



## Finance Department

David P. Schmiedicke, Director  
City-County Building, Room 406  
210 Martin Luther King, Jr. Blvd.  
Madison, WI 53703  
Phone: (608) 266-4671 | Fax: (608) 267-8705  
[finance@cityofmadison.com](mailto:finance@cityofmadison.com)  
[cityofmadison.com/finance](http://cityofmadison.com/finance)

**Accounting Services Manager**  
Patricia A. McDermott, CPA

**Budget & Program Evaluation Manager**  
Laura Larsen

**Risk Manager**  
Eric Veum

**Treasury & Revenue Manager**  
Craig Franklin, CPA

### NEW ESCROW FILE AND COLLECTION PROCESS For the City of Madison, Wisconsin Tax Collections

In the continuous efforts to improve the service provided to taxpayers in the City of Madison Wisconsin, GovTech Services Inc. from West Des Moines Iowa has found a way to make your escrow tax payment services more convenient while meeting the goals of increased efficiency for both you and the tax collector's office. The product is called **Portfolio**. The City of Madison has contracted and **strongly encourages** the use of the **Portfolio** process as it not only provides you a faster and more efficient way of paying and monitoring real estate taxes, but also eliminates the duplicate payment issue that sometimes results in escrow payments. It will provide an electronic file to the Treasurer's Office for the parcels you have selected to pay, and allows you to never have to wait for another refund check from their office again. By participating in this process your facility can also enjoy the following benefits:

- » Tax data for multiple counties/municipalities participating from ONE website and can be extracted in a consistent format.
- » Instant Viewing of your escrow records can be obtained at any time at your convenience,
- » With nightly updates from the City of Madison, **the listing of parcels out there** will be updated on a daily basis so you can see in bulk what is actually still due within a 24-hour time frame.
- » Deposits are made to a designated account set up directly to the collector, not a third party depository.
- » Funds for duplicate payments and overpayments will remain in your facility, you will no longer have to wait for a refund check to be sent from the collector.
- » Notification to all participating parties is automatically sent by email of attempted duplicate payments from other companies, so the research can start immediately.
- » Parcels processed through **Portfolio** can be inquired on through the GTS website and support or questions will be answered through GTS and not the busy tax collector's office.
- » Advanced requests and communications for tax information is **eliminated**.

This new process will reduce labor and costs for the City of Madison and be more cost effective for you as well as improve the service for processing your client's tax payments.

To sign up please use the following link: [www.Govtechtaxpro.com](http://www.Govtechtaxpro.com). Under the **Portfolio** tab, complete the registration form. Your participation will begin helping us improve the tax payment process for everyone.

Thank you.

Craig Franklin, CPA  
Treasury and Revenue Manager



## GTS Payment Schedule

Banks and Mortgage Companies with 2500 parcel or less are recommended to set up through the

**Portfolio Service:** ([www.govtechtaxpro.com](http://www.govtechtaxpro.com))

.75 Payment Processing Fee Per Parcel

Banks and Mortgage Companies with 2501 parcels or more will be recommended to set up through the

**Escrow Service:** ([www.govtechtaxpro.com](http://www.govtechtaxpro.com))

\$250.00 - \$400.00 Fee for Installment Set Up Services

(This is a one-time fee per installment and the companies have unlimited access to download a file)

.25 Payment Processing Fee Per Parcels

For Portfolio Service set up assistance, Escrow Subscription sign up or any processing questions,

please email us at [support@govtechservices.com](mailto:support@govtechservices.com) or

call the GTS support number toll free;

888-304-5989 Mon through Friday 7:00AM – 7:00 PM CST.