P.O. Box 113 Canton, MS 39046-0113

Canton Fax: 601-859-0322 Ridgeland Fax: 601-898-0731

Kay Pace Tax Collector

Madison County

Canton: 601-859-5226 Flora: 601-879-9537 Ridgeland: 601-856-4472

Toll Free: 800-428-0584

August 10, 2016

Mr. Trey Baxter, President Madison County Board of Supervisors P. O. Box 404 Canton, MS 39046

Dear Mr. Baxter and Board Members,

I am requesting a budget amendment to our personal services. The request is attached to this letter. My Staff works long, hard hours face to face with the people of Madison County, most of my office for many years. All of them work diligently to help each tax payer. Each Staff member is conscientious, courteous, professional and loyal to their position as Deputy Collectors.

Please give this amendment your most earnest consideration. My Office needs additional personal and I have included additional funds for that purpose.

Madison County possesses the most outstanding, knowledgeable and professional Tax Collector Offices in existence. Please help me maintain this standard by honoring my request.

Very truly yours,

Kay Pace, Tax Collector

Madison County

P.O. Box 113 Canton, MS 39046-0113

Canton Fax: 601-859-0322 Ridgeland Fax: 601-898-0731

Kay Pace

Tax Collector Madison County Canton: 601-859-5226 Flora: 601-879-9537

Ridgeland: 601-856-4472 Toll Free: 800-428-0584

August 10, 2016

List of employees

Sally Baldwin	\$83.33 per mo.	\$1,000.00 per yr.
Lori Butler	\$83.33 per mo.	\$1,000.00 per yr.
Leslie Burchfield	\$250.00 per mo.	\$3,000.00 per yr.
Gene Cobb	\$250.00 per mo.	\$3,000.00 per yr.
Lisa DuVall	\$250.00 per mo.	\$3,000.00 per yr.
LaJuana Johnson	\$250.00 per mo.	\$3,000.00 per yr.
Rosemarie Jones	\$250.00 per mo.	\$3,000.00 per yr.
Brenda McKenzie	\$250.00 per mo.	\$3,000.00 per yr.
Debra Nason	\$250.00 per mo.	\$3,000.00 per yr.
Katherine Squires	\$250.00 per mo.	\$3,000.00 per yr.
Laura Sullivan	\$250.00 per mo.	\$3,000.00 per yr.
Brenda Winn	\$250.00 per mo.	\$3,000.00 per yr.
Shelia Woodard	\$250.00 per mo.	\$3,000.00 per yr.
Myrtle Rayburn	\$333.33 per mo.	\$4,000.00 per yr.
*		
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Total Monthly \$3,249.99 Total Yearly \$39,000.00

New Employee \$30,000.00

Total with new employee added \$69,000.00 yearly

Hace

Department	Tax Coll	ector	Employee Name	Delly Balowip
Job title	Madison of	efice MgR	Employee SS #	
Effective Date				
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Full-time	Part-time	Temporary	Hourly	Salaried
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Department	Tax Co	Nector	Employee Name	Leste B Burchtield
Job title	Deputy Co	Mector	Employee SS #	
Effective Date	- /			
Hire		-		
Full-time	Part-time	Temporary	Hourly	Salaried
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Rate of Pay	\$			
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Promotion				
From Position:			To Position:	Deputy Collector
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Termination				
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Department	ax Coll	lector	Employee Name	LORI Butter
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Department	Tax C	olbecton	Employee Name	GENEP COBB
Job title	Deputy (ollector	Employee SS #	
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Department	Tax Co	Hector	Employee Name	Lisa Dullall
Job title	Deputy (ollector	Employee SS #	
Effective Date				
Hire			-	
Full-time	Part-time	Temporary	Hourly	Salaried
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Department	Tax Col	lector	Employee Name	LaJuana Johnson
Job title	Don'ty Co	llector	Employee SS #	
Effective Date	, ,			
Hire				
Full-time	Part-time	Temporary	Hourly	Salaried
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Department	10x Collector	Employee Name	Kosemarie Jones
Job title	Don't Collector	Employee SS #	
Effective Date	7/	_	
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Hire			
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Department	TaxColl	ector	Employee Name	Brenda Mikeuzie
Job title	Deputy Co	llector	Employee SS #	
Effective Date	0 /			
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	Part-time	Temporary	Hourly	Salaried
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Termination				
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Department	Tax	allector	Employee Name	DeBRA NESON
Job title	DePut4	Collector	Employee SS #	
Effective Date	/ /			
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Full-time	Part-time	Temporary	Hourly	Salaried
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Termination				
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Department	Tax Co	Mector	Employee Name	Marthe Carpus
Job title	Chief De	Duty Collector	Employee SS #	, , , , , , , , , , , , , , , , , , , ,
Effective Date				
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Full-time	Part-time	Temporary	Hourly	Salaried
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Rate of Pay	\$		Rate of Pay	\$ 56,000.08
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Department	axoller	YOR E	mployee Name	Katherine Squires
Job title	Dauty Colle	ector E	mployee SS #	
Effective Date				
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Hire				
Full-time	Part-time Te	mporary	Hourly	Salaried
Position:			new position	
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Promotion				
From Position:			To Position:	Deputy Collector
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Department	Tax Collecto	Employee Name	Laura Sullivar
Job title	Deputy Collector	Employee SS #	
Effective Date			
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Hire			
Full-time	Part-time Temporary	Hourly	Salaried
Position:		new position	
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Department	ax Coll	ector	Employee Name	BRENDA	Wind
Job title	Daputy Co	MeetoR	Employee SS #		
Effective Date					
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Full-time	Part-time	Temporary	Hourly	Salaried	2
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Promotion					1 11
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Rate of Pay	\$	•	Rate of Pay	\$ 37	200.08
Termination					
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Department	1 ax 6	bector	Employee Name	Shelia Woodaks
Job title	Deputy Co	Hector	Employee SS #	
Effective Date	7			
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Rate of Pay	\$	_	Rate of Pay	Deputy Collector
Termination				
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Department	Jax Co	Hector	Employee Name	New Employere
Job title	Deput	Collector	Employee SS #	
Effective Date	5-	1-14		
Hire				
Full-time	Part-time	Temporary	Hourly	Salaried
Position:			new position	
			or replacement	it so, whom?
Rate of Pay		\$		
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Promotion				
From Position:			To Position:	Deputy Collection
Rate of Pay	\$		Rate of Pay	\$ 30,000.00
Termination	Death Dismissed Resigned Retired	Documentatio	on Attached	
Approval of Ele	cted Official or De	partment Head		
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