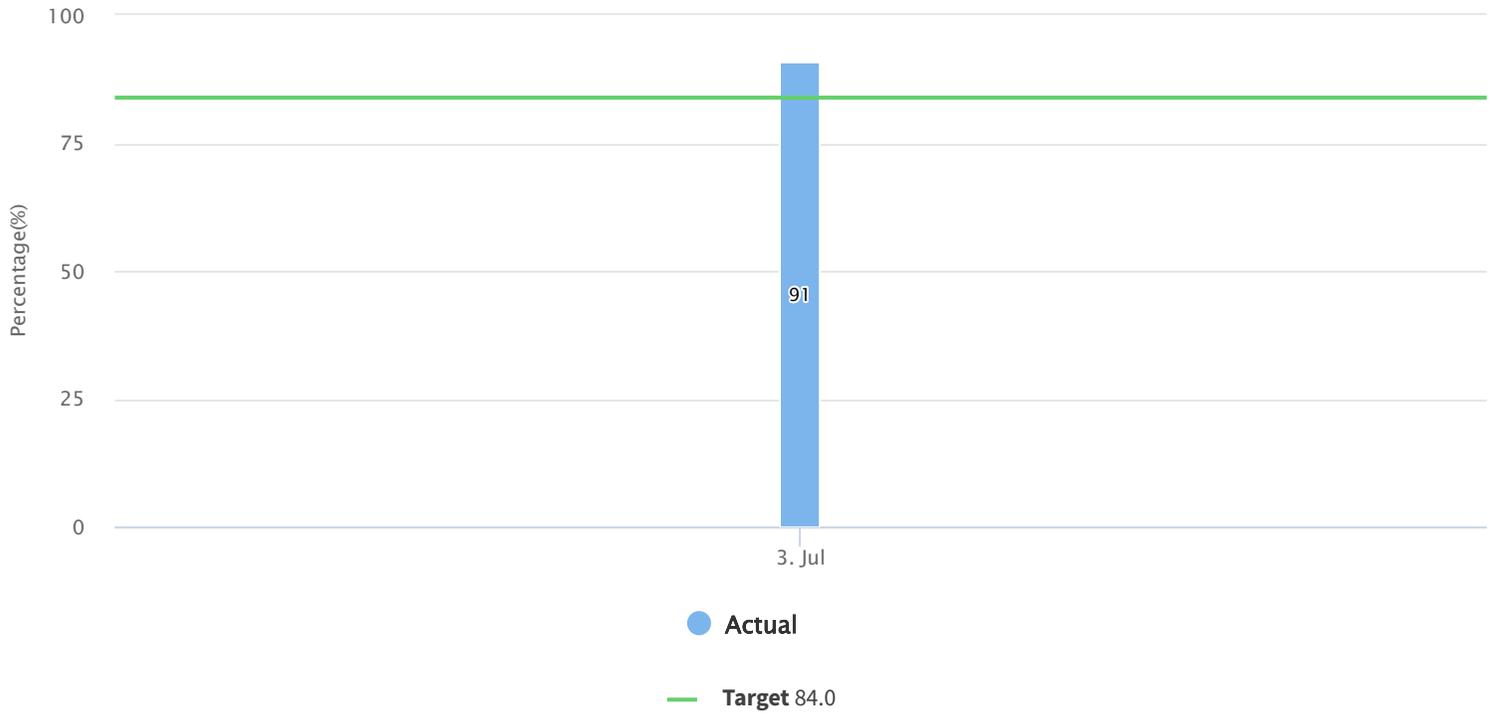
Update this period: Next steps: Disruptions (if necessary): Goal met at 91%.

## Employees compliant with Health Risk Assessment

Percent of employees, and spouses, covered by County insurance who are compliant with completing a Health Risk Assessment (on file in the Employee Wellness Clinic) by June 30, 2023. (Goal: 85% or greater)

Owner: Jamon Gaddy

Last Update: Jul 03, 2023 18:37:58



### Comment

This metric will be calculated at year end.