

# General Government & Support Services

COUNTY OF SANTA BARBARA

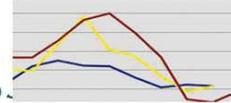


OFFICE OF THE AUDITOR-CONTROLLER



## COMPREHENSIVE ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDED



**Assessor**

- What we do
- How we can help
- Property Value Notice
- Property Tax Programs
- Recent Home Sales



PUBLIC ADMINISTRATION



**TAX COLLECTOR**

OTHER EXEMPTION

BASIC PROPERTY TAXES

SPECIAL DISTRICT FIXED CHARGES

FIRST INSTALLMENT \$1,134.93

SECOND \$1

DUE NOV. 1, 2017 DELINQUENT AFTER DEC. 31, 2017

DUE FEB. 1 AFTER

VETERANS SERVICES

**Expenditures by Department**

Department	Percentage
ITD	31.9%
Social Services	15.7%
Public Health	8.3%
Other Depts (12)	8.7%
Probation	3.2%
Fire	2.0%
Planning and Development	2.1%
Treasurer	2.5%
Auditor-Controller	4.7%
Public Works	3.3%
ADMHS	5.0%
Clerk-Recorder	4.6%
Shariff	7.9%

# General Government & Support Services

## **Functional Group Overview**

The General Government and Support Services Functional Group includes the Auditor-Controller (A-C), Clerk-Recorder-Assessor-Elections (CRA), General Services (GS), Human Resources (HR), and Treasurer-Tax Collector/Public Administrator Departments (TTC). They provide the financial infrastructure and central support services to County departments. The elected officers also provide a variety of General Governmental Services by statute to numerous other county government agencies including schools, cities, and special districts. Property tax administration, investment services, and election services are good examples.

The General Government and Support Services Group provides essential financial, budget, accounting, audit, human resource support, investment, payroll, tax administration, public administrator, public guardian, veterans services, vital records maintenance, document recording, election services, purchasing, mail services, information technology support and infrastructure for information technology and communication, fleet operations, facilities, and land management including infrastructure maintenance and capital project management.

### **Strategic Values**

The Functional Group believes in honoring and maintaining the public's trust by providing superior, courteous, and professional services at reasonable costs. The aim is to promote high-quality business services that provide for fairness, accountability, and effectiveness for all County departments and the other public entities they serve.

### **Strategic Purpose**

To provide the financial, physical, and administrative services, human capital and infrastructure that allows the County organization and other public entities to accomplish their mission, goals, and objectives related to delivery of services to the public.

### **Strategic Goals**

- Continue supporting the Aumentum property tax system used by the A-C and TTC. Upgrade and integrate several other systems including the Assessor valuation systems, TTC payment applications, and A-C FIN accounting system.
- GS will complete one of the County's largest capital projects, constructing a 376-bed Northern Branch Jail. This involves a State grant of \$90 million dollars and requires project team expertise from the CEO, GS, Sheriff, County Counsel, the A-C, and consultant and contractors.
- GS, the Community Services Department, and CEO are ensuring all resources are maximized to address the maintenance needs for County facilities and parks that seek to replace antiquated infrastructure in Capital Planning.
- The Functional Group maintains and develops financial applications and systems that support the delivery of County services. The group combined, delivers well over 100 applications.
- The County, through the Debt Advisory Committee, manages the County debt levels throughout the year and leverages debt financing when appropriate.
- Property Tax generates the County's largest tax sources and the A-C, TTC, and CRA annually are required to implement legislative changes.
- Elections are complex and driven by details and timelines. CRA is constantly focused on ensuring accurate elections, particularly the forthcoming Presidential General Election.
- GS has completed a comprehensive evaluation for the County's Public Safety Microwave Radio Communications Network. An RFP for an updated solution is currently being prepared. Phase 3 of the Public Safety Radio Tower Enhancements has been approved and is in process. The County has embraced a new Countywide Information Technology governance structure.
- Implement policy and programs to enhance the recruitment and retention of qualified, diverse staff to meet the needs of the community.
- Employ Strategic Human Resources policies, tools and programs to foster employee engagement.

# General Government & Support Services

## Functional Group Summary

<u>Staffing By Department</u>	2018-19 Actual	2019-20 Adopted	2019-20 Estimated Actual	2020-21 Recommended	Change from FY19-20 Ado to FY20-21 Rec
Auditor-Controller	44.24	48.60	48.60	48.60	-
Clerk-Recorder-Assessor	90.41	101.50	101.50	102.50	1.00
General Services	103.57	124.50	124.50	129.50	5.00
Human Resources	22.56	30.75	30.75	30.75	-
Treasurer-Tax Collector-Public	40.40	44.50	44.50	44.00	(0.50)
Total	<u>301.18</u>	<u>349.85</u>	<u>349.85</u>	<u>355.35</u>	<u>5.50</u>
<b>Budget By Department</b>					
Auditor-Controller	\$ 8,377,089	\$ 9,158,900	\$ 8,889,500	\$ 9,363,300	\$ 204,400
Clerk-Recorder-Assessor	16,235,534	18,499,500	18,079,700	19,196,400	696,900
General Services	46,328,671	54,115,000	53,817,000	57,782,400	3,667,400
Human Resources	8,565,944	8,609,000	8,557,400	8,599,700	(9,300)
Treasurer-Tax Collector-Public	7,292,635	8,088,200	7,341,000	7,974,600	(113,600)
North County Jail	27,821,600	7,556,400	12,249,300	6,044,000	(1,512,400)
Debt Service	1,793,884	1,724,500	1,724,500	1,596,000	(128,500)
Total	<u>\$116,415,357</u>	<u>\$107,751,500</u>	<u>\$110,658,400</u>	<u>\$110,556,400</u>	<u>\$ 2,804,900</u>
<b>Budget By Categories of Expenditures</b>					
Salaries and Employee Benefits	\$ 44,803,946	\$ 50,783,400	\$ 48,166,900	\$ 52,477,200	\$ 1,693,800
Services and Supplies	56,440,502	40,754,900	46,679,600	41,010,800	255,900
Other Charges	15,170,909	16,213,200	15,811,900	17,068,400	855,200
Total Operating Expenditures	116,415,357	107,751,500	110,658,400	110,556,400	2,804,900
Capital Assets	11,791,291	31,487,900	14,750,630	36,160,800	4,672,900
Other Financing Uses	5,568,503	5,039,300	5,696,700	5,371,600	332,300
Intrafund Expenditure Transfers (+)	2,749,594	1,986,900	1,551,300	1,997,100	10,200
Increases to Fund Balances	1,145,589	615,200	13,986,500	4,188,400	3,573,200
Fund Balance Impact (+)	3,927,217	-	938,700	-	-
Total	<u>\$141,597,550</u>	<u>\$146,880,800</u>	<u>\$147,582,230</u>	<u>\$158,274,300</u>	<u>\$ 11,393,500</u>
<b>Budget By Categories of Revenues</b>					
Taxes	\$ 281,933	\$ 225,000	\$ 260,000	\$ 260,000	\$ 35,000
Licenses, Permits and Franchises	288,684	408,000	369,300	365,200	(42,800)
Fines, Forfeitures, and Penalties	7,120	7,000	7,000	7,000	-
Use of Money and Property	2,245,158	1,275,900	1,772,200	1,728,000	452,100
Intergovernmental Revenue	21,819,322	7,959,600	2,699,500	6,007,600	(1,952,000)
Charges for Services	44,792,624	45,916,200	46,814,300	52,094,900	6,178,700
Miscellaneous Revenue	4,125,793	3,923,000	4,335,900	3,998,000	75,000
Total Operating Revenues	73,560,634	59,714,700	56,258,200	64,460,700	4,746,000
Other Financing Sources	9,809,637	28,044,100	29,729,700	23,755,400	(4,288,700)
Intrafund Expenditure Transfers (-)	2,283,466	1,999,900	1,307,600	1,987,700	(12,200)
Decreases to Fund Balances	20,144,902	20,411,900	23,576,430	29,733,500	9,321,600
General Fund Contribution	35,075,000	36,710,200	36,710,300	38,337,000	1,626,800
Fund Balance Impact (-)	723,912	-	-	-	-
Total	<u>\$141,597,550</u>	<u>\$146,880,800</u>	<u>\$147,582,230</u>	<u>\$158,274,300</u>	<u>\$ 11,393,500</u>

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