

# Treasurer – Tax Collector – Public Adm.

 <b>HARRY E. HAGEN, CPA</b> TREASURER-TAX COLLECTOR COUNTY OF SANTA BARBARA Federal Tax ID #95-6002833		P.O. BOX 579 SANTA BARBARA, CA 93102-0579 (805) 568-2920 SANTA BARBARA (805) 346-8330 SANTA MARIA		<b>SECURED 2016-2017</b> <b>PROPERTY TAX STATEMENT</b> FOR FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017	
PARCEL NUMBER	ASSEESSEE ON JANUARY 1, 2016	CORTAC-SUBSCRIBER	BILL NUMBER		
012-345-067	PUBLIC, JOHN Q		20161012345		
ADDRESS OF PROPERTY		ASSESSED VALUE			
12345 MAIN ST SANTA BARBARA CA 93111		LAND/MINERAL RIGHTS 374,376 IMPROVEMENTS 393,093 PERSONAL PROPERTY 0 GROSS TOTAL 767,469 HOMEOWNER'S EXEMPTION 7,000 OTHER EXEMPTION 0 NET TOTAL 760,469			
CSC0928C 5-DIGIT 93111 7000065871 00.0187.0026 60225/1 012-345-067   PUBLIC, JOHN Q PUBLIC, JANE 12345 MAIN ST SANTA BARBARA CA 93111		<b>TAX AMOUNTS</b> BASIC PROPERTY TAX 7,861.20 SPECIAL DISTRICTS 0.00 FIXED CHARGES 557.72 <b>TOTAL TAX 8,418.92</b>			
TAX RATE AREA	TAX RATE PERCENT	DELINQUENT PRIOR YEAR TAXES	FIRST INSTALLMENT	SECOND INSTALLMENT	TOTAL DUE
066004	1.03373	NONE	4,209.46	4,209.46	8,418.92
			DUE NOV. 1, 2016 DELINQUENT AFTER DEC. 10, 2016	DUE FEB. 1, 2017 DELINQUENT AFTER APR. 10, 2017	

## TREASURER-TAX COLLECTOR



PUBLIC ADMINISTRATION



VETERANS' SERVICES

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

Operating	\$ 7,723,199
Capital	\$ 468,487
FTEs	44.0

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

---

### **MISSION STATEMENT**

---

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

### **DEPARTMENT DESCRIPTION**

---

The budget programs of the Treasurer-Tax Collector-Public Administrator (TTCPA) Department 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 broad range of services:

- Property tax billing and collection,
- Banking services for County departments, schools, and special districts,
- Investing public funds 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,
- 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.

### **HIGHLIGHTS OF 2017-19 OBJECTIVES**

---

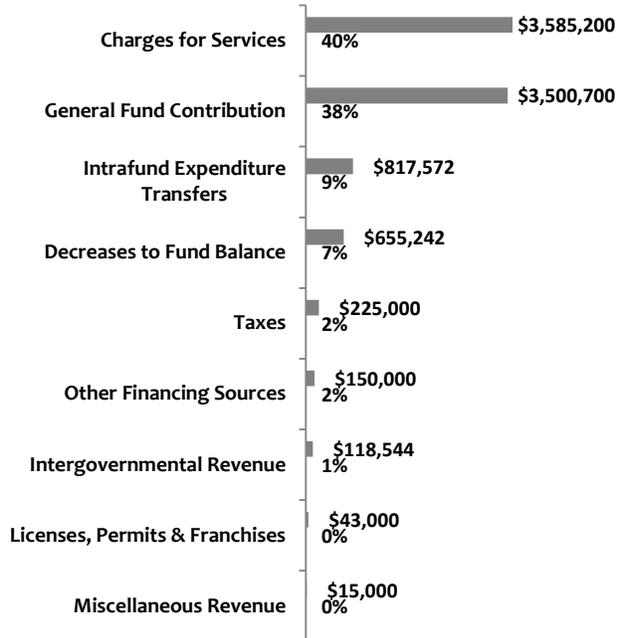
- The Department's top priority is to complete the implementation of the Property Tax System.

# Treasurer – Tax Collector – Public Adm.

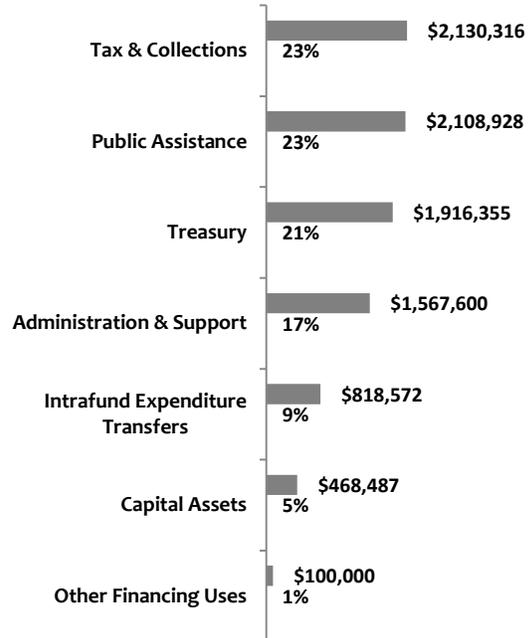
## Department

### RECOMMENDED SOURCES & USES OF FUNDS

#### Source of Funds - \$9,110,258

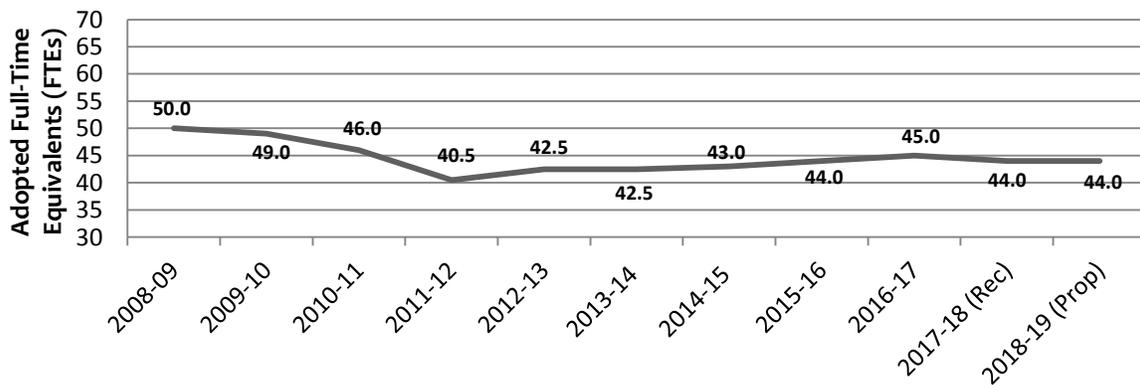


#### Use of Funds - \$9,110,258



### 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	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
Administration & Support	6.01	9.06	(1.66)	7.40	7.40
Treasury	8.94	8.75	(0.64)	8.11	8.53
Tax & Collections	9.50	10.07	1.29	11.36	10.94
Public Assistance	16.26	17.11	0.02	17.13	17.13
Unallocated	0.77	-	-	-	-
Total	41.48	45.00	(1.00)	44.00	44.00
<b>Budget By Budget Program</b>					
Administration & Support	\$ 1,506,331	\$ 1,794,390	\$ (226,790)	\$ 1,567,600	\$ 1,672,489
Treasury	1,723,849	1,899,929	16,426	1,916,355	1,963,582
Tax & Collections	1,735,633	1,848,433	281,883	2,130,316	2,157,669
Public Assistance	1,773,900	1,985,249	123,679	2,108,928	2,196,897
Total	\$ 6,739,713	\$ 7,528,001	\$ 195,198	\$ 7,723,199	\$ 7,990,637
<b>Budget By Categories of Expenditures</b>					
Salaries and Employee Benefits	\$ 5,256,973	\$ 5,825,236	\$ 140,251	\$ 5,965,487	\$ 6,265,136
Services and Supplies	1,249,589	1,455,239	66,681	1,521,920	1,488,125
Other Charges	233,151	247,526	(11,734)	235,792	237,376
Total Operating Expenditures	6,739,713	7,528,001	195,198	7,723,199	7,990,637
Capital Assets	22,265	468,487	-	468,487	200,000
Other Financing Uses	-	-	100,000	100,000	-
Intrafund Expenditure Transfers (+)	560	662,496	156,076	818,572	556,031
Increases to Fund Balances	22,941	68,132	(68,132)	-	-
Fund Balance Impact (+)	225,428	-	-	-	-
Total	\$ 7,010,906	\$ 8,727,116	\$ 383,142	\$ 9,110,258	\$ 8,746,668
<b>Budget By Categories of Revenues</b>					
Taxes	\$ 224,832	\$ 255,000	\$ (30,000)	\$ 225,000	\$ 225,000
Licenses, Permits and Franchises	45,272	50,000	(7,000)	43,000	43,000
Intergovernmental Revenue	95,075	140,260	(21,716)	118,544	118,544
Charges for Services	3,014,736	3,314,721	270,479	3,585,200	3,440,077
Miscellaneous Revenue	27,892	15,000	-	15,000	15,000
Total Operating Revenues	3,407,806	3,774,981	211,763	3,986,744	3,841,621
Other Financing Sources	150,000	150,000	-	150,000	150,000
Intrafund Expenditure Transfers (-)	-	661,496	156,076	817,572	555,031
Decreases to Fund Balances	-	554,539	100,703	655,242	227,594
General Fund Contribution	3,453,100	3,586,100	(85,400)	3,500,700	3,429,500
Fund Balance Impact (-)	-	-	-	-	542,922
Total	\$ 7,010,906	\$ 8,727,116	\$ 383,142	\$ 9,110,258	\$ 8,746,668

# Treasurer – Tax Collector – Public Adm.

## Department

### ***CHANGES & OPERATIONAL IMPACT: 2016-17 ADOPTED TO 2017-18 RECOMMENDED***

#### **Staffing**

The TTCPA has a projected staff of 44.0 employees with centralized operations in Santa Barbara, and satellite operations in Santa Maria and Lompoc. There will be a reduction of 1 Informational Technology position in fiscal year 2017-18.

#### **Expenditures**

- Net operating expenditure increase of \$195,000 is primarily due to:
  - +\$140,000 increase in Salaries and Employee Benefits due to increases in departmental retirement costs, employee salaries, and other benefits;
  - +\$59,000 increase in software maintenance.
  
- Net non-operating expenditure increase of \$188,000 is primarily due to:
  - +\$156,000 increase in intra-department transfers to balance programs;
  - +\$100,000 increase in Other Financing Uses for a Public Administrator/Guardian storage building;
  - -\$68,000 decrease is due to usage of fund balance.

These changes result in Recommended operating expenditures of \$7,723,000, non-operating expenditures of \$1,387,000, and total expenditures of \$9,110,000. Non-operating expenditures are primarily Intrafund expenditure transfers and capital assets.

#### **Revenues**

- Net operating revenue increase of \$212,000 primarily consists of:
  - +\$271,000 increase in Charges for Services due to a higher projected indirect cost rate;
  - -\$30,000 decrease in Tax Collector Cost Collection fees;
  - -\$22,000 decrease in State Aid for Veterans Affairs;
  - -\$7,000 decrease in Business License revenue.
  
- Net non-operating revenue increase of \$171,000 primarily consists of:
  - +\$156,000 increase in intra-departmental transfers to balance programs;
  - -\$85,000 decrease in General Fund contribution;
  - +\$100,000 increase to Tax Collector Projects fund balance for Public Administrator/Guardian storage building.

These changes result in Recommended operating revenues of \$3,987,000, non-operating revenues of \$5,124,000, resulting in total revenues of \$9,110,000. Non-operating revenues primarily include General Fund Contribution, transfers, and decreases to fund balances.

# Treasurer – Tax Collector – Public Adm.

## Department

---

### ***CHANGES & OPERATIONAL IMPACT: 2017-18 RECOMMENDED TO 2018-19 PROPOSED***

---

The FY 2018-19 Proposed expenditures reflect a \$364,000 decrease from the FY 2017-18 Recommended budget which is primarily the result of:

- -\$268,000 decrease in Capital Assets due to the completion of Phase 2 of the new Property Tax System conversion project
- +\$300,000 increase in salaries, retirement contributions and other benefits
- -\$263,000 decrease in intra-department transfers resulting from a decreased indirect cost rate
- -\$100,000 decrease in Other Financing Uses resulting from funding of Public Administrator/Guardian building in prior year
- -\$35,000 decrease in software maintenance costs

### ***RELATED LINKS***

---

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

# Treasurer – Tax Collector – Public Adm.

## Department

### PERFORMANCE MEASURES

Description	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Estimated Actual	FY 2017-18 Recommend	FY 2018-19 Proposed
<b>Administration &amp; Support</b>					
Amount of Transient Occupancy Tax (TOT) Collected-non vacation rental	\$7,185,000	\$7,293,000	\$8,440,000	\$9,300,000	\$9,300,000
Amount of Transient Occupancy Tax (TOT) Collected-vacation rental	\$1,406,000	\$1,670,000	\$1,840,000	\$2,040,000	\$2,040,000
Number of participants in County Deferred Compensation Plan	3,720	3,839	3,725	3,725	3,725
Number of debt, trustee and arbitrage payments made on behalf of County departments and school districts	128	150	150	150	150
Percent of departmental Employee Performance Reviews (EPRs) completed by the due date	90% 38	98% 41	100% 40	100% 40	100% 40
<b>Treasury</b>					
Accounting of cash & cash equivalents processed through the County Treasury	\$11.3 Billion	\$10.2 Billion	\$8.8 Billion	\$8.8 Billion	\$8.8 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 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Estimated Actual	FY 2017-18 Recommend	FY 2018-19 Proposed
<b>Tax &amp; Collections</b>					
Percent & amount of annual secured taxes collected	99.2% \$ 741 Million	99.1% \$ 776 Million	99.1% \$ 809 Million	99.1% \$ 841 Million	99.1% \$ 875 Million
Percent & amount of annual unsecured taxes collected	97.1% \$ 34 Million	96.4% \$ 35.5 Million	97% \$ 35 Million	97.1% \$ 36.5 Million	97.2% \$ 38 Million
<b>Public Assistance</b>					
Percent & number of probate conservatee visits in the past twelve months	100% 215	100% 208	100% 225	100% 200	100% 200
Number of Veterans Benefit Claims filed	1,601	1,952	2,070	2,200	2,200
Number of Lanterman Petris Short (LPS) clients case managed	124	129	139	139	140
Number of Representative Payee clients case managed	269	273	295	290	290
Number of Probate clients case managed	43	43	51	41	45
Number of Incompetent to Stand Trial (IST) Investigations	6	7	32	32	32

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



# Treasurer – Tax Collector – Public Adm.

## Program

### ADMINISTRATION & SUPPORT

Provide budgetary and administrative activities, general accounting, and deferred compensation plan administration. 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	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
TREAS/TAX COLL/PUB ADMIN	0.50	0.50	-	0.50	0.50
ASST TREAS/TAXCOLL/PUBADMN	0.72	0.50	-	0.50	0.50
CHIEF INVESTMENT OFFICER	0.56	0.51	0.02	0.53	0.53
TREASURY FINANCE CHIEF	0.91	0.87	0.01	0.88	0.88
IT MANAGER	-	0.10	(0.10)	-	-
OPERATIONS MANAGER	0.09	0.25	(0.01)	0.24	0.24
EDP SYS PROGRAMMER	0.85	0.79	(0.79)	-	-
FINANCIAL SYS ANALYST	1.44	2.45	(0.88)	1.57	1.57
FINANCIAL OFFICE PRO	0.04	1.00	0.06	1.06	1.06
BUSINESS MANAGER	0.84	1.00	(0.05)	0.95	0.95
ACCOUNTANT	0.03	1.10	(0.96)	0.14	0.14
FINANCIAL OFFICE PRO SR	0.02	-	1.02	1.02	1.02
Total	6.01	9.06	(1.66)	7.40	7.40

#### Revenue & Expenditures

Budget By Categories of Expenditures	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
Salaries and Employee Benefits	\$ 1,215,084	\$ 1,508,598	\$ (218,457)	\$ 1,290,141	\$ 1,398,268
Services and Supplies	102,055	90,190	510	90,700	88,670
Other Charges	189,193	195,602	(8,843)	186,759	185,551
Total Operating Expenditures	1,506,331	1,794,390	(226,790)	1,567,600	1,672,489
Capital Assets	7,768	-	-	-	-
Total Expenditures	\$ 1,514,100	\$ 1,794,390	\$ (226,790)	\$ 1,567,600	\$ 1,672,489
<b>Budget By Categories of Revenues</b>					
Charges for Services	34	-	-	-	-
Total Operating Revenues	34	-	-	-	-
Intrafund Expenditure Transfers (-)	-	661,496	156,076	817,572	555,031
General Fund Contribution	3,453,100	1,132,894	(382,866)	750,028	1,222,857
Total Revenues	\$ 3,453,134	\$ 1,794,390	\$ (226,790)	\$ 1,567,600	\$ 1,777,888

# Treasurer – Tax Collector – Public Adm.

## Program

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

#### **2016-17 Anticipated Accomplishments**

- Worked jointly with the Auditor-Controller to complete the last phases of implementation of a new vendor purchased property tax system (Aumentum) that went live in early FY 2014-15. Worked on reducing backlogs of transactions caused by the implementation of the new tax system. The TTCPA applications within this vendor system will have to be supplemented with additional subsystem components or require further development within Aumentum outside the scope of the current project.
- Filed six Return for Credit Payments to Issuers of Qualified Bonds which enabled the County to receive over \$593,000 in interest subsidies from the Internal Revenue Service.
- Developed and implemented a new property tax statement providing additional information that was essential for understanding supplemental bills with multiple events.
- Virtualized and decommissioned 8 physical servers located in the Santa Barbara machine room. The new virtual server and the department's SQL database server were relocated to the Emergency Operations Center.

#### **2017-19 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.
- Prepare, submit and monitor a timely budget that includes resources necessary to carry out the duties of the office.
- Implement new electronic property tax payment enhancements that will increase taxpayer utilization from the current rate of 14% to 20%. Evaluate Payment Card Industry (PCI) compliance of electronic property tax payments and implement process changes as needed.

# 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 these 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	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
TREAS/TAX COLL/PUB ADMIN	0.25	0.25	-	0.25	0.25
ASST TREAS/TAXCOLL/PUBADMN	0.24	0.25	-	0.25	0.25
CHIEF INVESTMENT OFFICER	0.44	0.49	(0.02)	0.47	0.47
TREASURY FINANCE CHIEF	0.08	0.12	-	0.12	0.12
IT MANAGER	0.07	0.10	0.02	0.12	0.12
OPERATIONS MANAGER	0.33	0.25	(0.12)	0.13	0.13
EDP SYS PROGRAMMER	0.06	0.08	(0.08)	-	-
PUBLIC ADMIN/CONS VETS MANAGER	0.04	0.05	0.04	0.09	0.09
FINANCIAL SYS ANALYST	0.45	0.10	0.03	0.13	0.13
FINANCIAL OFFICE PRO	3.25	3.33	0.06	3.40	3.40
BUSINESS MANAGER	0.01	-	0.02	0.02	0.02
ACCOUNTANT	1.63	1.56	0.09	1.66	1.66
FINANCIAL OFFICE PRO SR	2.07	2.17	(0.69)	1.48	1.90
PUBLIC ADM/CONSERVATOR	0.01	-	-	-	-
Total	8.94	8.75	(0.64)	8.11	8.53

### Revenue & Expenditures

Budget By Categories of Expenditures	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
Salaries and Employee Benefits	\$ 1,125,287	\$ 1,126,558	\$ (28,997)	\$ 1,097,561	\$ 1,188,285
Services and Supplies	592,388	766,690	45,410	812,100	768,500
Other Charges	6,174	6,681	13	6,694	6,797
Total Operating Expenditures	1,723,849	1,899,929	16,426	1,916,355	1,963,582
Capital Assets	280	43,849	-	43,849	-
Intrafund Expenditure Transfers (+)	-	600,963	147,120	748,083	504,639
Total Expenditures	\$ 1,724,129	\$ 2,544,741	\$ 163,546	\$ 2,708,287	\$ 2,468,221
<b>Budget By Categories of Revenues</b>					
Charges for Services	2,197,762	2,500,892	163,546	2,664,438	2,450,778
Total Operating Revenues	2,197,762	2,500,892	163,546	2,664,438	2,450,778
Decreases to Fund Balances	-	43,849	-	43,849	-
Total Revenues	\$ 2,197,762	\$ 2,544,741	\$ 163,546	\$ 2,708,287	\$ 2,450,778

# Treasurer – Tax Collector – Public Adm.

## Program

---

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

---

#### **2016-17 Anticipated Accomplishments**

- The County Treasury processes over \$8.8 billion annually. The County Treasury holds and invests funds for the County, schools and special districts.
- For the first 6 months of the fiscal year, earned \$4.784 million on investments for the benefit of the County, schools, and special districts while increasing the investment pool's liquidity to meet the needs of the pool participants.
- Hosted PCI training for new credit card processing standards.

#### **2017-19 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	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
TREAS/TAX COLL/PUB ADMIN	0.25	0.25	-	0.25	0.25
ASST TREAS/TAXCOLL/PUBADMN	0.03	0.25	-	0.25	0.25
TREASURY FINANCE CHIEF	0.01	0.01	(0.01)	-	-
IT MANAGER	0.93	0.80	0.08	0.88	0.88
OPERATIONS MANAGER	0.58	0.50	0.13	0.63	0.63
FINANCIAL SYS ANALYST SR	0.58	1.00	-	1.00	1.00
EDP SYS PROGRAMMER	0.08	0.13	(0.13)	-	-
FINANCIAL SYS ANALYST	0.72	0.45	0.85	1.30	1.30
FINANCIAL OFFICE PRO	1.46	1.67	(0.12)	1.55	1.55
ACCOUNTANT	1.35	1.18	0.82	1.99	1.99
FINANCIAL OFFICE PRO SR	3.53	3.83	(0.33)	3.50	3.08
Total	<u>9.50</u>	<u>10.07</u>	<u>1.29</u>	<u>11.36</u>	<u>10.94</u>

# Treasurer – Tax Collector – Public Adm.

## Program

### TAX & COLLECTIONS (CONT'D)

#### Revenue & Expenditures

Budget By Categories of Expenditures	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
Salaries and Employee Benefits	\$ 1,359,499	\$ 1,441,666	\$ 266,653	\$ 1,708,319	\$ 1,722,670
Services and Supplies	369,718	399,361	16,379	415,740	427,575
Other Charges	6,417	7,406	(1,149)	6,257	7,424
Total Operating Expenditures	1,735,633	1,848,433	281,883	2,130,316	2,157,669
Capital Assets	2,520	424,638	-	424,638	200,000
Intrafund Expenditure Transfers (+)	560	61,533	8,956	70,489	51,392
Total Expenditures	\$ 1,738,713	\$ 2,334,604	\$ 290,839	\$ 2,625,443	\$ 2,409,061
<b>Budget By Categories of Revenues</b>					
Taxes	224,832	255,000	(30,000)	225,000	225,000
Licenses, Permits and Franchises	45,272	50,000	(7,000)	43,000	43,000
Charges for Services	709,789	743,829	106,933	850,762	919,299
Miscellaneous Revenue	27,892	15,000	-	15,000	15,000
Total Operating Revenues	1,007,784	1,063,829	69,933	1,133,762	1,202,299
Decreases to Fund Balances	-	434,638	-	434,638	200,000
General Fund Contribution	-	836,137	220,906	1,057,043	1,006,525
Total Revenues	\$ 1,007,784	\$ 2,334,604	\$ 290,839	\$ 2,625,443	\$ 2,408,824

#### 2016-17 Anticipated Accomplishments

- TTCPA maintained a high secured tax collection ratio of 99.0%, which places Santa Barbara County in the top ten for tax collection among all of the 58 California counties.
- Reduced the oldest redemption bill count by over 10% since July of 2016, making it the lowest percentage of the tax roll in over 10 years.
- Successfully billed and collected secured and unsecured escape property taxes on the new property tax system.
- Beginning in Fiscal Year 2008-09, the TTCPA began actively searching for vacation rental properties. Since that time the TTCPA has collected over \$8.5 million in Transient Occupancy Tax (TOT) for the County solely from vacation rentals. Annual TOT revenues total over \$1.8 million on 493 vacation rental properties.
- Collected \$2.3 million for the Santa Barbara South Coast and Santa Ynez Tourism Business Improvement Districts in the first seven years of the program. Current annual revenues total \$545,000. This revenue is used by the improvement districts to promote the local tourism industry. The economic impacts include increased sales tax and TOT revenues.

#### 2017-19 Objectives

- Implement necessary subsystems to better interface with the new core Aumentum property tax system and create more efficient processing (Phase 2).
- Continue to 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	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
ASST TREAS/TAXCOLL/PUBADMN	0.01	-	-	-	-
PUBLIC ADMIN/CONS VETS MANAGER	0.96	0.95	(0.04)	0.91	0.91
FINANCIAL OFFICE PRO	1.99	2.00	(0.01)	1.99	1.99
ADMN OFFICE PRO	2.92	4.00	-	4.00	4.00
BUSINESS MANAGER	0.15	-	0.03	0.03	0.03
ACCOUNTANT	0.18	0.16	0.04	0.21	0.21
PUBLIC ADM/CON VETS SUPV	2.00	2.00	-	2.00	2.00
ADMN OFFICE PRO SR	1.00	1.00	-	1.00	1.00
FINANCIAL OFFICE PRO SR	1.00	1.00	-	1.00	1.00
PUBLIC ADM/CONSERVATOR	5.99	6.00	-	6.00	6.00
EXTRA HELP	0.06	-	-	-	-
Total	16.26	17.11	0.02	17.13	17.13

### Revenue & Expenditures

Budget By Categories of Expenditures	2015-16 Actual	2016-17 Adopted	Change from FY16-17 Ado to FY17-18 Rec	2017-18 Recommended	2018-19 Proposed
Salaries and Employee Benefits	\$ 1,557,104	\$ 1,748,414	\$ 121,052	\$ 1,869,466	\$ 1,955,913
Services and Supplies	185,429	198,998	4,382	203,380	203,380
Other Charges	31,367	37,837	(1,755)	36,082	37,604
Total Operating Expenditures	1,773,900	1,985,249	123,679	2,108,928	2,196,897
Capital Assets	11,696	-	-	-	-
Other Financing Uses	-	-	100,000	100,000	-
Increases to Fund Balances	22,941	68,132	(68,132)	-	-
Total Expenditures	\$ 1,808,537	\$ 2,053,381	\$ 155,547	\$ 2,208,928	\$ 2,196,897
<b>Budget By Categories of Revenues</b>					
Intergovernmental Revenue	95,075	140,260	(21,716)	118,544	118,544
Charges for Services	107,151	70,000	-	70,000	70,000
Total Operating Revenues	202,226	210,260	(21,716)	188,544	188,544
Other Financing Sources	150,000	150,000	-	150,000	150,000
Decreases to Fund Balances	-	76,052	100,703	176,755	27,594
General Fund Contribution	-	1,617,069	76,560	1,693,629	1,200,118
Total Revenues	\$ 352,226	\$ 2,053,381	\$ 155,547	\$ 2,208,928	\$ 1,566,256

# Treasurer – Tax Collector – Public Adm.

## Program

---

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

---

#### **2016-17 Anticipated Accomplishments**

- The Public Guardian's division served over 135 Lanterman Petris Short (LPS) mental health conservatorships, 290 representative payees, and 51 probate clients this fiscal year, providing investigation and case management for individuals unable to provide their own basic needs.
- Successfully completed the court ordered LPS and Probate investigations on incompetent to stand trial cases, which increased 300% from prior years.
- The Veterans' Services program assists County veterans and their families in obtaining benefits. County veterans received approximately \$9 million in new and retroactive benefits, lump sum awards, college fee waivers, and prior awards. In addition, approximately \$2 million was brought into the County for GI Bill students and Aid & Attendance assistance.
- Relocated the Santa Maria Veterans' Services office to Foster Rd., which will provide enhanced services and privacy for veterans.

#### **2017-19 Objectives**

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

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

