



**GARDINER CITY COUNCIL**  
**AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date</b>	06/14/2023	<b>Department</b>	Finance
<b>Agenda Item</b>	4.c) Consideration of FY24 Tax Due Dates, Setting the Interest Rate, & Authorizing the Tax Club Program		
<b>Est. Cost</b>	None		

**Background Information**

Council needs to approve the setting of tax due dates, the interest rate charged to delinquent accounts, and authorize the Tax Club Program.

The FY24 Tax Due Dates will be September 15, 2023 and March 15, 2024. The interest rate allowed by law to be collected is a maximum of 8% per annum and will accrue on outstanding balances as of September 16, 2023 and March 16, 2024.

<b>Requested Action</b>	'I move to approve the tax due dates of September 15, 2023 and March 15, 2024 with a 8% interest rate on delinquent accounts, and allow residents to participate in the Property Tax Club Payment Plan for FY24, and to also authorize the acceptance of prepayments for taxes not yet committed, with 0% interest accrued.'
<b>City Manager and/or Finance Review</b>	The City Manager recommends the above action.
<b>Council Vote/ Action Taken</b>	
<b>Departmental Follow-Up</b>	

<b>City Clerk Use Only</b>	1 <sup>st</sup> Reading _____	Advertised _____	<b>EFFECTIVE DATE</b> _____
	2 <sup>nd</sup> Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

## **City of Gardiner Tax Clubs 2023/2024**

All previous accounts must be paid in full before a tax club is issued, which consists of Real Estate and Personal Property Tax Bills.

No Tax Club will be issued after September 1, 2023.

Monthly payments shall be figured by dividing the total bill by nine (9) equal payments. Payments shall commence September 5, 2023 and be completed on May 5, 2024. Payments will be due on the fifth day of the month. Post marks will be accepted. Interest will not accrue as long as your account is paid monthly and on time.

If you fail to make your monthly payment you will be removed from the Tax Club and interest will be charged as though you were not a Tax Club member. Once a tax club member's benefit is removed, it cannot be reinstated until the next fiscal year.

Tax Clubs may include both Real Estate and Personal Property. It is the taxpayer's responsibility, prior to the September 5<sup>th</sup> deadline, to specify which bills they wish to include. Please do not assume this office is aware of each member's preference.

Tax Clubs are set up for individual accounts. It is the taxpayer's responsibility to set up individual clubs, prior to September 5<sup>th</sup>. Payment coupons will be issued to designate which accounts to apply payment too. Properties in escrow are excluded from Tax Clubs.

Please feel free to contact the Tax Collectors Office at 582-2223 or email [kcutler@gardinermaine.com](mailto:kcutler@gardinermaine.com) if you have any questions. Thank you.

**City of Gardiner Maine  
Property Tax Club  
Payment Plan Agreement**

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Name of Property Owner(s) \_\_\_\_\_

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Gardiner Property address \_\_\_\_\_

Map \_\_\_\_\_

Lot \_\_\_\_\_

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Mailing Address (if different) \_\_\_\_\_

Phone # \_\_\_\_\_

This agreement is being made between the property owner(s) and the City of Gardiner on this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_

As the property owner(s) of this property and by signing this agreement, I do agree to enter into this property tax club monthly payment plan.

I understand that the tax club payment plan will start on September 5, 2023 and will end on May 5, 2024. My monthly payment will depend on the City's committed taxes due on this property divided by 9 months.

I agree to make my monthly payments to the City, if my monthly payment is not received by the 5th of each month, I will be removed from the tax club and interest of 8% annum will be charged back to the first installment in September based on my balance.

If this balance is not paid in full, I will receive a thirty day lien notice from the Tax Collector. In thirty days if this balance with interest, demand fee and certified mailing charges are not paid in full, a lien will be recorded against this property in the Kennebec Registry of Deeds.

Dated: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Accepted by: \_\_\_\_\_

Tax Collector, City of Gardiner Maine

**ORDER 2024-03**

**An Order Authorizing FY24 Tax Collection Dates,  
Interest Rates and Tax Club Program**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDINER, MAINE:

That **September 15, 2023** is the due date for collection of the first half of fiscal year 2024 property taxes with no penalty due, and **March 15, 2024** is the due date for collection of the second half of fiscal year 2024 property taxes with no penalty due.

That the interest will be set at 8% per annum and will accrue on outstanding balances as of September 16, 2023 and March 16, 2024.

That this order also authorizes the acceptance of payments using the Property Tax Club, and the acceptance of prepayments for taxes not yet committed, with 0% interest accrued.

Attest,

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Andrew Carlton, City Manager