

The City of Portsmouth

"Where the Ohio and Scioto Meet"

Department of Finance

Municipal Building, Room 3

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State of Ohio

M. Trent Williams
City Auditor

TO: DAVID W. KUHN, CITY SOLICITOR

FROM: M. TRENT WILLIAMS, AUDITOR

DATE: FEBRUARY 1, 2006

RE: 2005 REAL ESTATE TAX BILLS (INCLUDING 807 WASHINGTON)

COPY: MAYOR AND CITY COUNCIL



I am in receipt of your memorandum of earlier today, regarding "Tax Exemption for 807 Washington Street". I am also in receipt of all of the City's real estate tax bills. In anticipation of passage of the authorizing ordinance that will be before City Council at the February 13th, I have already prepared one check that covers all non-exempt parcels, including the three at 807 Washington Street. As we do every year, all bills for properties that have not yet been declared tax-exempt are entered into our accounts system and one check is generated for payment.

This check will be delivered to the Scioto County Treasurer's office on Tuesday, February 14th for payment of all City tax bills due. I will be happy to forward you a copy any payments receipts after receipt of payment is acknowledged by the Treasurer's office. Thank you for your assistance and cooperation.

Sincerely,

M. TRENT WILLIAMS, AUDITOR

Memo

To: Trent Williams, City Auditor
CC: City Council; James Kalb, Mayor
From: David W. Kuhn, City Solicitor
Date: February 1, 2006
Subject: Tax exemption for 807 Washington Street

On behalf of the City of Portsmouth, I prepared an application to obtain a real estate exemption for the captioned property, which the Mayor has signed. However, the Ohio Department of Taxation cannot consider the application until the real estate taxes are paid for the 2005.

The parcel numbers are # 29-0377, #29-0387, and # 29-0388, and these three real estate tax bills were mailed to the Mayor's office by the County Treasurer office. Please issue a check payable to Margaret Gordley, Treasurer of Scioto County Ohio for the total amount of the real estate taxes for the year 2005, and deliver the check to me, along with the 3 tax bills, so that I can pay the taxes, and send the paid receipts to the Ohio Department of Taxation.

This matter is the subject of an ordinance which needs to be passed at the February 13 meeting, because the real estate taxes are due on February 14.