

Kenton County Treasurer's Office 2023

Need

The need to reorganize the Kenton County Treasurer's Office is:

1. To address the need to balance the labor force in the Treasurer's Office with increased volume of returns. Return volume has increased by 37% and overall collections have increased 33% over the last 10 years without an increase in personnel.
2. To increase timely processing of applications and online returns.
3. To ensure that the increased audit needs are handled timely to assist cities in compliance reporting.

How

1. Reclassify Part-time Tax Clerk to Full-time Tax Clerk.
 - a. This Tax Clerk would maintain current responsibilities of scanning documents and assume the Business License Application responsibilities of the other Part-time Tax Clerk.
 - b. This will allow the Part-time Tax Clerk to devote all of their time to audits.

Costs

The total annual additional cost for this position and reclassification are supported in the budget and expected to be:

Salary - \$20,000

Social Security - \$1,530

Retirement - \$9,750

Potential Medical and Other Benefits - \$10,900

Total Potential Cost = \$42,180

Existing and/or Proposed Personnel

The current Part-time Tax Clerk has been with the County for 10 years and welcomes the opportunity to become Full-time. The other Part-time Tax Clerk recently resigned and we are currently seeking a qualified candidate to fill the responsibility to audit returns.