

## Town of Plainfield

Department or Office: Tax Collector Submitted by: Walter Davis

### DETAILED ESTIMATES FOR PLAINFIELD FY 2022 BUDGET

Please complete all four pages of this form so we can best evaluate and respond to your anticipated needs. *Requests that are not accompanied by an explanatory description will be returned for completion.*

**A. Operating Expenses (do not include wages, salaries, or stipends in operating expenses)**

	Description	FY 2021	FY 2022
1.	<u>Software (print)</u>	<u>6000.00</u>	_____
2.	<u>Office Expense (stamps)</u>	<u>1,100.00</u>	_____
3.	<u>Tax time Ad.</u>	<u>1085.00</u>	_____
4.	<u>Cart fees</u>	<u>300.00</u>	_____
5.	<u>Print fees of collector.</u>	<u>450.00</u>	_____
6.	<u>Inc.</u>	<u>450.00</u>	_____
7.	<u>Trashy Collector</u>	<u>525.00</u>	_____
8.	<u>MS (MSB, Stamp, etc, process)</u>	<u>600.00</u>	_____
9.	<u>Utility fees</u>	<u>540.00</u>	_____
	<b>TOTAL</b>	<u>11,100</u>	_____

Total FY 2020 Expenditure 8,212.03

Please explain significant increases or decreases and any new items. Attach additional pages if necessary.

**DETAILED ESTIMATES FOR FY 2022**

**B. Personnel Expenses:** (wages, salaries, stipends, honoraria, etc.)

Please note the following *important* points:

1. Please indicate whether a wage or salary is based on an hourly pay rate. If so, please include the hourly rate and the number of hours worked per week.
2. Please do not include a cost of living adjustment (COLA) in your salary request. A single COLA for all employees will be recommended by the Finance Committee.
3. If any proposed salary is different from that of the previous year, please include an explanation (for example, an increase in workload or a change in responsibilities).

	<b>Position</b>	<b>FY 2021</b>	<b>FY 2022</b>
1.	<u>Collector</u>	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
	<b>TOTAL</b>	<u>12,675</u>	_____
	Total FY 2020 Expenditure	<u>12,390</u>	