

TOWN OF MIDDLETON 2006 TAX BILL NEWSLETTER

Please pay your 2006 real estate taxes by mailing them in the pre-addressed envelope provided.

This is required to have the **automated, bar-coded, tax collection system** work efficiently for the Town and its Residents. The following tips will help you get your real estate tax payment properly posted as soon as you mail it:

- **Mail** real estate tax payments in the envelope provided, to PO Box 1299, Madison, WI 53701-1299. We do not process tax payments here; our vendor at the above address processes our tax bills.
- Mail **only real estate tax payments to this address**: Do not include any other payments in the check or envelope except the real estate tax amount.
- Your payment is **due on January 31, 2007** for 1st installments or full payments to avoid paying interest and penalty charges.
- **Make checks out to "Town of Middleton"**.
- Enclose your tax bill: the **bar-coded** portion.
- Receipts: Enclose your **ENTIRE** tax bill **AND** a stamped, self-addressed envelope if you wish to have a receipt returned to you.
- Please **do not bring your tax bills to the Town Hall**. If you do, staff will mail your payment to the PO Box, which will delay posting your tax payment.
- This tax collection system only works if **You Mail Your Real Estate Tax Payments**. This system has been in effect for the past 2 years.

Escrow Checks: Endorse your escrow check and mail it with your tax bill in the envelope provided. If your escrow check is **less than the tax bill**, enclose a personal check to make up the difference. If your escrow check is for **more than the tax amount**, call your escrow agent to have them re-cut the check for the exact amount. If you choose to send in the escrow check reflecting an overpayment, you will receive a refund, but the amount will be \$15.00 less due to the Administrative Fee. Note that **overpayments are not refunded until March of 2007**.

On-line Pay Option: Go to www.countyofdane.com/treasurer to pay real estate taxes online. There is a charge of \$2.75 for "E-Check" payments (checking account debit transaction) and a 2.75% charge for payments made by credit card online. Go to the Dane County website listed for more information. The Town does not handle on-line pay transactions; Dane County does.

Receipts: View and confirm tax payments and tax escrow payments online at <http://accessdane.co.dane.wi.us>. **Please use this easy-to-access resource to print tax receipts.** Click public access, parcel information and "show tax information detail".

Postmarked Payments: Real Estate Tax Payments are not due until January 31, 2007. As a result, tax payments post marked prior to 12-31-06 do not relate to the **tax processing system**. **If you feel it is important to have your payment receipted in 2006, mail your payment as early as possible to have your tax payment processed before 12-29-06, the last tax processing day in 2006.**

Lottery Credit: If you occupied your primary residence **on January 1, 2006**, your tax bill should include a Lottery Credit. **If you qualify** for the credit but it is not on your tax bill, contact us immediately at the Town Hall at 833-5887 before you send in your tax payment. Contact us right away... it's easier!

Town News – Keeping You Informed

Dane County Police Protection Update

The Town of Middleton now contracts for 2 full-time Dane County Sheriff Officers to patrol the Town. Officer Dave Cattenach works days and Officer Dawn Barger works nights. The West Precinct Office telephone number is 267-4936.

Green Valley Disposal

The 2007 trash and recycle pick-up calendar is enclosed with this mailing. **PLEASE KEEP THIS FOR REFERENCE.** It also provides dates for bulk pick-up, Holiday tree pick-up, and altered pick-up dates due to Holidays. If you have problems or questions with the trash and recycle service, call Green Valley Customer Service at 251-7878.

Need to Contact the Town Hall?

The Town Website is the **Best Place** to secure current information: www.town.middleton.wi.us Use this website to answer **most of your questions**, download forms, and get current Town news and meeting information. Please try to use this resource first before calling the office. The website will soon include current development information and a calendar of events.

Please **Subscribe** to our email service for residents. You will be sent Town business information, such as agendas, minutes, road maintenance updates, special meetings and events and more! From the homepage, **click Subscribe and enter your email address.** This is a secure list used only for Town Business Purposes.

New email address. Another easy way to contact us is to send us an email at our new email address: info@town.middleton.wi.us, You may also call at 833-5887 and leave a message, fax at 833-8996 or mail to Town of Middleton, 7555 W. Old Sauk Road, Verona, WI 53593.

Town Office Hours and Town Staff Introductions

Office hours are 8:30am to 4:00pm Monday-Thursday and 8:30am to noon on Friday. Please help us serve you more efficiently by contacting us during these hours only. Appointments with specific staff are very helpful to serve you best and ensure that the staff member you need is available.

Town Staff includes: David Shaw, Administrator/Clerk/Treasurer; Sara Ludtke, Deputy Clerk; Sharon Royston, Administrative Assistant; Jerry Wagner, Tim Reimann, Randy Starr, Road Crew; and Toni Kirkendoll, Financial Assistant.

Spring Election

The Spring Election will be held on April 3, 2007. The positions to be filled by this election are; Town Chair (Milo Breunig, incumbent); Seat 1 (Gary Whitney, incumbent); and Seat 2 (Robert Irvine, incumbent). Nomination papers are available starting December 1, 2006 and are due by 5:00 p.m. on January 2, 2007. Call or come to the Town Office for a Candidate Registration Packet if you are interested in running for the Town Board.

Town of Middleton Application for Dog License

A January 2007 mailing to residents will include the Dog License Application Form and instructions. You are encouraged to download the dog license application form from our website and mail in the application, fee and stamped self-addressed envelope to the Town Hall for the tag return. All dogs over 5 months old must be licensed. Licenses are issued for the calendar year January through December.

Thank you,

Town Chair
Milo Breunig

Supervisor 1
Gary Whitney

Supervisor 2
Robert Irvine

Supervisor 3
Frank Acker

Supervisor 4
Richard Oberle