



BOARD OF SCHOOL TRUSTEES
KELLER INDEPENDENT SCHOOL DISTRICT

5l. Preview Date: June 13, 2005

SUBJECT: DELINQUENT TAX ATTORNEY AGREEMENT

BOARD GOAL: Budget and Finance

FISCAL NOTE: Penalty Revenue

ANTICIPATED DATE FOR ACTION: July 11, 2005

Background Information:

- The Delinquent Tax Attorney proposal is scheduled to open June 22, 2005.
- The intent of this proposal and resulting contract is to obtain proposals from and the services of a qualified professional law firm with extensive experience in the collection of delinquent taxes.
- The district shall employ a firm to enforce by suit or otherwise the collection of all delinquent taxes, penalties and interest owing to Keller Independent School District.
- At this time, the district contracts current tax collection with Tarrant County Tax Office. Delinquent tax information will be furnished by electronic transfer in accordance with current procedures employed by Tarrant County Tax Office.

Administrative Concerns:

- The awarded firm shall advise KISD of errors, double assessments or other discrepancies coming under observation during the progress of the work.
- The awarded firm shall intervene on behalf of KISD in all suits for ad valorem taxes filed by any other taxing unit on property located within its boundaries.
- The awarded firm shall supply delinquent tax collection progress reports to KISD on a quarterly basis.
- The awarded firm must have computer hardware and software compatible with Tarrant County Tax Office and allow a timely and accurate transfer of information on delinquent tax accounts.
- KISD agrees to pay the awarded firm the twenty percent (20%) collection fee actually collected and paid to the collector of taxes during the term of this contract on a monthly basis. Exemptions or exclusions from the 20% will be in accordance with the calculation and exclusions as determined by the Tarrant County Tax Office.

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Respectfully submitted,

Denise Sullivan, Director of Purchasing