

# Treasurer – Tax Collector – Public Adm.

**HARRY E. HAGEN, CPA**  
 TREASURER TAX COLLECTOR  
 COUNTY OF SANTA BARBARA  
 Federal Tax ID #95-0002833

P.O. BOX 579  
 SANTA BARBARA, CA 93102-0579  
 (805) 568-2920 SANTA BARBARA  
 (805) 344-8130 SANTA MARIA

**SECURED 2014-2015**  
**PROPERTY TAX STATEMENT**  
 FOR FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2015  
 CORTAC SUBSCRIBER BILL NUMBER

ASSESSOR ON JANUARY 1, 2014

PARCEL NUMBER: 013-345-067      PUBLIC, JOHN Q      ASSESSED VALUE: 20141001234

ADDRESS OF PROPERTY: 12345 MAIN ST, SANTA BARBARA CA 93111

CSC10088 5-DIGIT 93111  
 7909022777 00.0047 0218 20975/1 012-345-067

PUBLIC, JOHN Q  
 PUBLIC, JANE  
 12345 MAIN ST  
 SANTA BARBARA CA 93111

LAND/MINERAL RIGHTS	361,530
IMPROVEMENTS	379,605
PERSONAL PROPERTY	0
GROSS TOTAL	741,135
HOMEOWNER'S EXEMPTION	7,800
OTHER EXEMPTION	0
NET TOTAL	734,335

TAX AMOUNTS	
BASIC PROPERTY TAX	7,646.68
SPECIAL DISTRICTS	0.00
FIXED CHARGES	581.54
TOTAL TAX	8,228.22

TAX RATE AREA	TAX RATE PERCENT	DELINQUENT PRIOR YEAR TAXES	FIRST INSTALLMENT	SECOND INSTALLMENT	TOTAL DUE
066004	1.04159	NONE	4,114.11	4,114.11	8,228.22

DELINQUENT PRIOR YEAR TAXES: NONE  
 DUE NOV. 1, 2014 DELINQUENT AFTER DEC. 05, 2014  
 DUE FEB. 1, 2015 DELINQUENT AFTER APRIL 10, 2015

## TREASURER-TAX COLLECTOR



PUBLIC ADMINISTRATION



VETERANS SERVICES

## BUDGET & FULL-TIME EQUIVALENTS SUMMARY & BUDGET PROGRAMS CHART

Operating \$ 7,245,435  
 Capital \$ 457,191  
 FTEs 43.5

Harry E. Hagen, CPA, CPFO, ACPFIM, CFIP  
 Treasurer-Tax Collector-Public Administrator

Administration & Support

Treasury

Tax & Collections

Public Assistance

# Treasurer – Tax Collector – Public Adm.

## Department

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### **MISSION STATEMENT**

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Our mission is to bill and collect all property taxation, process all payments, provide banking services, invest revenue received by the County, Special Districts and Schools, administer the County's debt program, deferred compensation plan, decedents' estates, public conservatorships, and veterans services.

### **DEPARTMENT DESCRIPTION**

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The budget programs of the Treasurer-Tax Collector-Public Administrator Department (TTCPA) are Administration & Support, Treasury, Tax & Collections, and Public Assistance. The TTCPA has staff that provides services in Santa Barbara, Santa Maria, and Lompoc.

The focus of the TTCPA is the continuation and enhancement of the following services: tax collection, banking services, investing public funds with the primary objective of preservation of principal, administering the County's debt program, administering the County's deferred compensation plan, administering decedent estates and conservatorships, and assisting County veterans in obtaining State and Federal benefits. Within each of the basic services provided, the TTCPA delivers programs that specifically address the County's Strategic Plan through actions required by law or by routine business necessity.

### **HIGHLIGHTS OF 2015-17 OBJECTIVES**

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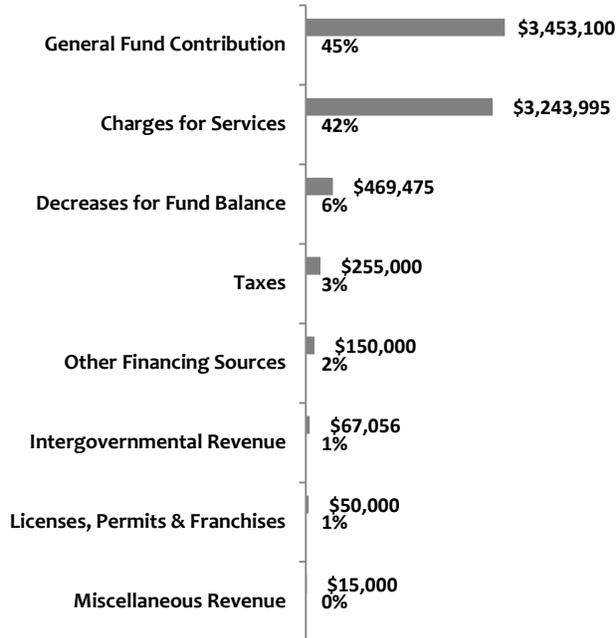
- Working closely with the Auditor-Controller's office the TTCPA will complete the roll-out of the new property tax system during its first year of go-live. It will take a significantly longer period for full system implementation to maximize the efficiencies and outcomes of the new system.

# Treasurer – Tax Collector – Public Adm.

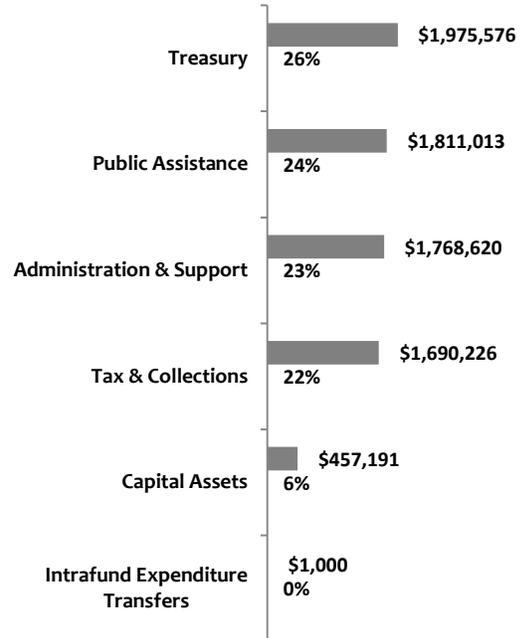
## Department

### RECOMMENDED SOURCES & USES OF FUNDS

#### Source of Funds - \$7,703,626

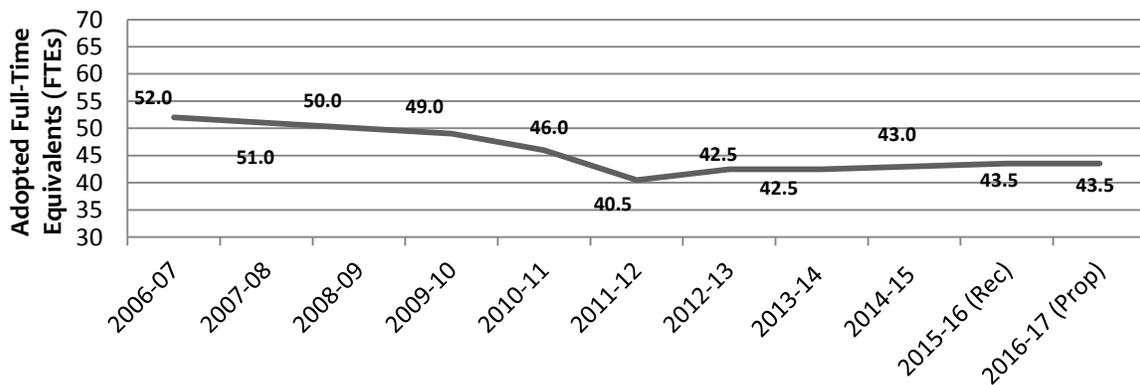


#### Use of Funds - \$7,703,626



### STAFFING TREND

The staffing trend values will differ from prior year budget books in order to show amounts without the impact of any vacancy factors.



# Treasurer – Tax Collector – Public Adm.

## Department

### BUDGET OVERVIEW

Staffing Detail By Budget Program	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
Administration & Support	5.04	6.41	0.90	7.30	7.30
Treasury	7.97	8.36	1.65	10.01	10.01
Tax & Collections	11.54	12.90	(2.69)	10.21	10.21
Public Assistance	14.36	15.33	0.64	15.97	15.97
Total	38.91	43.00	0.50	43.50	43.50
<b>Budget By Budget Program</b>					
Administration & Support	\$ 1,134,253	\$ 1,460,565	\$ 308,055	\$ 1,768,620	\$ 1,820,101
Treasury	1,653,869	1,690,669	284,907	1,975,576	2,001,294
Tax & Collections	2,003,266	2,264,841	(574,615)	1,690,226	1,697,216
Public Assistance	1,497,158	1,716,132	94,881	1,811,013	1,822,057
Unallocated	2,201	-	-	-	-
Total	\$ 6,290,746	\$ 7,132,207	\$ 113,228	\$ 7,245,435	\$ 7,340,668
<b>Budget By Categories of Expenditures</b>					
Salaries and Employee Benefits	\$ 4,732,939	\$ 5,343,746	\$ 194,578	\$ 5,538,324	\$ 5,622,733
Services and Supplies	1,326,481	1,516,245	(63,534)	1,452,711	1,437,306
Other Charges	231,326	272,216	(17,816)	254,400	280,629
Total Operating Expenditures	6,290,746	7,132,207	113,228	7,245,435	7,340,668
Capital Assets	124,343	1,304,675	(847,484)	457,191	-
Intrafund Expenditure Transfers (+)	910	1,000	-	1,000	1,000
Increases to Fund Balances	55,293	-	-	-	-
Fund Balance Impact (+)	58	-	-	-	-
Total	\$ 6,471,350	\$ 8,437,882	\$ (734,256)	\$ 7,703,626	\$ 7,341,668
<b>Budget By Categories of Revenues</b>					
Taxes	\$ 275,694	\$ 255,000	\$ -	\$ 255,000	\$ 255,000
Licenses, Permits and Franchises	53,128	50,000	-	50,000	50,000
Intergovernmental Revenue	119,022	61,115	5,941	67,056	67,056
Charges for Services	2,141,392	2,768,028	475,967	3,243,995	3,167,550
Miscellaneous Revenue	22,679	12,000	3,000	15,000	15,000
Total Operating Revenues	2,611,914	3,146,143	484,908	3,631,051	3,554,606
Other Financing Sources	150,000	150,000	-	150,000	150,000
Intrafund Expenditure Transfers (-)	107,115	116,835	(116,835)	-	-
Decreases to Fund Balances	284,721	1,632,004	(1,162,529)	469,475	19,713
General Fund Contribution	3,317,600	3,392,900	60,200	3,453,100	3,518,700
Fund Balance Impact (-)	-	-	-	-	98,649
Total	\$ 6,471,350	\$ 8,437,882	\$ (734,256)	\$ 7,703,626	\$ 7,341,668

# Treasurer – Tax Collector – Public Adm.

## Department

### **CHANGES & OPERATIONAL IMPACT: 2014-15 ADOPTED TO 2015-16 RECOMMENDED**

#### Staffing

- Increase of 0.5 FTE:
  - The increase of 0.5 FTE, reflects a new extra help Administrative Office Professional supporting Veterans' Services functions, funded by State veteran subvention.

The TTCPA has a projected staff of 43.5 employees with centralized operations in Santa Barbara and satellite operations in Santa Maria and Lompoc.

#### Expenditures

- Net operating expenditure increase of \$113,000 primarily due to:
  - +\$195,000 increase in Salaries and Employee Benefits due to the addition of 0.5 Extra Help Administrative Office Professional; and, also increases in departmental retirement costs, health insurance costs, workers' compensation premiums, and employee salaries;
  - -\$63,000 decrease in Services and Supplies primarily due to a reduction of cross-over costs related to implementation of the new property tax system;
  - -\$18,000 decrease in Other Charges, primarily due to a decrease in liability insurance.
- Net non-operating expenditure decrease of \$847,000 primarily due to:
  - -\$847,000 decrease in Capital Assets, from \$1,305,000 to \$457,000, reflects completion of several milestones of the new property tax system. Remaining expenditures of \$412,000 for project completion will be expended in FY 2015-16.

These changes result in Recommended operating expenditures of \$7,245,000, non-operating expenditures of \$458,000, and total expenditures of \$7,703,000. Non-operating expenditures are primarily capital assets.

#### Revenues

- Net operating revenue increase of \$485,000 which primarily consists of:
  - +\$5,900 increase in Intergovernmental Revenue due to slight increases in State Veterans' funding.
  - +\$476,000 increase in Charges for Services due to the capitalization of the new property tax system and a higher projected indirect cost rate.

These changes result in Recommended operating revenues of \$3,631,000, non-operating revenues of \$4,072,000, resulting in total revenues of \$7,703,000. Non-operating revenues primarily include General Fund Contribution, transfers, and decreases to fund balances.

# Treasurer – Tax Collector – Public Adm.

## Department

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### ***CHANGES & OPERATIONAL IMPACT: 2015-16 RECOMMENDED TO 2016-17 PROPOSED***

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The FY 2016-17 proposed expenditures reflect a \$362,000 decrease from the FY 2015-16 recommended budget is primarily the result of:

- -\$457,000 decrease in Capital Assets due to the completion of the new Property Tax System conversion project;
- +\$84,400 increase in salaries, retirement contributions and other benefits;
- -\$25,000 decrease in one-time professional services costs related to the implementation of the new property tax system;
- +\$17,900 increase in information technology services.

### ***RELATED LINKS***

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For more information on the Treasurer-Tax Collector-Public Administrator, refer to the Web site at <http://www.countyofsb.org/ttcpapg/index.asp>.

# Treasurer – Tax Collector – Public Adm.

## Department

### PERFORMANCE MEASURES

Description	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Estimated Actual	FY 2015-16 Recommend	FY 2016-17 Proposed
<b>Administration &amp; Support</b>					
Amount of Transient Occupancy Tax (TOT) Collected-non vacation rental	\$5,891,000	\$6,476,000	\$6,800,000	\$6,800,000	\$6,800,000
Amount of Vacation Rental -Transient Occupancy Tax (TOT) Collected	\$889,000	\$1,075,000	\$1,200,000	\$1,200,000	\$1,200,000
Number of participants in County Deferred Compensation Plan	3,607	3635	3,675	3,700	3,725
Number of debt, trustee and arbitrage payments made on behalf of County Departments and School Districts	99	130	135	135	135
Percent of departmental Employee Performance Reviews (EPRs) completed by the due date	70% 36	83% 36	73% 40	100% 43	100% 43
<b>Treasury</b>					
Amount of monies processed through the County Treasury	\$7.5 Billion	\$7.7 Billion	\$7.9 Billion	\$7.9 Billion	\$7.9 Billion
Monitor and project liquidity requirements as evidenced by zero securities sold at a loss to meet the cash flow needs of pool participants	Zero	Zero	Zero	Zero	Zero
Investment compliance with the Government Code and the Treasurer's Investment Policy	100%	100%	100%	100%	100%

# Treasurer – Tax Collector – Public Adm.

## Department

### **PERFORMANCE MEASURES (CONT'D)**

Description	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Estimated Actual	FY 2015-16 Recommend	FY 2016-17 Proposed
<b>Tax &amp; Collections</b>					
Percent of annual secured taxes collected	99.1% \$ 675 Million	99.3% \$ 709 Million	99.0% \$ 747 Million	99.0% \$ 769 Million	99.0% \$ 800 Million
Percent of annual unsecured taxes collected	98.8% \$ 34 Million	98.0% \$ 32 Million	97.0% \$ 35 Million	97.5% \$ 36 Million	97.5% \$ 37 Million
<b>Public Assistance</b>					
Percent of probate conservatees visited in the past twelve months	100% 190	100% 190	100% 190	100% 230	100% 250
Number of Veterans Benefit Claims filed	1,677	1,824	2,000	2,200	2,200
Number of Lanterman Petris Short (LPS) clients case managed	113	124	129	135	140
Number of Representative Payee clients case managed	245	249	285	300	300
Number of Probate clients case managed	46	46	49	55	65

**Treasurer – Tax Collector – Public Adm.**



# Treasurer – Tax Collector – Public Adm.

## Program

### ADMINISTRATION & SUPPORT

Provide budgetary and administrative activities, general accounting, debt administration, deferred compensation plan administration, and automation. Plan, coordinate and implement all information system applications (both hardware and software) for all divisions. Administer bonded indebtedness issued by the County or districts for the purpose of funding or refunding needed revenue, temporary borrowing, and special improvement/assessment bonds.

#### Staffing

Staffing Detail By Budget Program	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
TREAS/TAX COLL/PUB ADMIN	0.50	0.50	-	0.50	0.50
INVESTMENT MANAGER	0.38	0.30	0.15	0.45	0.45
ASST DIRECTOR	0.54	0.50	0.05	0.55	0.55
FINANCE CHIEF	0.85	0.95	-	0.95	0.95
IT MANAGER	0.01	0.08	-	0.08	0.08
OPERATIONS MANAGER	0.01	0.01	(0.01)	-	-
EDP SYS PROGRAMMER	0.16	0.18	0.02	0.21	0.21
FINANCIAL SYS ANALYST	1.05	1.30	0.48	1.78	1.78
FINANCIAL OFFICE PRO	0.01	0.02	(0.02)	-	-
BUSINESS MANAGER	0.59	0.57	0.18	0.75	0.75
ACCOUNTANT	-	1.00	0.02	1.02	1.02
EXECUTIVE SECRETARY	0.94	1.00	-	1.00	1.00
Total	5.04	6.41	0.90	7.30	7.30

#### Revenue & Expenditures

Budget By Categories of Expenditures	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
Salaries and Employee Benefits	\$ 877,366	\$ 1,014,115	\$ 287,599	\$ 1,301,714	\$ 1,316,436
Services and Supplies	79,135	248,521	16,720	265,241	276,116
Other Charges	177,752	197,929	3,736	201,665	227,549
Total Operating Expenditures	1,134,253	1,460,565	308,055	1,768,620	1,820,101
Capital Assets	2,591	-	-	-	-
Total Expenditures	\$ 1,136,844	\$ 1,460,565	\$ 308,055	\$ 1,768,620	\$ 1,820,101
<b>Budget By Categories of Revenues</b>					
Charges for Services	13	2,500	-	2,500	2,500
Miscellaneous Revenue	906	-	-	-	-
Total Operating Revenues	919	2,500	-	2,500	2,500
Decreases to Fund Balances	161,200	200,000	(200,000)	-	-
General Fund Contribution	3,118,600	3,392,900	60,200	3,453,100	3,518,700
Total Revenues	\$ 3,280,719	\$ 3,595,400	\$ (139,800)	\$ 3,455,600	\$ 3,521,200

\* Please note that departments are not required to balance their budget at the program level.

# Treasurer – Tax Collector – Public Adm.

## Program

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### **ADMINISTRATION & SUPPORT (CONT'D)**

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#### **2014-15 Anticipated Accomplishments**

- Successfully integrated several subsidiary TTCPA systems with the new Property Tax System including cashiering and the property tax website.
- Filed six Return for Credit Payments to Issuers of Qualified Bonds which enabled the County to receive over \$625,000 in interest subsidies from the Internal Revenue Service.
- Refunded the 2005 Certificates of Participation, saving the County \$1.2 million.

#### **2015-17 Objectives**

- The TTCPA will continue to analyze the feasibility of refunding prior year debt issuances. Potential savings from this refinancing would be achieved through lower interest rates.

# Treasurer – Tax Collector – Public Adm.

## Program

### TREASURY

Receive and steward, apply and pay out all monies belonging to the County, schools and special districts, and all other monies as directed by law. Invest County, school and special district funds not required for immediate expenditure. The investment of public funds must comply with State statutes and other legal constraints, with goals of preservation of public agency funds, protection of capital, maintenance of sufficient cash flow to meet daily warrant demands, and earning a market rate of return at minimum risk.

### Staffing

Staffing Detail By Budget Program	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
TREAS/TAX COLL/PUB ADMIN	0.25	0.25	-	0.25	0.25
INVESTMENT MANAGER	0.39	0.70	(0.15)	0.55	0.55
ASST DIRECTOR	0.32	0.25	(0.07)	0.18	0.18
FINANCE CHIEF	0.11	0.05	-	0.05	0.05
IT MANAGER	0.17	0.05	0.15	0.20	0.20
OPERATIONS MANAGER	0.35	0.29	0.09	0.38	0.38
EDP SYS PROGRAMMER	0.05	0.09	(0.07)	0.02	0.02
FINANCIAL SYS ANALYST	0.24	0.08	0.01	0.10	0.10
ADMIN OFFICE PRO	0.02	-	-	-	-
FINANCIAL OFFICE PRO	4.37	4.96	(0.55)	4.41	4.41
PUBLIC ADMIN/CONS VETS MANAGER	0.04	-	-	-	-
BUSINESS MANAGER	0.01	0.01	(0.01)	-	-
ACCOUNTANT	1.61	1.63	0.05	1.68	1.68
EXECUTIVE SECRETARY	0.06	-	-	-	-
FINANCIAL OFFICE PRO SR	-	-	2.20	2.20	2.20
Total	<u>7.97</u>	<u>8.36</u>	<u>1.65</u>	<u>10.01</u>	<u>10.01</u>

### Revenue & Expenditures

Budget By Categories of Expenditures	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
Salaries and Employee Benefits	\$ 988,545	\$ 1,057,317	\$ 137,564	\$ 1,194,881	\$ 1,220,599
Services and Supplies	654,748	622,650	153,000	775,650	775,650
Other Charges	10,576	10,702	(5,657)	5,045	5,045
Total Operating Expenditures	<u>1,653,869</u>	<u>1,690,669</u>	<u>284,907</u>	<u>1,975,576</u>	<u>2,001,294</u>
Capital Assets	10,816	107,562	(66,343)	41,219	-
Total Expenditures	<u>\$ 1,664,684</u>	<u>\$ 1,798,231</u>	<u>\$ 218,564</u>	<u>\$ 2,016,795</u>	<u>\$ 2,001,294</u>
<b>Budget By Categories of Revenues</b>					
Charges for Services	1,838,833	2,148,414	328,087	2,476,501	2,377,680
Miscellaneous Revenue	1,812	-	-	-	-
Total Operating Revenues	<u>1,840,644</u>	<u>2,148,414</u>	<u>328,087</u>	<u>2,476,501</u>	<u>2,377,680</u>
Decreases to Fund Balances	10,816	107,562	(66,343)	41,219	-
Total Revenues	<u>\$ 1,851,460</u>	<u>\$ 2,255,976</u>	<u>\$ 261,744</u>	<u>\$ 2,517,720</u>	<u>\$ 2,377,680</u>

\* Please note that departments are not required to balance their budget at the program level.

# Treasurer – Tax Collector – Public Adm.

## Program

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### ***TREASURY (CONT'D)***

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#### **2014-15 Anticipated Accomplishments**

- The County Treasury processes over \$7.9 billion annually. The County Treasury holds funds for County, schools and special districts.
- Successfully billed and collected secured property taxes on the new property tax system.
- Successfully collected unsecured property taxes on the new property tax system, which were billed from the old mainframe property tax system.

#### **2015-17 Objectives**

- County revenues are currently processed utilizing paper deposit tickets which are manually entered into the TTCPA cashiering system. A file is then created and uploaded to the Auditor-Controller financial system. The Treasury Program will evaluate and analyze the cost/benefit of developing an electronic deposit ticket. This enhancement will serve County departments and agencies. It will also facilitate the recording of revenue into the County's financial system in a timelier manner.

# Treasurer – Tax Collector – Public Adm.

## Program

### TAX & COLLECTIONS

Provide billing, collection, and maintenance of accounting records for all secured, supplemental, and unsecured property taxes levied by the taxing agencies within the County, and the collection and redemption of prior year secured delinquent taxes. Mail notices of delinquent taxes, publish Notice of Impending Default, sell delinquent property after five years at a public auction, and process tax roll corrections, cancellations and refunds. Provide assistance and response to taxpayer inquiries.

Provide for the collection of unsecured and delinquent unsecured tax payments, Public Health Department patient accounts, Department of Social Services accounts, franchise fees, business licenses, transient occupancy taxes, and miscellaneous accounts.

### Staffing

Staffing Detail By Budget Program	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
TREAS/TAX COLL/PUB ADMIN	0.25	0.25	-	0.25	0.25
ASST DIRECTOR	0.12	0.25	(0.04)	0.21	0.21
FINANCE CHIEF	0.04	-	-	-	-
IT MANAGER	0.55	0.87	(0.15)	0.72	0.72
OPERATIONS MANAGER	0.65	0.70	(0.08)	0.62	0.62
EDP SYS PROGRAMMER	0.79	0.73	0.04	0.77	0.77
FINANCIAL SYS ANALYST	1.98	1.62	(0.50)	1.12	1.12
FINANCIAL OFFICE PRO	5.62	7.02	(5.43)	1.59	1.59
BUSINESS MANAGER	0.28	0.15	(0.15)	-	-
ACCOUNTANT	1.13	1.31	(0.18)	1.13	1.13
FINANCIAL OFFICE PRO SR	-	-	3.80	3.80	3.80
EXTRA HELP	0.12	-	-	-	-
Total	11.54	12.90	(2.69)	10.21	10.21

# Treasurer – Tax Collector – Public Adm.

## Program

### TAX & COLLECTIONS (CONT'D)

#### Revenue & Expenditures

Budget By Categories of Expenditures	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
Salaries and Employee Benefits	\$ 1,538,270	\$ 1,749,735	\$ (314,214)	\$ 1,435,521	\$ 1,458,821
Services and Supplies	451,577	499,909	(254,004)	245,905	229,595
Other Charges	13,419	15,197	(6,397)	8,800	8,800
Total Operating Expenditures	2,003,266	2,264,841	(574,615)	1,690,226	1,697,216
Capital Assets	104,890	1,197,113	(781,141)	415,972	-
Intrafund Expenditure Transfers (+)	910	1,000	-	1,000	1,000
Total Expenditures	\$ 2,109,066	\$ 3,462,954	\$ (1,355,756)	\$ 2,107,198	\$ 1,698,216
<b>Budget By Categories of Revenues</b>					
Taxes	275,694	255,000	-	255,000	255,000
Licenses, Permits and Franchises	53,128	50,000	-	50,000	50,000
Charges for Services	241,203	547,114	147,880	694,994	717,370
Miscellaneous Revenue	19,901	12,000	3,000	15,000	15,000
Total Operating Revenues	589,926	864,114	150,880	1,014,994	1,037,370
Intrafund Expenditure Transfers (-)	107,115	116,835	(116,835)	-	-
Decreases to Fund Balances	97,373	1,324,442	(916,578)	407,864	-
General Fund Contribution	199,000	-	-	-	-
Total Revenues	\$ 993,413	\$ 2,305,391	\$ (882,533)	\$ 1,422,858	\$ 1,037,370

\* Please note that departments are not required to balance their budget at the program level.

#### 2014-15 Anticipated Accomplishments

- TTCPA maintained a high secured tax collection ratio of 99.0%, which places Santa Barbara County in the top three for tax collection among all of the 58 California counties.
- Successfully collaborated with mortgage lenders to transition payment files to the new property tax system. Mortgage lenders pay 30% of secured parcel tax bills.
- Beginning in Fiscal Year 2008-09, the TTCPA began actively searching for vacation rental properties. Since that time the TTCPA has collected over \$4.8 million in TOT for the County solely from vacation rentals. Annual TOT revenues total over \$1.2 million on 392 vacation rental properties.
- Collected \$726,000 for the Santa Barbara South Coast and Santa Ynez Tourism Business Improvement Districts in the first five years of the program. This revenue is used to promote the local tourism industry. The economic impacts include increased sales tax and TOT revenues. Annual revenues total \$283,000.

#### 2015-17 Objectives

- Working closely with the Auditor-Controller's office the TTCPA will complete the roll-out of the new property tax system during its first year of go-live. It will take a significantly longer period for full system implementation to maximize the efficiencies and outcomes of the new system.
- Identify and implement business process improvements to the manual bankruptcy procedures.

# Treasurer – Tax Collector – Public Adm.

## Program

### **PUBLIC ASSISTANCE**

Assist veterans and their families file claims for Veterans' Administration and other state and federal benefits. Act as administrator/executor of a decedent's estate, as required by Probate Code or Court appointment and provide services for indigent decedents. Provide conservatorship investigation and when appointed by the Court, conservatorship case management for those mentally unable to manage their personal needs of health, food, clothing, shelter, and financial resources. Provide payee services to vulnerable adults who are unable to manage their financial benefits.

### Staffing

Staffing Detail By Budget Program	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
ASST DIRECTOR	0.02	-	0.05	0.05	0.05
ADMIN OFFICE PRO	2.87	3.00	(1.00)	2.00	2.00
FINANCIAL OFFICE PRO	2.88	3.00	(1.00)	2.00	2.00
PUBLIC ADMIN/CONS VETS MANAGER	0.96	1.00	-	1.00	1.00
BUSINESS MANAGER	0.11	0.27	(0.02)	0.25	0.25
ACCOUNTANT	0.26	0.06	0.11	0.17	0.17
PUBLIC ADM/CON VETS SUPV	2.00	2.00	-	2.00	2.00
FINANCIAL OFFICE PRO SR	-	-	1.00	1.00	1.00
ADMN OFFICE PRO SR	-	-	1.00	1.00	1.00
PUBLIC ADM/CONSERVATOR	5.15	6.00	-	6.00	6.00
EXTRA HELP	0.11	-	0.50	0.50	0.50
Total	<u>14.36</u>	<u>15.33</u>	<u>0.64</u>	<u>15.97</u>	<u>15.97</u>

### Revenue & Expenditures

Budget By Categories of Expenditures	2013-14 Actual	2014-15 Adopted	Change from FY14-15 Ado to FY15-16 Rec	2015-16 Recommended	2016-17 Proposed
Salaries and Employee Benefits	\$ 1,326,558	\$ 1,522,579	\$ 83,629	\$ 1,606,208	\$ 1,626,877
Services and Supplies	141,021	145,165	20,750	165,915	155,945
Other Charges	29,579	48,388	(9,498)	38,890	39,235
Total Operating Expenditures	<u>1,497,158</u>	<u>1,716,132</u>	<u>94,881</u>	<u>1,811,013</u>	<u>1,822,057</u>
Capital Assets	6,047	-	-	-	-
Increases to Fund Balances	55,293	-	-	-	-
Total Expenditures	<u>\$ 1,558,497</u>	<u>\$ 1,716,132</u>	<u>\$ 94,881</u>	<u>\$ 1,811,013</u>	<u>\$ 1,822,057</u>
<b>Budget By Categories of Revenues</b>					
Intergovernmental Revenue	119,022	61,115	5,941	67,056	67,056
Charges for Services	61,343	70,000	-	70,000	70,000
Miscellaneous Revenue	60	-	-	-	-
Total Operating Revenues	<u>180,425</u>	<u>131,115</u>	<u>5,941</u>	<u>137,056</u>	<u>137,056</u>
Other Financing Sources	150,000	150,000	-	150,000	150,000
Decreases to Fund Balances	15,333	-	20,392	20,392	19,713
Total Revenues	<u>\$ 345,758</u>	<u>\$ 281,115</u>	<u>\$ 26,333</u>	<u>\$ 307,448</u>	<u>\$ 306,769</u>

\* Please note that departments are not required to balance their budget at the program level.

# Treasurer – Tax Collector – Public Adm.

## Program

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### ***PUBLIC ASSISTANCE (CONT'D)***

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#### **2014-15 Anticipated Accomplishments**

- The Public Guardian's division served over 129 Lanterman Petris Short (LPS) mental health conservatorship, 285 representative payee, and 49 probate clients this fiscal year, providing investigation and case management for individuals unable to satisfy their own basic needs.
- The Veterans' Services program assists County veterans and their families in obtaining benefits. County veterans received approximately \$10.2 million in new and retroactive benefits, lump sum awards, college fee waivers, and prior awards. In addition, approximately \$2.6 million was brought into the County for GI Bill students and Aid & Attendance assistance.
- Established new veteran identification cards to improve veterans access to benefits as part of the new veteran outreach program.

#### **2015-17 Objectives**

- The Veterans' Services program will move toward a paperless office through a scanning project to digitally file records.

**Treasurer – Tax Collector – Public Adm.**

